

Sustainable Procurement Guidelines

Daifuku Co., Ltd.

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<Preface>

Under our company creed “Hini Arata”^{*} and our management philosophy “Automation that Inspires,” the Daifuku Group aims to achieve a sustainable society^{*1} in line with our Group Code of Conduct.

^{*}Company creed: Today we are doing better than we were yesterday. Tomorrow we will be growing ahead of where we are today.

As various social problems such as global environmental issues including climate change and human rights issues become more apparent and pressing, society's expectations for companies to resolve these problems are increasing. With this understanding, the Daifuku Group has been committed to the United Nations Global Compact (UNGC),^{*2} an initiative consisting of 10 principles covering the four areas of human rights, labor, the environment, and anti-corruption, and also strengthened our ESG^{*3} (Environment, Society, and Governance) and SDG^{*4} (Sustainable Development Goals) commitments.

Through our independent efforts alone, however, it would be extremely difficult for our group to solve a wide range of social issues. It is only through your cooperation as our valued business partners engaged in the production, installation, and services for our Group's products that we are able to promote meaningful initiatives. We believe that not only complying with laws and regulations but also respecting internationally recognized norms and principles, and building a sustainable supply chain are of key importance to both our business partners and the Daifuku Group.

Against this background, we formulated our Sustainable Procurement Guidelines ("Guidelines") which specify the standards that we would like you as our business partners to comply with. We hope that you will understand and adhere to the purpose and content of these Guidelines and work together with us to realize a sustainable society.

<Operation of the Guidelines>

- We ask you to comply with these Guidelines, formulate your own rules, establish management systems, and cooperate with us in realizing ongoing improvements.
- The Daifuku Group considers the status of our business partners' compliance with these Guidelines as one of our criteria for determining whether to continue doing business with them. If a business partner acts in a manner that significantly undermines the purpose of these Guidelines, such as failing to take corrective measures following a violation of the Guidelines or failing to report a serious violation to the Daifuku Group, we will have no choice but to cancel trading with that partner.

<Confirming and reporting compliance and implementing corrective measures>

- The Daifuku Group may ask you to conduct questionnaire surveys or audits to confirm your status of compliance with these Guidelines. We ask all of our business partners to understand the purpose of these Guidelines and cooperate with surveys and audits.
- We also ask you to encourage your supply chains (contractors and subcontractors) to comply with these Guidelines. Likewise, we ask your cooperation in communicating the purpose and content of these Guidelines to major contractors and subcontractors and in advising them to comply with these Guidelines.
- From time to time, we may conduct audits through a third party designated by the Daifuku Group. These audits may be conducted without prior notice. At that time, we will require you to allow us to enter your production sites, company housing, cafeterias, waste treatment facilities, and other related facilities to the extent necessary for the audits. We will also ask for your permission to peruse relevant documents and records and interview all relevant workers to the extent necessary for our audits.
- With your cooperation, the Daifuku Group may also make similar requests to your subcontractors to the extent necessary for audits.
- Furthermore, we may ask you to create and implement corrective action plans to be completed within a reasonable period of time to address any violations identified through questionnaire surveys and on-site audits, and to report on progress and results to the Daifuku Group from time to time.

1. Compliance with Laws and Regulations

1.1 Compliance with laws, regulations, and other social norms

- **Comply with laws and regulations of each country and region and respect the international codes of conduct.*⁵**

Details

- Comply with laws and regulations of countries and regions where you conduct business, and respect the international codes of conduct.
- Develop policies and management systems for regulatory compliance, and provide appropriate education and training for workers.
- Establish a contact desk for internal reporting for the prevention and early detection of misconduct. In addition, protect the privacy of users of the contact desk and take prompt, appropriate action to remedy misconduct.

1.2 Fair trading

- **Refrain from engaging in any activity that impedes fair, transparent, and free competition.**

Details

- Do not engage in any private monopoly*⁶ or act that unfairly restricts trade including cartels*⁷ and bid-rigging.*⁸
- Refrain from abusing any comparative advantage*⁹ you may have over other parties to make unilateral decisions on transactions in your favor, or resorting to unfair trading practices that make conducting business difficult for other companies.
- Refrain from impeding the interests of your company in favor of your own personal interests in situations where your interests and the company interests conflict.

1.3 Elimination of dealings with antisocial forces

- **Eliminate any dealings with antisocial forces or organizations*¹⁰ that are a threat to the order and safety of civil society.**

1.4 Protection of intellectual property rights*¹¹

- **Respect the intellectual property rights of the Daifuku Group and third parties, and refrain from the unfair use or violation of these rights.**

1.5 Prohibition of corruption

- **Refrain from any corrupt practices in your dealings with customers, suppliers, and other business partners.**

Details

- Maintain transparent, fair relationships with politicians and public officials in the countries and regions where you conduct business, and refrain from making bribes or illegal donations or any other kind of misconduct.
- Even when parties involved in transactions are not politicians or public servants, refrain from corrupt practices, extortion, or providing or offering unjust gains*¹² such as the payment of kickbacks.*¹³

1.6 Communication with workers and consultation desk

- **Provide opportunities for regular communication with workers. Make efforts to create an environment where workers can express their opinions and concerns including establishing a consultation desk as necessary.**

Details

- Make efforts to promote communication and maintain a healthy organizational culture where workers can feel at ease in expressing their opinions and concerns.
- As necessary, put in place systems for preventing and detecting fraud, such as establishing a contact desk and other channels for internal reporting and consultation.

2. Labor Standards

2.1 Respect for human rights and elimination of discrimination

- **Uphold internationally recognized human rights*¹⁴ and eliminate discrimination in respect of employment and occupation.**
- **Do not be complicit in human rights violations.**

Details

- Respect and protect internationally recognized human rights of all people engaged in business activities.
- Prohibit and eliminate discrimination in wages, promotion, remuneration, retirement, education, recruitment and hiring based on nationality, race, ethnicity, creed, place of origin, political views, skin color, language, religion, ideology, gender, age, disability, gender identity, sexual orientation, assets, employment status, or other attributes.
- Respect the traditions and customs of the countries and regions where you conduct business and the religious traditions and customs of the workers. In particular, give consideration to the extent appropriate to allow workers to engage in religious practices.
- Give due consideration to ensure that your company's decision-making and business activities do not involve human rights violations by third parties or complicity in these.

2.2 Elimination of abuse and harassment

- **Eliminate all forms of abuse and harassment.**

Details

- Refrain from any form of conduct that is injurious to the personal dignity of individuals or harmful to a healthy work environment, such as physical or mental abuse, sexual harassment or inhumane treatment including verbal abuse.
- Establish disciplinary policies and procedures for dealing with transgressions. Make these known to workers and ensure their fair operation.

2.3 Elimination of forced or compulsory labor*15

- **Eliminate all forms of forced or compulsory labor and refrain from being complicit in these.**

Details

- Do not tolerate any labor that is forced under threat of punishment or against an individual's will, such as slave labor through force, coercion, or bondage. Prohibit all forms of forced or compulsory labor, including labor through human trafficking.
- Do not engage in acts that violate workers' freedom to quit or leave their employment and freedom of movement, such as forcing them to pay fees or deposits, or to entrust their identification documents to you.
- If you recruit or employ workers through a third party such as a human resource broker or temporary staffing agency, require that third party to also comply with the provisions of this paragraph.

2.4 Abolition of child labor

- **Eliminate all forms of child labor and refrain from being complicit in these.**

Details

- Do not allow children who are under the age of 15, under the age at which compulsory education ends, or under the national or regional statutory minimum age for employment, whichever is the highest, to engage in work.
- Do not allow anyone under the age of 18 to engage in work that maybe detrimental to their health, safety, or morals. This includes late night work and overtime.
- If you recruit or employ workers through a third party such as a human resource broker or temporary staffing agency, require that third party to also comply with the provisions of this paragraph.

2.5 Appropriate management of working hours

- **Comply with statutory working hours, provide appropriate holidays and days off, and conduct labor management.**

Details

- Establish a work management system that accurately records arrival and departure times of workers each day and appropriately ascertains working hours.
- Ensure that standard working hours (regular working hours excluding overtime) do not exceed 48 hours a week or the statutory limit, whichever is stricter.
- Grant workers holidays as stipulated in laws and regulations, and provide a weekly holiday of at least 24 consecutive hours.
- Provide workers annual paid leave as stipulated by law.

2.6 Wages and benefits

- **Avoid making unfair underpayments by complying with laws and regulations regarding remuneration including payment of minimum wages and overtime premium allowances.**

Details

- Enter into work contracts with workers that clearly state terms and conditions of employment in accordance with applicable laws and regulations.
- Prepare and issue to all workers an employment contract or employment notice clearly stating terms and conditions of employment in a language that the workers can understand.
- Comply with all laws and regulations applicable to remuneration. These include laws and regulations concerning minimum wages, overtime work, statutory benefits and wage deductions.
- Provide detailed pay slips on the wage payment date.
- Wages must be at least the minimum wage required by law or the prevailing industry wage, whichever is higher.
- Ensure that the level of wages paid to workers is at least the amount required to maintain the minimum standard of living for workers and their families in the region (living wage*¹⁶).
- Overtime premium wages paid must be at least the premium rate stipulated by local laws and regulations.
- Do not make unfair wage deductions. Deductions taken from wages as a disciplinary measure may be illegal as unfair wage deductions.

2.7 Respect for freedom of association and right to collective bargaining

- **Respect the freedom of workers to form and join labor unions of their own choice.**
- **Respect the right of workers to bargain collectively.**

Details

- Respect workers' freedom of association and rights to join a labor union, engage in collective bargaining, and protest as means for achieving labor-management talks on matters such as the work environment and wage levels under laws and regulations.
- Ensure that workers and their representatives are able to voluntarily discuss and engage in negotiations with management regarding working conditions and management practices without fear of reprisal, threats, or harassment.

2.8 Respect for foreign nationals and migrant workers*¹⁷

- **Treat foreign and migrant workers fairly, the same as any other workers.**

Details

- Ensure transparency in employment terms and conditions and decent working and living conditions for foreign and migrant workers.
- Comply with all applicable laws and regulations when employing foreign and migrant workers.
- Do not require foreign nationals or migrant workers to entrust to you custody of official identification documents or work permits, or to pay recruitment fees or lodge deposits.

In line with the United Nations Guiding Principles on Business and Human Rights,^{*18} we have formulated the Daifuku Group Human Rights Policy, which clarifies our approach to human rights in conducting business activities. Following this policy, we will work together with our business partners to promote respect for human rights and seek your cooperation in our endeavors.

> [Link to Daifuku Group Human Rights Policy](#)

3. Health and Safety

3.1 Ensuring a safe and sanitary working environment

- **Maintain a safe and sanitary working environment.**

Details

- In compliance with relevant laws and regulations, design and construct buildings that are appropriate for the health and safety of workers, and conduct regular inspections of buildings to ensure their safety.
- Taking into consideration the age, gender, and characteristics of the workers, create a comfortable work environment. Give particular consideration to work that places physical strain on the body, work involving exposure to noise or foul odors, and work that requires handling hazardous substances.

- Establish a sanitary, pleasant work environment for workers by providing a sufficient number of clean toilet facilities, safe drinking water and meals (if meals are provided in cafeterias or dormitories, etc.), rest areas, suitable lighting, ventilation, and air conditioning. Additionally, if you provide housing facilities such as employee dormitories, operate these facilities to the same standards.
- Determine the health status of workers by implementing appropriate health management, and make efforts toward the prevention and early detection of occupational diseases.*¹⁹ Take measures to prevent damage to health and mental health problems caused by overwork.

3.2 Responding to industrial disasters and accidents

- **Implement safety measures that will lead to the prevention of industrial accidents.**

Details

- Endeavor to prevent industrial disasters and accidents through measures such as the following: adopt procedures that enable the avoidance of risks, conduct risk assessments (to identify latent risk) and systematically respond to identified risks, administer regular inspections and maintenance of machinery and equipment, implement safety measures for the operation of machinery (including physical protection and safety interlocks*²⁰), provide protective clothing and equipment, conduct safety management of chemical substances, and provide education and training in safety measures.

3.3 Responding to emergencies

- **To protect the lives and physical safety of workers, prepare emergency response plans and make these known to workers in anticipation of possible disasters and accidents.**

Details

- In preparation for a disaster, accident, or other mishap, establish countermeasures beforehand and ensure that everyone in the workplace is familiar with them. For example, make efforts to minimize the impact of an emergency situation by preparing a reporting protocol and warning system in the event of an emergency. Likewise, develop evacuation procedures, conduct evacuation drills, secure disaster readiness supplies, fire detectors, fire extinguishers, unobstructed evacuation exits, and external communication means, and formulate recovery plans.

3.4 Communication and education and training

- **Provide workers with appropriate health and safety information and opportunities for education and training.**

Details

- Provide health and safety information and opportunities for education and training in the workplace in the native language of the workers or in a language they understand to help prevent industrial disasters and accidents and to be able to respond to emergencies.

4. Quality and Safety

4.1 Ensuring product safety and quality control

- **Ensure the safety of the products and services you provide and establish a quality control system.**

Details

- Design, manufacture, and sell products that meet safety standards under the laws and regulations of each country to ensure adequate safety.
- Comply with laws and regulations applicable to the quality of products and services, and structure mechanisms and a management framework for complying with your quality standards and customer requirements.
- Provide accurate information concerning products and services, and ensure that you do not provide misinformation or falsified information. Accurate information here means details concerning the specifications, quality, and handling procedures of products and services are correct, and information concerning the substances contained in products is also correct.

5. Responsible Sourcing of Minerals

5.1. Conflict minerals

- **Make efforts to prevent the use of conflict minerals in all products, components, and materials you supply to the Daifuku Group.**

Details

- Conflict minerals are minerals mined in conflict-affected or high-risk areas (CAHRAs) where the mining of minerals may involve corrupt activities, support for armed groups, human rights violations, environmental destruction, or other adverse activity. To ensure you are not complicit in human rights violations or conflicts of armed groups through your corporate activities, you must avoid and mitigate such risks in the supply chain.

Conflict minerals: tin, tantalum, tungsten, gold

Areas concerned: Democratic Republic of the Congo and the surrounding nine countries

(Angola, Burundi, Central Africa, Republic of Congo, Rwanda, South Sudan, Tanzania, Uganda, Zambia).

6. Environment

6.1 Response to climate change

- **Make ongoing efforts to reduce greenhouse gas*²¹ emissions.**

Details

- Make efforts to identify and reduce greenhouse gases across all business activities to mitigate their impact on climate change and biodiversity.

6.2 Efficient use of resources, energy, and water

- **Make efficient use of resources and energy and promote efforts to conserve water resources.**

Details

- Make efforts to care for the environment through your business activities by implementing initiatives such as resource conservation and energy and water saving to reduce impacts on the environment.
- Promote further practice of the 3Rs (reduce, reuse, and recycle). This includes energy saving during manufacturing, reduction in resources used, and the selection of materials that are easy to reuse and recycle.
- Make efforts to promote the use of recycled materials and consider the introduction of renewable energy (renewables).

6.3 Conservation of the natural environment and biodiversity

- **Make efforts to maintain biodiversity and to minimize adverse effects on the air, water, soil, and other resources.**

Details

- Determine the adverse impacts your business activities have on the environment and biodiversity, and make efforts to stop, prevent, and mitigate these. Furthermore, use nature's resources (flora, fauna, air, water, soil, minerals, etc.) in a sustainable manner.

The Daifuku Group has formulated the Daifuku Environmental Vision 2050 and has made a commitment to “realize a world where material handling systems operate with zero impact on the environment.” While engaging in ongoing dialogue with our stakeholders, we aim to achieve this vision by promoting initiatives across the entire supply chain. We will conduct questionnaire surveys and interviews with our business partners as necessary. We ask you as our business partners to cooperate with us in this endeavor.

> [Link to Daifuku Environmental Vision 2050](#)

6.4 Control of chemical substances

- **Appropriately control chemical substances handled in products, manufacturing, and services in accordance with laws and regulations.**

Details

- Comply with laws and regulations and ensure the safe handling, transportation, storage, use, recycling, and disposal of chemicals.

The Daifuku Green Procurement Guidelines provide criteria for assessing chemical substances contained in our products.

> [Link to the Daifuku Green Procurement Guidelines \(Japanese only\)](#)

6.5 Control of contamination and pollution

- **Engage in ongoing activities to reduce environmental impacts, such as reducing pollutants and waste.**

Details

- Appropriately restrict and control air pollution, water pollution, soil pollution, noise, vibration, land subsidence, foul odors, and other pollutants that have a negative impact on the health and living environment of people in the areas where you operate and prevent the occurrence of pollution in accordance with local laws and regulations.

7. Information Security

7.1 Prevention of the leakage of confidential information and management and protection of personal information

- **Implement defensive measures against threats on computer networks and establish management systems for preventing leaks of confidential and personal information.**

Details

- Establish mechanisms and management systems for appropriately managing and protecting not only your own trade secrets,*²² know-how, confidential information, and other information, but also the trade secrets, know-how, confidential information, and other information you receive from customers and third parties.
- Comply with relevant laws and regulations concerning all personal information of business partners, customers, consumers, workers, and other parties, and manage and protect it so that it is not improperly or inappropriately acquired, used, disclosed, or leaked.

We ask our business partners who share confidential and personal information concerning Daifuku Co., Ltd. to take steps to further strengthen their information security.

- > [Information Security Management Guidelines for Business Partner Use](#)
- > [Information Security Management Guidelines Operation Handbook for Business Partner Use](#)
- > [Information Security Management Guidelines Check Sheet for Business Partner Use](#)

8. Business Continuity Plan

8.1 Drafting and preparing a business continuity plan

- **Identify and assess risks that will impair business continuity and draft a business continuity plan (BCP) *²³ that gives an overview of the status of your initiatives.**

Details

- Identify and assess risks that will have a significant impact on business continuity such as large-scale natural disasters (earthquakes, tsunami, floods, heavy rain, heavy snow, tornadoes), terrorism and riots, infectious diseases, and accidents such as fires and explosions.
- Draft a business continuity plan that documents business processes and procedures in the event you or your business partners are affected by a disaster so that you can quickly resume business activities to fulfill your supply responsibilities and minimize the impact of the disaster on the supply chain.

9. Contributing to Local Communities

9.1 Implementing social contribution activities

- **Using the management resources of your company, voluntarily engage in activities that will contribute to the development of international society and local communities.**

Details

- Minimize the negative impact your business activities have on local communities and the health of people, and contribute to the development of local communities through cooperative initiatives aimed at solving the problems of the respective communities.

10. Appropriate Disclosure of Information

10.1 Disclosure of financial and non-financial information^{*24}

- **Provide timely and appropriate disclosure of information to stakeholders.**

Details

- Appropriately disclose your company's financial and non-financial information in accordance with not only laws and regulations but also social norms.
- Do not falsify records or disclose false information.
- To maintain and develop a relationship of trust with stakeholders, make efforts to respond with accountability through communication activities including dialogue.

<Inquiries Concerning These Guidelines>

Please contact the department below concerning any inquiries you have regarding these Guidelines.

Supply Chain Innovation Promotion Department

Daifuku Co., Ltd.

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History of revisions

Date of revision	Edition	Details of main revisions
April 2017	1st edition	Details omitted as the revisions concerned the old version (CSR Procurement Standards).
January 2024	2nd edition	Complete revision. The CSR Procurement Standards was replaced by the Sustainable Procurement Guidelines .

<Glossary>

***¹ Sustainable society:**

A society in which a healthy and bountiful environment is maintained on both a global and local scale and, as a result, individual citizens are able to enjoy a lifestyle where they can attain happiness, which can be passed on to future generations.

***² United Nations Global Compact (UNGC):**

The world's largest sustainability initiative launched by the United Nations and private sector companies and organizations to build a sound global society.

***³ ESG:**

Investment activities and management and business activities that take into account the environment, society, and governance.

***⁴ SDGs:**

International goals for creating a sustainable, better world by 2030, set out in the 2030 Agenda for Sustainable Development adopted unanimously by member states at the United Nations Summit in September 2015.

***⁵ International codes of conduct:**

A body of expectations for socially responsible organizational behavior, derived from principles of customary international law,* generally accepted principles of international law, or universally or almost universally recognized intergovernmental agreements (including treaties and conventions). Examples of these include the International Bill of Rights, including the Universal Declaration of Human Rights;* the ILO Declaration on Fundamental Principles and Rights at Work;* the UN Guiding Principles on Business and Human Rights; the OECD* Guidelines for Multinational Enterprises; and the Sustainable Development Goals (SDGs) as international goals.

***Customary international law:**

International custom as evidence of a general practice accepted as law.

***Universal Declaration of Human Rights:**

The first declaration to give formal recognition to all peoples' fundamental human rights as a birthright. Adopted by the third UN General Assembly in Paris, France, on December 10, 1948, as "a common standard of achievements for all peoples and all nations."

***ILO Declaration on Fundamental Principles and Rights at Work:**

Proclamation adopted by the ILO General Assembly in 1998 declaring that member states have an obligation to respect, promote, and realize fundamental principles and rights at work, namely the freedom of association and the effective recognition of the right to collective bargaining, the elimination of forced or compulsory labor, the abolition of child labor, and the elimination of discrimination in respect of employment and occupation.

***OECD:**

Abbreviation for the Organisation for Economic Cooperation and Development. An international organization for promoting discussion on the international economy as a whole. Also referred to as the world's largest think tank.

***⁶ Private monopoly:**

Activities whereby a company, either singly or in collusion with other companies, attempts to monopolize a market by shutting out competitors and blocking new entrants in the market.

***⁷ A cartel:**

An association of companies that negotiates and jointly decides on various business arrangements such as product prices and production quantities, which under normal circumstances are decided by individual companies.

***⁸ Bid-rigging:**

The practice of prior collusion by companies participating in a tender for public works or the supply of goods to national or local governments to end competition by deciding beforehand on matters such as which company will receive an order, at what price, etc.

***⁹ Abuse of a comparative advantage:**

The practice of a party whose position in a transaction is superior to that of another party of using that position to

unfairly disadvantage the other party from the perspective of normal business practices.

***10 Antisocial forces or organizations:**

Organized crime groups, their individual members, corporate extortionists, or rogue persons or groups proclaiming themselves as social or political activists that make full use of violence, force, and fraudulent methods to pursue economic gains.

***11 Intellectual property rights:**

Ideas and creations created by human intellectual activities that are protected as rights stipulated by law or rights related to legally protected interests. These include patent rights and utility model rights.

***12 Unjust gains:**

Profits obtained in a manner contrary to public order, morality, or good faith. For example, this may also correspond to compliance with a request from a foreign government official for money to obtain a visa or other favor. Entertainment and gifts beyond the scope of national or regional business customs as well as entertainment and gifts given for the purpose of obtaining inappropriate personal gains or unfair preferential treatment also fall under unjust gains.

***13 Kickback:**

A payment received following collusion with a business partner to have a company make an inflated payment, and then receiving the amount by which the payment was inflated.

***14 Internationally recognized human rights:**

Rights that are the birthright of every human being including the following at minimum:

- Rights expressed in the International Bill of Rights, including the Universal Declaration of Human Rights
- Fundamental rights stated in the ILO Declaration on Fundamental Principles and Rights at Work.

***15 Forced or compulsory labor:**

Any work or service coerced under threat of detriment and not volunteered by the doer. There are many forms of forced or compulsory work including the following:

- Slave labor
- Debt bondage (bonded labor)
- Physical abduction or kidnapping
- Human trafficking
- Physical confinement in the work location (in prison or in private detention)
- Forced overtime
- Forced labor includes retention of a person's official documents such as passport, other identification documents and work permits, and restricting a person's freedom to leave his/her job and freedom of movement.

***16 A living wage:**

Based on a different concept from the statutory minimum wage and generally higher than the minimum wage.

***17 Migrant worker:**

A person who plans to engage or is engaged in paid activities in a country where he/she does not have nationality.

***18 Guiding Principles on Business and Human Rights:**

A set of principles based on the three pillars of the duty of states to protect human rights, the responsibility of businesses to respect human rights, and access to remedy, which encourages all states and businesses, regardless of their size, sector, location, ownership and structure, to promote efforts to protect and respect human rights.

***19 Occupational disease:**

An illness caused by a work-related injury.

***20 Interlock:**

A type of safety control that prevents equipment from operating unless certain conditions are met before operation.

***21 Greenhouse gas:**

Any gas in the atmosphere that causes the greenhouse effect. The main greenhouse gases are carbon dioxide, methane, dinitrogen monoxide, and fluorocarbons.

***22 Trade secrets:**

Technical or business information useful for business activities, such as manufacturing or marketing methods, that is kept secret, and is not publicly known.

***23 Business continuity plan (BCP):**

A plan that decides beforehand activities to be carried out during normal times and methods and measures for business continuity in an emergency to minimize damages to business assets and enable the continuation or early recovery of core business operations in the event of an emergency such as a natural disaster.

***24 Non-financial information:**

Corporate information excluding financial statements such as balance sheets, profit and loss statements, cash flow, and other financial information and including environmental, social, and corporate governance (ESG) information as well as medium- to long-term management strategies and intellectual property information.