

Kyowa Kirin Group Supplier Code of Conduct

The Kyowa Kirin Group has established the "Kyowa Kirin Group Supplier Code of Conduct" to promote sustainable procurement throughout its supply chain. Our suppliers should understand and comply with all the items in the "Kyowa Kirin Group Supplier Code of Conduct" when engaging in business activities with us. In addition, our suppliers should review their own corporate activities from a sustainable perspective, and strive to make further improvement.

The "Kyowa Kirin Group Supplier Code of Conduct" consists of the following seven perspectives.

- 1) Relationship with Society
- 2) Relationship with Employees
- 3) Compliance with Rules
- 4) Respect for Human Rights
- 5) Environmental Preservation
- 6) Information Management
- 7) Risk Management

1) Relationship with Society

Suppliers, as good members of society, should strive for sustainable economic growth and solutions to social issues. To achieve this, suppliers should build friendly and ethical relationships with all stakeholders.

(1) Providing high-quality products and services

- Suppliers should strive to gain trust from stakeholders through activities, with top priority on ensuring safety, ranging from the procurement of raw materials to the research, development, production, distribution, and post-marketing services for products.
- Suppliers should adopt adequate management systems to minimize the risk of adversely impacting on the rights of stakeholders, including patients and healthcare professionals.
- Suppliers should ensure appropriate and strict handling of various scientific data.

(2) Maintaining legal and ethical relationships

- No illegal or inappropriate demands from inside or outside the company should be fulfilled.
- Suppliers should not allow any kind of corruption (e.g. bribery, extortion, embezzlement, offering undue benefits (including payment of bribes and corrupt inducements in government relationships), and illegal political contributions).
- Suppliers should have no relationships with organizations involved in crime.
- Suppliers shall ensure they have adequate systems in place to comply with applicable laws.

(3) Harmony with society and communities

- Suppliers should respect the economy, society, and culture of individual countries and local communities and contribute to the growth and prosperity of those local communities.
- Suppliers should respect the diverse rights in compliance in good faith with all applicable laws and regulations, etc. of the state and local areas where business activities are conducted.
- Suppliers should strive to enhance mutual understanding through communication with the people of the countries and regions where business activities are conducted.

2) Relationship with Employees

Suppliers should respect each individual's humanity and strive to maintain an employee-friendly environment at workplace.

(1) Respect for diversity and rights

- Suppliers should provide a workplace and opportunities where people with diverse backgrounds can demonstrate their own abilities.
- Suppliers should protect employees' rights and treat them with dignity and respect.
- Suppliers should guarantee the employees' right to work, rest, vacations, and holidays in accordance with global standards or local laws and regulations. Wages, including overtime, shall be paid in accordance with the employment contract signed with the employee.

(2) Building and maintaining a safe workplace environment

- Suppliers should comply with the laws and regulations concerning workplace environments and work continuously on ensuring safety.
- Suppliers should conduct ongoing activities to prevent industrial accidents.
- Suppliers should establish workplace environments and living quarter conditions that are always safe and improve physical and mental health of employees.
- No acts of danger, violence, and disorder should be allowed at workplace.
- The illegal use of drugs should not be allowed.
- Suppliers should understand the situation of being exposed to substances harmful to the human body and take appropriate measures at workplace. Education and training should be provided to employees about safety information on these harmful substances.

(3) Emergency preparedness and response

- To protect life and safety of persons, suppliers should adopt emergency response measures by assuming a possible disaster or accident, and disseminate information thereon throughout the workplace.

(4) Respect for employees' freedom of association and right to collective bargaining

- Suppliers should respect employees' right to organize as a means to achieve labor-management agreement on working environment and wage levels, etc. Suppliers should allow employees to form or join a union, etc.
- Suppliers should allow workers to bargain collectively without fear of retaliation.

3) Compliance with Rules

Suppliers should abide by social rules and act in good faith with high ethical standards.

(1) Legal compliance and customers' requirements

- Suppliers should comply with the laws and regulations of Japan and other countries rules and regulations inside and outside the company, and social norms, and strive to update their knowledge. Suppliers should also identify and comply with customers' requirements.
- In addition to actively collecting information on rule changes, including important legal amendment in connection with business, suppliers should review their internal rules and regulations as necessary.

(2) Fair and free competition

- Suppliers should engage in fair, transparent, and free competition and transactions in accordance with the competition laws of each country.
- Suppliers should use fair business practices in the conduct of their business, including advertising in an accurate and truthful manner.
- Any donations should be made without demanding rewards.
- Suppliers should not offer or accept inappropriate entertainment or gifts that deviate from social norms.
- Suppliers should disallow any work or transactions in positions that conflict with the interests of their company.

(3) Prevention of misconduct

- Suppliers should take action to prevent misconduct, or develop a system to detect and respond to misconduct early. Suppliers should establish and maintain a reporting system that allows employees to raise concerns when the employees do not know what actions to be taken or sense something suspicious. Suppliers should not engage in retaliation, intimidation, or disadvantageous treatment against anyone who raises complaints, receives or is involved in the concerns.

(4) Respect for intellectual property rights

- Suppliers should use their own intellectual property in an appropriate manner and respect others' intellectual property rights.

(5) Animal welfare

- When conducting any kind of animal experiment as a non-clinical study, suppliers should give due consideration to animal welfare.

4) Respect for Human Rights

Suppliers should respect the human rights and character of all internal and external stakeholders.

(1) Non- discrimination

Suppliers should be committed to a policy of non-discrimination based on race, ethnicity, nationality, social class, lineage, age, pregnancy, gender, disability, health condition, thought and creed, sexual

orientation or identity, job type or employment form, marital status, or the like.

(2) Suppliers should respect the rights of women, vulnerable populations, children, persons with disabilities, and social minorities and protect them from the inequalities they face.

(3) No forced labor, slave labor (including modern slavery), or wrongful use of young workers/child labor

- Suppliers should not force people to compulsory labor.
- With respect to child labor and young workers, suppliers should comply with global standards, unless local laws permit an exception.
- Suppliers should not associate with business partners that force people to perform unreasonable work.

(4) No tolerance of harassment

- Suppliers should not tolerate harassment of any person, including in relationships with business partners.

(5) Identification and improvement of human rights issues in the supply chain

- Suppliers should have organizational systems, procedures, and processes to identify and improve human rights issues (e.g. forced labor, slave labor (including modern slavery), wrongful use of young workers/child labor, and violations of workers' human rights) in the supply chain.

(6) Establishment of grievance mechanisms

- Suppliers should establish systems, procedures and processes to provide employees throughout the supply chain with the right to seek redress for human rights abuses by establishing an accessible, reliable and fair grievance mechanism.

5) Environmental Preservation

Suppliers should take proactive steps toward environmental preservation with the awareness that efforts toward environmental problems are a common challenge for the entire human race and an essential requirement for the activities and survival of the company.

(1) Environmental protection and preservation and resource recycling

- Suppliers should engage proactively in the protection and preservation of the environment.
- Suppliers should procure raw materials and equipment with less impact on the environment.
- Suppliers should strive to reduce the amount of raw materials and energy used and GHG emissions, in order to contribute to resource saving and the prevention of global warming.
- Suppliers should contribute to the realization of a recycling-oriented society by reducing water consumption, curbing the amount of waste produced, and engaging in resource recycling.
- To reduce environmental risks and enhance environmental performance, suppliers should establish appropriate management systems and continue to improve them.
- Suppliers should strive to understand their impact on biodiversity, to the maximum extent possible, and promote resource utilization, with consideration for biodiversity.
- Supplier shall implement systems to prevent spills and releases of substances that have an

adverse impact on the environment.

(2) Respect for environment-related rules

- Suppliers should comply with all applicable environmental laws and regulations and should strive to prevent environmental pollution and damage.
- Emissions with the potential to adversely impact human or environmental health shall be appropriately managed, controlled, and treated prior to release into the environment.
- Waste should be treated properly in accordance with applicable laws and regulations, etc.
- Suppliers should manage and handle chemical substances properly.
- Suppliers should obtain the necessary environmental permits and approvals and submit the required reports to administrative bodies.

6) Information Management

Suppliers should properly manage information on our business.

(1) Proper management of personal and confidential information

- Suppliers should comply with laws and regulations, etc. when using personal information obtained during their business activities.
- Suppliers should comply with contracts etc. when using confidential information obtained during our business activities.
- Suppliers should undertake sufficient measures to protect personal and confidential information and manage it strictly.

(2) Compliance with laws and regulations and internal regulations

- Suppliers should develop internal policies and regulations based on laws and regulations.
- Suppliers should store, dispose of, and preserve documents and data in accordance with their internal regulations.

(3) Proper use of information systems and equipment

- Suppliers should use electronic equipment such as the company's information systems and computers (PCs) and e-mails properly in accordance with their internal regulations.

(4) No insider trading

- When suppliers come to know important facts about their own or other companies, which are not yet publicly disclosed, in their business activities, the suppliers should refrain from divulging such information or from trading in the securities of relevant companies, such as stocks and bonds, until the public announcement of such important facts.

(5) Timely, appropriate and fair disclosure of information

- Suppliers should disclose information to stakeholders in an appropriate and fair manner, regardless of whether the disclosure is compulsory by laws and regulations, etc.

7) Risk Management

Suppliers should manage risks and crises pertaining to our operations appropriately.

(1) Execution of risk management and crisis management

- Suppliers should manage risks pertaining to their business in an organized manner, anticipate risks that may arise in the future, and work toward improvement, solution, and elimination of those risks.
- Suppliers should conduct crisis management to enhance the abilities required to respond to risks and manage crises, such as the prevention and early detection of crises and swift recovery when they occur.

It is important for the entire supply chain to understand this Kyowa Kirin Group Supplier Code of Conduct and act accordingly to realize sustainable procurement. We ask suppliers who have received this Kyowa Kirin Group Supplier Code of Conduct to communicate the code to the people not only in their own company but also to their suppliers, to implement appropriate resource allocation and to organize appropriate systems, procedures, and processes. Suppliers shall properly investigate concerns relating to this Kyowa Kirin Group Supplier Code of Conduct and take corrective actions, as appropriate.

In addition, we also ask suppliers to cooperate with promoting activities to realize a sustainable society throughout the supply chain by managing each initiative through their management systems.

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Person Responsible for Issuance:

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