

# **RESPONSIBLE ENTREPRENEURSHIP**

NIPRO'S CORPORATE SOCIAL RESPONSIBILITY

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## **1. Improving the Working Environment**

At Nipro, we attach great importance to creating a workplace environment in which employees can work with a sense of security, demonstrating their abilities to the fullest. We also value the employees' physical and mental health and actively support their health maintenance and enhancement. To enable employees with diverse backgrounds to proactively work with high morale and motivation, putting their respective strengths to maximum use, close attention is paid to ensuring fairness in personnel management and performance evaluation, as well as assisting the employees in achieving a good work-life balance.

### **1.1.** Transparent, fair and objective personnel management

#### We strive to conduct transparent, fair and objective personnel management.

We handle personnel affairs in a transparent and fair manner. No employees will be treated in a discriminatory manner in hiring, evaluation, assignment, promotion, education, and so forth, because of their relationships with the Directors, other employees, or those who are making decisions regarding these matters.

## **1.2.** Support to people with physical or mental disabilities

#### We support people with physical or mental disabilities.

We strive to promote the employment of people with physical or mental disabilities.

# **1.3. Objective evaluation, a favourable working environment**

We strive to ensure fair and objective evaluation of employees' work performance and achievements and to create a favourable working environment.

1. Employees' work performance and achievements are evaluated in a fair and objective manner.



- 2. Improvement is constantly pursued so that each workplace remains a favourable environment in which employees can fully concentrate on their work.
- 3. Part-time workers and limited-term contract workers will not be treated in an unfair or discriminatory manner.
- 4. Temporary staff will be hired in compliance with applicable laws and regulations, and efforts will be made to build appropriate relations with them.

## 1.4. Prevention and elimination of harassment

#### We strive to create a workplace that does not trigger harassment.

Harassment violates the human rights of affected persons and deteriorates the workplace atmosphere. Some forms of harassment are criminal offences and can even jeopardize the Company's reputation and credibility in society. We strive to prevent and eliminate harassment, observing the following:

- Employees will not be subjected to touching by persons of the opposite sex against their will, sexual advances, coercion into a sexual relationship, or unfair treatment due to their responses to such behaviour.
- 2. Employees will not be persistently reprimanded or subjected to inappropriate or insulting remarks by those in a higher position in such a way as to ignore their personal dignity.

## **1.5. Ensuring workplace safety and hygiene**

#### We strive to maintain workplace safety and hygiene.

- We observe applicable laws and regulations and in-house rules concerning safety and hygiene. We pursue thorough safety and hygienic management, upholding as our basic principles the total elimination of work-related accidents, the prevention of diseases, and the maintenance and promotion of health.
- 2. Each employee takes care to maintain and enhance his or her health and safety.

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 We give sufficient consideration to the maintenance and enhancement of employees' physical and mental health, while making efforts to maintain and enhance a sound working environment.

# 2. Contributing to society

### 2.1. Assistance to disaster-stricken areas

Nipro provides assistance to areas affected by earthquake, tsunami and other disasters by

giving its products for free, donating money raised from its employees and business partners, and participating in charity bazaars organized by employee volunteers.



## 2.2. Greenery promotion fund-raising initiative

Nipro introduced a system in which the vending machine in the company cafeteria is used to raise and donate money for greenery promotion. The company donates to the Osaka Green Trust one percent of the proceeds from beverage sales via the beverage manufacture.



## 2.3. Community clean-up campaign

We participate in clean-up campaigns held around our offices and factories, to help keep the local community clean.



## 2.4. Blood donations at business sites

As a corporation involved in medical care, Nipro holds yearly blood donation programs at

its offices and factories. For such support of blood donation drives, Nipro has received awards of merit from the Minister of Health, Labor and Welfare and the Governor of Osaka.





## 2.5. PET bottle cap collection campaign

Nipro joins the campaign to collect PET bottle caps to fund vaccines for world children. Through recycling of these caps, CO<sub>2</sub> emissions are reduced. This drive not only contributes to environmental protection;



the proceeds from selling the caps to recycling manufacturers are donated to charitable organizations and used to fund vaccination of children in developing countries.

### 2.6. Aluminium can collection program

We collect used aluminum cans to use the proceeds to buy and donate wheelchairs. This program helps conserve resources and serves as a social welfare activity.

## 2.7. Donation of used stamps

We collect used stamps from the mails sent to our offices and employees' homes and donate these stamps to the Japan Overseas Christian Medical Cooperative Service (JOCS). The proceeds from used stamp sales help fund the dispatching of health care workers overseas.



# **3. Pursuing eco-friendly business approach**

### 3.1. Enhancing environmental awareness

Nipro recognizes the importance of environmental preservation and acts conscientiously.

1 : Active involvement in environmental issues is an essential part of corporate activity. We keep an eye on our potential impact on the global environment not in the manufacturing process alone, but in all aspects of our business activities. In our efforts to preserve and improve the environment, we pursue efficient use of resources and energy, reduction of waste and emissions, assessment and mitigation of the impact of our products and production process on the environment, and development and use of environmental technologies.



- **2**: We take swift and appropriate action to alleviate any adverse impact or potential impact on the environment and to improve the environment. We also cooperate with the local community in environmental activities and provide fair and appropriate information.
- **3** : To help reduce environmental burden we promote recycling, lights-off and other conservation activities that can easily be done on a daily basis.

### 3.2. Promoting environmental management

Nipro promotes various activities at its offices and factories to reduce burdens on the global environment. Recognizing environmental conservation as a key issue, each and every worker is actively involved in eco-friendly initiatives, such as conservation and reuse of resources, and energy-saving campaigns for lighting and air-conditioning systems.

- Paperless office (digitizing documents for internal use, eliminating meeting handouts etc.)
- Reduction of paper and other waste
- Recycling of resources at factories
- Energy conservation at offices (maintaining air-conditioning pre-set temperatures at 28°C for cooling and 20°C for heating)
- Ensuring waste separation and recycling

# 4. Disaster Reduction Policy - In Connection with Our Business Activities -

### 4.1. Basic Policy

As providers of medical products and services directly concerned with the maintenance of human life and health, we at Nipro and the Nipro Group companies are committed to fulfilling our corporate social responsibility of ensuring a stable and continuous supply of products and services in and outside Japan, even in cases of large-scale disasters, new influenza pandemics and other natural disasters, as well as the outbreak of pathogenic infections.

To fulfill our social responsibility, we have adopted the "Nipro Disaster Reduction and Risk Management Handbook," which spells out matters required for calm and optimal behaviour and action in emergencies. We make constant effort to share with all our employees through



educational and awareness-raising programs the Company's accumulated wisdom and experience useful for smooth business continuation.

- We take sufficient and necessary preparatory and preventive measures to minimize damage in anticipation of the possible development of risks into actual events.
- In the case of an unforeseen disaster, we take action while giving top priority to the protection of human lives above all, assisting people to take refuge in safe places away from dangerous areas.
- Upon the occurrence of a disaster, we make the utmost effort to ensure the rescue and safety of those affected (victims) and to fulfil our social responsibility as a medical product manufacturer of stably supplying products and services needed by patients, medical institutions, customers (business partners), and local residents.
- In making an initial response to a disaster, we follow instructions issued by our respective organizational leaders, who manage and supervise their subordinates appropriately in compliance with applicable manuals. If unable to receive instructions from superiors due to the ongoing disaster, we strive to act and behave to the best of our ability, according to the decision that we have made on our own in compliance with the Basic Policy and in consideration of the danger and seriousness of risks involved.
- In post-disaster restoration, we take appropriate measures in accordance with
  predetermined procedures while giving top priority to the stable supply of products and
  services, particularly the continuation of business activities that are directly concerned
  with the maintenance of human lives and the prevention and containment of infections.
- We establish and review from time to time in-house regulations and manuals that are necessary for smooth implementation of the Basic Policy and make budgetary arrangements required for prevention, restoration, and other disaster reduction activities.
- Organizational leaders strive to organize educational, awareness-raising, and regular or irregular training programs so that the Basic Policy will become widely known within their organizations and that all the employees will understand and embrace the Basic Policy.

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## 4.2. Business Continuity Plan (BCP)

Nipro and the Nipro Group companies have a business continuity plan (BCP) to minimize disaster damage and ensure smooth continuation of business activities, with special focus on Nankai megathrust earthquakes and other major earthquakes (6 or higher on the Japanese seismic intensity scale) and natural disasters for the Nipro Group companies that have offices and facilities in Japan, and on warfare, armed conflicts, riots, terrorism, anti-Japanese demonstrations, strikes, and other eventualities for those located outside Japan.

#### 4.2.1. BCP Basic Policy

- Assurance of safety of employees and their families and other related parties
- Stable supply of medical products and services that directly concern the maintenance of human life and health
- Containment of damage, earliest possible restoration to the normal state of business
- Fulfilment of responsibility as a corporate member of the local community through community-based disaster prevention/reduction activities

#### 4.2.2. Organizational System for Countermeasures

Upon the occurrence of a disaster, disaster relief headquarters are set up at the Head Office, and on-site disaster relief headquarters at or near the disaster-stricken site. BCPrelated functions and duties are designated and distributed among several teams so that they may work in collaboration, while following instructions from their respective managers or leaders.





#### 4.2.3. Disaster Reduction Measures

In anticipation of natural disasters and other eventualities, the following measures are compiled in the form of an operational manual.

(1)Power supply

Securing of emergency power supplies sufficient to provide electricity for three days (72 hours)

(2)Water supply

Water storage for supply for three days (72 hours)

(3)Assistance to employees experiencing difficulty in going home

Securing of shelters for such employees

(4)Disaster reduction equipment and materials

Procurement of equipment and materials necessary for rescue and relief operations

The Nipro Group companies are strongly encouraged to stock necessary emergency supplies of daily, office, and disaster reduction materials in respective workplaces, in consideration of the size, business type, building structure and location (floor), composition of occupants, and other details of each workplace. Likewise, Nipro Group company employees are encouraged to stock necessary emergency supplies at home as well.



#### 4.2.4. System for confirming the personnel's safety

We have constructed a system for quickly confirming the safety status of the personnel and their families using their cell phones and personal computers, following the occurrence of a major disaster.

#### 4.2.5. Education and training

For smooth BCP implementation, education and training programs are organized for Nipro Group employees as summarized below.

Category	Item	Objectives
Education	BCP awareness- raising education	Awareness-raising seminar at each workplace
	BCP seminar	Information on the particulars of the Company's BCP
Practical training	Fire-fighting training	General training in a simulated fire-fighting situation, including evacuation, fire extinguishing, and roll call
	Fire extinguisher handling and evacuation	Use of a fire extinguisher, confirmation of emergency evacuation routes, behavioural and gestural practices in case of smoke
	Emergency medical response and AED (automated	Confirmation and practical exercises of heart resuscitation and AED use



Category	Item	Objectives
	external defibrillator)	
	Safety status confirmation	Exercise in reporting using safety status confirmation system
	Guidance training	Training in guiding customers and people with disabilities along emergency routes
Inspection	Inspection of fire extinguishers	Legally mandatory periodic inspection
	Inspection of AED	Absence/presence of abnormal lamps, confirmation of location
	Other disaster reduction equipment and tools	Legally mandatory periodic inspection, confirmation of location
	In-house PA system	Legally mandatory periodic inspection
		Inspection for defects in the PA system
	Satellite telephone	Inspection for defects



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# 4.3. Collaboration with local communities in emergencies (CSR)

Fully aware of our status as a corporate member of the local community, we cooperate with local residents in disaster prevention and reduction, mutual assistance in emergencies, and post-disaster restoration and recovery.

#### 4.3.1. 1. Voluntary measures for disaster prevention

As a corporate member of the local community, we carry out the following communitybased disaster prevention/reduction activities as much as possible and reinforce our ties with the local community:

- (1)Active information exchange on disaster prevention and reduction with local residents and their self-governing associations, cooperation and support for the preparation of sandbags and other materials
- (2)Voluntary organization of disaster prevention/reduction groups, active involvement in the cultivation of an anti-disaster community culture
- (3)Voluntary joint organization of seminars and training programs about furniture fixation in private houses, emergency medical response (heart resuscitation and AED use)
- (4)Fire patrols

#### 4.3.2. 2. Mutual assistance following a disaster

As CSR activities for local residents, we carry out the following as much as possible:

- (1)Guidance of local residents on evacuation
- (2)Support, rescue, and relief to those requiring assistance
- (3)Initial fire extinction
- (4)Provision of disaster reduction/prevention equipment and materials; water and food; shelters and other facilities; heaters, blankets, and other supplies against the cold; disasterrelated information
- (5)Assistance in other forms as required



#### 4.3.3. 3. Post-disaster restoration and recovery

As CSR relating to post-disaster restoration and recovery, we provide assistance as our human and budgetary resources permit in areas including the following:

- (1)Gratuitous supply of medical equipment and pharmaceutical drugs
- (2)Donations
- (3)Promotion of voluntary work for post-disaster restoration
- (4)Stable supply of products and services, construction and maintenance of an emergency delivery system

## 5. Ecologically friendly products

ForaCare Suisse AG, declare that the products we provided are designed, manufactured, distributed and disposed according to the requirements of European Environmental Directives and local regulations.

• RoHS Directive (EU Directive 2011/65/EU on the restriction of the use of certain hazardous substances in electrical and electronic equipment)

• WEEE Directive (EU Directive 2012/19/EU on waste electrical and electronic equipment)

• Local Enviromental and Factory Regulations

Please see diagram below:





