

## Sustainable Procurement Guidelines

### 1. Sustainable Procurement Campaign

PT Hisamitsu Pharma Indonesia's management philosophy is "Improving the quality of life (QOL) of people around the world".

Carrying the culture of "Te a te" is the mission of PT Hisamitsu Pharma Indonesia, based on the management philosophy and mission of this company, PT Hisamitsu Pharma Indonesia will strive to increase corporate value and promote sustainable procurement by emphasizing the application of ESG (Environment, Society, Governance) and SDGs (Sustainable Development Goals).

### 2. Basic Policy on Sustainable Procurement

As part of its sustainability efforts, PT Hisamitsu Pharma Indonesia has established a "Basic Policy for Sustainable Procurement" to build a sustainable supply chain.

The formulation of "Basic Policy for Sustainable Procurement" is as follows:

#### 1) Compliance with laws and regulations

In carrying out its business activities, PT Hisamitsu Pharma Indonesia will comply with laws and regulations, including but not limited to the Antimonopoly Law and the Law on the Prevention of Unfair Business Competition.

#### 2) Compliance with social norms

To prioritize procurement activities based on high ethical standards, PT Hisamitsu Pharma Indonesia will carry out a fair and impartial selection process. PT Hisamitsu Pharma Indonesia does not accept, request, or promise to provide benefits (money, goods, entertainment, etc.) unlawfully or unfairly. PT Hisamitsu Pharma Indonesia will not disclose or leak any confidential information obtained through activities between individuals or companies to other unauthorized parties.

#### 3) Respect Human Rights

The company has established the "PT Hisamitsu Pharma Indonesia Human Rights Policy" and conducts business activities based on respect for Human Rights. PT Hisamitsu Pharma Indonesia will contribute to sustainable community development through PT Hisamitsu Pharma Indonesia business activities.

#### 4) Maintenance and improvement of occupational safety and health

PT Hisamitsu Pharma Indonesia is guided by the Occupational Safety and Health (OSH) Policy and the Environment in contributing to the protection and improvement of occupational safety and health

#### 5) Concern for the environment

PT Hisamitsu Pharma Indonesia is guided by the Occupational Safety and Health (OSH) Policy and the Environment in contributing to the protection and development of environmental preservation.

#### 6) Build trusting relationships with suppliers

- PT Hisamitsu Pharma Indonesia will engage in constructive dialogue with suppliers and strives to increase the corporate value of all suppliers.

- PT Hisamitsu Pharma Indonesia also addresses various social demands, such as protecting the environment and workers at supplier production sites.

### 3. Standards for Sustainable Procurement for Suppliers

PT Hisamitsu Pharma Indonesia promotes sustainability initiatives and enhances the company's value of its suppliers throughout the supply chain by imposing a standard "Sustainable Procurement Standard For Suppliers" to ensure suppliers understand and comply with this procurement standard.

Within "Sustainable Procurement Standards for Suppliers" PT Hisamitsu Pharma Indonesia requests that suppliers:

- 1) Respect Human Rights.
- 2) Prohibit the use of child labor and forced labor.
- 3) Do not discriminate and treat workers unfairly and strive for stable employment.
- 4) Comply with laws and regulations in the field of Manpower.
- 5) Strives to use environmentally friendly raw materials, etc., efficiently use resources and energy, and reduce waste.
- 6) Comply with laws and regulations in the environmental sector and properly manage industrial waste.
- 7) Comply with applicable laws and regulations in carrying out business activities, such as laws and regulations within trade and industry area, as well as laws against monopoly and unfair business competition.
- 8) Do not accept, ask for, or promise to provide benefits (money, goods, entertainment, etc.) to any party that is illegal or unfair
- 9) Do not establish a relationship with an anti-social organization or group.
- 10) Do not disclose, or leak any confidential information that has been obtained to unauthorized parties without the permission of the owner of the confidential information.