CSR Guidelines for Suppliers Check Sheets

Hino Motors, Ltd.

Examples of Answers

 The self-inspection Check Sheets have been prepared in order to facilitate self-diagnoses and self-improvements of your CSR initiatives.

Please make full use of this Check Sheets.

* Questions may vary depending on the topics of CSR. Please read each question with attention before answering.

Question	Answer (Multiple-choice)	
	Select the most appropriate answer, and enter the number in the answer box. Example: ①=1, ②=2, ③=3	Answer (Points)
<laws and="" regulations=""></laws>	① We always have all the latest information.	①[5 points]
Do you have the latest information of the	② We have almost all the important information.	②[3 points]
laws and regulations?	③ We will get the latest information whenever necessary.	3[1 point]
<organization></organization>	① It is clearly designated by company regulations.	①[5 points]
Do you designate a responsible	② It is designated though there is no company regulation.	②[3 points]
department (or a responsible person)?	③ It will be designated whenever necessary.	3[1 point]
<prevention></prevention>	① We have explicit regulations of policies, systems, rules and procudures in writing.	①[5 points]
Do you have policies, systems, rules and procedures for the company's total internal	② We have them in practice though there is no explicit regulations.	②[3 points]
prevention?	③ We will have them whenever necessary.	③[1 point]
<enlightenmnet></enlightenmnet>	① We regularly conduct enlightenment activities.	①[5 points]
Do you conduct enlightenment activities,	② We irregularly conduct them, or we conduct them for some employees.	②[3 points]
including education to your employees?	③ We will conduct them whenever necessary.	③[1 point]
<actual conditions=""></actual>	We are always aware of the actual conditions through constant execution of internal investigations.	①[5 points]
Are you aware of the actual conditions	② We try to be aware of the actual conditions through irregular execution of internal investigations.	②[3 points]
through internal investigations?	③ We do not execute any internal investigation.	3[1 point]
<risk management=""></risk>	① We have explicit regulations of policies, systems, rules and procudures in writing.	①[5 points]
Do you have systems to cope with	② We have them in practice though there is no explicit regulations in writing.	②[3 points]
problems when they occur?	③ We will have them whenever necessary.	③[1 point]

CSR Check Sheet

		Safety and Quality			CSR Check Sheet
Item	Question	Answer (Multiple-choice)		An	swer Box
		Select the most appropriate answer, and enter the number in the answer box. Example: ①=1, ②=2, ③=3	Answer (Points)		(Points)
	<laws and="" regulations=""> Do you have the latest information of the laws and regulations?</laws>	① We always have all the latest information. ② We have almost all the important information.	①[5 points]	<u> </u>	
		3 We will get the latest information whenever necessary	③[1 point]		_
<safety> You provide products and services</safety>	<pre><organization> Do you designate a responsible department (or a responsible person)?</organization></pre>	It is clearly designated by company regulations. It is designated though there is no company regulation.	①[5 points]		
	<pre><prevention> Do you have policies, systems, rules and procedures for the company's total internal prevention?</prevention></pre>	It will be designated whenever necessary We have explicit regulations of policies, systems, rules and procudures in writing. We have them in practice though there is no explicit regulations. We will have them whenever necessary	③[1 point] ①[5 points] ②[3 points] ③[1 point]		
You provide products and services fulfilling the safety standards set forth in each country and region.	<enlightenmnet> Do you conduct enlightenment activities, including education to your employees?</enlightenmnet>	We regularly conduct enlightenment activities. We irregularly conduct them, or we conduct them for some employees. We will conduct them whenever necessary.	①[5 points] ②[3 points] ③[1 point]		
	<actual a="" conditions<=""> Are you aware of the actual conditions through internal investigations?</actual>	We are always aware of the actual conditions through constant execution of internal investigations. We try to be aware of the actual conditions through execution of internal investigations. We do not execute any internal investigation.	①[5 points] ②[3 points] ③[1 point]		
	<risk management=""> Do you have systems to cope with problems when they occur?</risk>	We have explicit regulations of policies, systems, rules procudures in writing. We have them in practice though there is no explicit regulations in writing. We will have them whenever necessary.	①[5 points] ②[3 points] ③[1 point]		Subtotal
Quality> You develop and utilize a companywide system to ensure quality.	Do you configure and utilize a quality management system?	It is clearly determined by company regulations. It is determined though there is no company regulation. It will be determined whenever necessary	①[5 points] ②[3 points] ③[1 point]		Subtotal

Safety and Quality, Total

Item	Question	Answer (Multiple-choice)		Ans	swer Box
		Select the most appropriate answer, and enter the number in the answer box. Example: ①=1, ②=2, ③=3	Answer (Points)		(Poir
	Claus and Developme	① We always have all the latest information.	①[5 points]		
	Claws and Regulations > Do you have the latest information of the	We have almost all the important information.	②(3 points)		
	laws and regulations?	③ We will get the latest information whenever necessary	3(1 point)		
	<organization></organization>	① It is clearly designated by company regulations.	I[5 points]		
	Do you designate a responsible department (or a responsible person)?	It is designated though there is no company regulation. It will be designated whenever necessary.	2[3 points] (3)[1 point]		
<respect for="" human="" rights=""></respect>		① We have explicit regulations of policies, systems, rules	①(5 points)		-
ou forbid any discrimination based	<pre>Prevention> Do you have policies, systems, rules and</pre>	and procudures in writing. ② We have them in practice though there is no explicit regulations.	2(3 points)		
on race, religion, gender, age and ationality, and any acts against the espect for human rights, such as	procedures for the company's total internal prevention?	We will have them whenever necessary.	3{1 point}		
hild labor, forced labor and larassment, having a caring	<enlightenmnet></enlightenmnet>	We regularly conduct enlightenment activities.	①[5 points]		
entiment for colleagues in the vorkplace, and always trying to mprove the workplace environment	Do you conduct enlightenment activities, including education to your employees?	We irregularly conduct them, or we conduct them for some employees.	②[3 points]		
nd human relationsship.	including education to your employees	3 We will conduct them whenever necessary	3 [1 point]		
	<actual conditions=""></actual>	We are always aware of the actual conditions through constant execution of internal investigations. We try to be aware of the actual conditions through	①[5 points]	NE T	
	Are you aware of the actual conditions through internal investigations?	irregular execution of internal investigations.	②(3 points)		
		We do not execute any internal investigation. We have explicit regulations of policies, systems, rules	3[1 point]		-
	<risk management=""></risk>	and procudures in writing. ② We have them in practice though there is no explicit	①[5 points] ②[3 points]	N	Subtotal
	Do you have systems to cope with problems when they occur?	regulations in writing. ③ We will have them whenever necessary.	③[1 point]		
	<laws and="" regulations=""></laws>	① We always have all the latest information.	①{5 points}		
	Do you have the latest information of the	② We have almost all the important information.	②[3 points]		
	laws and regulations?	③ We will get the latest information whenever necessary.	3[1 point]		_
	<organization></organization>	① It is clearly designated by company regulations.	①[5 points]		
	Do you designate a responsible department (or a responsible person)?	② It is designated though there is no company regulation.	(2(3 points)		
		③ It will be designated whenever necessary.	3(1 point)		
<pay></pay>	<prevention> Do you have policies, systems, rules and procedures for the company's total internal prevention?</prevention>	We have explicit regulations of policies, systems, rules and procudures in writing.	①{5 points}		
		② We have them in practice though there is no explicit regulations.	②(3 points)		
ou abide by the laws and egulations of each country and egion relating to the minimum wage,		③ We will have them whenever necessary.	3[1 point]		_
egion relating to the minimum wage, evertime, payroll deduction, piece vage, other benefits, etc.	<enlightenmnet></enlightenmnet>	We regularly conduct enlightenment activities. We irregularly conduct them, or we conduct them for	①(5 points)		
	Do you conduct enlightenment activities, including education to your employees?	some employees.	②[3 points]		
		③ We will conduct them whenever necessary.	3[1 point]		
	<actual conditions=""></actual>	We are always aware of the actual conditions through constant execution of internal investigations.	①[5 points]	. —	
	Are you aware of the actual conditions through internal investigations?	We try to be aware of the actual conditions through irregular execution of internal investigations.	②[3 points]		
		We do not execute any internal investigation. We have explicit regulations of policies, systems, rules	③[1 point]		_
	<risk management=""></risk>	and procudures in writing. ② We have them in practice though there is no explicit	①(5 points) ②(3 points)		Subtotal
	Do you have systems to cope with problems when they occur?	regulations in writing. ③ We will have them whenever necessary.	(3/11 point)		

		Human Rights				
Item	Question	Answer (Multiple-choice)			Answer B	ox
		Select the most appropriate answer, and enter the number in the answer box. Example: ①=1, ②=2, ③=3	Answer (Points)			(
	<laws and="" regulations=""></laws>	① We always have all the latest information.	①[5 points]			
	Do you have the latest information of the	② We have almost all the important information	[2][3 points]	▶		
	laws and regulations?	3 We will get the latest information whenever necessary.	(3)[1 point]			
	<organization></organization>	① It is clearly designated by company regulations.	①(5 points)			
	Do you designate a responsible	② It is designated though there is no company regulation.	2(3 points)	▶		
	department (or a responsible person)?	③ It will be designated whenever necessary	3[1 point]	-		
	<prevention></prevention>	We have explicit regulations of policies, systems, rules and procudures in writing.	①[5 points]			
<working hours=""> You abide by the laws and</working>	Do you have policies, systems, rules and	② We have them in practice though there is no explicit	②[3 points]			
ulations of each country and ion relating to the determination o	procedures for the company's total finternal prevention?	regulations. ③ We will have them whenever necessary.	3[1 point]	▶∟		
rking hours (including overtime) as I as the granting of holidays and		We regularly conduct enlightenment activities.	①[5 points]			
nual paid leaves, etc. for your ployees.	<enlightenmnet></enlightenmnet>	② We irregularly conduct them, or we conduct them for	2[3 points]			
	Do you conduct enlightenment activities, including education to your employees?	some employees.				
		We will conduct them whenever necessary. We are always aware of the actual conditions through	③[1 point]			
	<actual conditions=""></actual>	constant execution of internal investigations. ② We try to be aware of the actual conditions through	①[5 points]	_		
	Are you aware of the actual conditions through internal investigations?	irregular execution of internal investigations.	2(3 points)			
		③ We do not execute any internal investigation.	3[1 point]			
	<risk management=""></risk>	We have explicit regulations of policies, systems, rules and procudures in writing.	①[5 points]			
	Do you have systems to cope with	② We have them in practice though there is no explicit regulations in writing.	②[3 paints]		Subtotal	
	problems when they occur?	3 We will have them whenever necessary.	3[1 point]	11.00		
afe and Healthy Working ironment>	Do you configure and utilize a company- wide system?	① It is clearly determined by company regulations.				
You place a high priority in ensuring he vocational safety and health in		This deality determined by company regulations.	①[5 points]			
er to have all employees work ely in the workplace, trying to		② It is determined though there is no company regulation.	- Pre		Subtotal	
prevent accidents and disasters, and help improve the health of		2 1. 13 determined though there is no company regulation.	②(3 points)		Sucretai	
ployees through the provision of dance, etc. for health promotion		(9) It will be determined whenever				
disease prevention in the rkplace.		③ It will be determined whenever necessary	3(1 point)			

Compliance, Total

		Environment		
ltem	Question	Answer (Multiple-choice)		Answer Box
		Select the most appropriate answer, and enter the number in the answer box. Example: ①=1, ②=2, ③=3	Answer (Points)	(Points)
<environment> You conduct environmental conservation activities in order to develop a system for continuous environment improvement</environment>	Do you conduct environmental conservation activities in order to develop a system for continuous environment improvement.	① It is clearly determined by company regulations. ② It is determined though there is no company regulation. ③ It will be determined whenever necessary.	①[5 points] ②[3 points] ③[1 point]	Subtotal
	<laws and="" regulations=""> Do you have the latest information of the laws and regulations?</laws>	We always have all the latest information. We have almost all the important information. We will get the latest information whenever necessary.	①[5 points] ②[3 points] ③[1 point]	
	<organization> Do you designate a responsible department (or a responsible person)?</organization>	It is clearly designated by company regulations. It is designated though there is no company regulation. It will be designated whenever necessary.	①[5 points] ②[3 points] ③[1 point]	
<environment> You are committed to the</environment>	<pre><prevention> Do you have policies, systems, rules and procedures for the company's total internal prevention?</prevention></pre>	We have explicit regulations of policies, systems, rules and procudures in writing. We have them in practice though there is no explicit regulations. We will have them whenever necessary.	①[5 points] ②[3 points] ③[1 point]	
management and recycling of environmentally hazardous substances.	<enlightenmnet> Do you conduct enlightenment activities, including education to your employees?</enlightenmnet>	We regularly conduct enlightenment activities. We irregularly conduct them, or we conduct them for some employees. We will conduct them whenever necessary	①[5 points] ②[3 points] ③[1 point]	
Are three	<actual conditions=""> Are you aware of the actual conditions through internal investigations?</actual>	We are always aware of the actual conditions through constant execution of internal investigations. We try to be aware of the actual conditions through irregular execution of internal investigations. We do not execute any internal investigation.	①[5 points] ②[3 points] ③[1 point]	
	<risk management=""> Do you have systems to cope with problems when they occur?</risk>	We have explicit regulations of policies, systems, rules and procudures in writing. We have them in practice though there is no explicit regulations in writing We will have them whenever necessary.	①[5 points] ②[3 points] ③[1 point]	Subtotal
	<laws and="" regulations=""> Do you have the latest information of the laws and regulations?</laws>	We always have all the latest information. We have almost all the important information. We will get the latest information whenever necessary.	①[5 points] ②[3 points] ③[1 point]	
<environment> You are engaged in environment</environment>	<organization> Do you designate a responsible department (or a responsible person)?</organization>	① It is clearly designated by company regulations. ② It is designated though there is no company regulation. ③ It will be designated whenever necessary	①[5 points] ②[3 points] ③[1 point]	
	<pre><prevention> Do you have policies, systems, rules and procedures for the company's total internal prevention?</prevention></pre>	We have explicit regulations of policies, systems, rules and procudures in writing. We have them in practice though there is no explicit regulations. We will have them whenever necessary.	①[5 points] ②[3 points] ③[1 point]	
improvement activities, such as the reduction of CO ₂ emissions and waste generated in business activities.	<enlightenmnet> Do you conduct enlightenment activities, including education to your employees?</enlightenmnet>	We regularly conduct enlightenment activities. We irregularly conduct them, or we conduct them for some employees. We will conduct them whenever necessary.	①[5 points] ②[3 points] ③[1 point]	
	<actual conditions=""> Are you aware of the actual conditions through internal investigations?</actual>	We are always aware of the actual conditions through constant execution of internal investigations. We try to be aware of the actual conditions through irregular execution of internal investigations. We do not execute any internal investigation.	①[5 paints] ②[3 paints] ③[1 point]	
	<risk management=""> Do you have systems to cope with problems when they occur?</risk>	We have explicit regulations of policies, systems, rules and procudures in writing. We have them in practice though there is no explicit regulations in writing. We will have them whenever necessary	①[5 points] ②[3 points] ③[1 point]	Subtotal

Environment

Item	Question	Answer (Multiple-choice)		Answer Box
		Select the most appropriate answer, and enter the number in the answer box. Example: ①=1, ②=2, ③=3	Answer (Points)	(Points)
	<laws and="" regulations=""> Do you have the latest information of the laws and regulations?</laws>	We always have all the latest information. We have almost all the important information. We will get the latest information whenever necessary	①[5 points] ②[3 points] ③[1 point]	
<environment> procedures for the company's total internal prevention? You take to the reduction of CO₂ emissions and packaging and wrapping materials generated in logistics. <enlightenmnet></enlightenmnet></environment>	Do you designate a responsible	It is clearly designated by company regulations. It is designated though there is no company regulation. It will be designated whenever necessary.	①[5 points] ②[3 points] ③[1 point]	
	Do you have policies, systems, rules and procedures for the company's total	We have explicit regulations of policies, systems, rules and procudures in writing. We have them in practice though there is no explicit regulations. We will have them whenever necessary.	①[5 points] ②[3 points] ③[1 point]	
	Do you conduct enlightenment activities,	We regularly conduct enlightenment activities. We irregularly conduct them, or we conduct them for some employees. We will conduct them whenever necessary.	①[5 points] ②[3 points] ③[1 point]	
	Are you aware of the actual conditions	We are always aware of the actual conditions through constant execution of internal investigations. We try to be aware of the actual conditions through irregular execution of internal investigations. We do not execute any internal investigation.	①[5 points] ②[3 points] ③[1 point]	
	We have explicit regulations of policies, systems, rules and procudures in writing. We have them in practice though there is no explicit regulations in writing. We will have them whenever necessary.	①[5 points] ②[3 points] ③[1 point]	Subtotal	

vironment, Total	
vironment, Total	

Item		Regional Contribution			
	Question	Answer (Multiple-choice)		Answer I	Вох
		Select the most appropriate answer, and enter the number in the answer box. Example: ①=1, ②=2, ③=3	n Answer (Points)		(Point
	<organization></organization>	① It is clearly designated by company regulations.	①[5 points]		
department (or a	Do you designate a responsible	2 It is designated though there is no company regulation.	.2[3 points]		
	department (or a responsible person)?	3 It will be designated whenever necessary	③[1 point]		
	<enlightenmnet></enlightenmnet>	① We regularly conduct enlightenment activities.	①[5 points]		
ntribution activitites as a reporate citizen in keeping with the	orate citizen in keeping with the Do you conduct enlightenment activities,	2 We irregularly conduct them, or we conduct them for some employees.	②[3 points]		
SR guidelines of the Hino Groupe the local community in which you e doing business.	including education to your employees?	3 We will conduct them whenever necessary	3[1 point]		
doing basiness.	<actual conditions=""></actual>	We are always aware of the actual conditions through constant execution of internal investigations	①[5 points]		
Are you aware of the actual conditions through internal investigations?	We try to be aware of the actual conditions through irregular execution of internal investigations.	②[3 points]			
	unough internal investigations?	3 We do not execute any internal investigation,	③[1 point]		

		Compliance				
İtem	Question	Answer (Multiple-choice)			Answer Box	
		Select the most appropriate answer, and enter the number in the answer box. Example: ①=1, ②=2, ③=3	Answer (Points)			(Points
<compliance></compliance>		① It is clearly determined by company regulations.	①(5 points)			
You develop and execute policies and systems, including action	Do you configure and utilize a company-wide system?	② It is determined though there is no company regulation.	(2)[3 points]	▶	Subtotal	
guildelines, reporting systems, education systems, etc. in order to achieve compliance	of Teach Control	3 It will be determined whenever necessary	③[1 point]	1		117
acineve compilarice.	<laws and="" regulations=""></laws>	① We always have all the latest information.	①(5 points)			
	Do you have the latest information of the	② We have almost all the important information.	2(3 points)			
	laws and regulations?	③ We will get the latest information whenever necessary	3[1 point]			
	70	① It is clearly designated by company regulations.	①(5 points)			
	Organization> Do you designate a responsible	② It is designated though there is no company regulation.	②(3 points)	⊳		
	department (or a responsible person)?	③ It will be designated whenever necessary	③[1 point]	<u> </u>	!	
	<prevention></prevention>	① We have explicit regulations of policies, systems, rules	3 [5 points]			
<management and="" of<="" protection="" td=""><td>Do you have policies, systems, rules and</td><td>and procudures in writing. ② We have them in practice though there is no explicit</td><td>2(3 points)</td><td></td><td></td><td></td></management>	Do you have policies, systems, rules and	and procudures in writing. ② We have them in practice though there is no explicit	2(3 points)			
Confidential Information>	procedures for the company's total	regulations.		▶		
You are committed to the appropriate management and protection of your		3 We will have them whenever necessary	3[1 point]			
own business secrets and confidential information, as well as	<enlightenmnet></enlightenmnet>	We regularly conduct enlightenment activities. We irregularly conduct them, or we conduct them for	①[5 points]	_		
the confidential information received from your customers and partners.	Do you conduct enlightenment activities, including education to your employees?	some employees.	②(3 points)	IPL_		
		③ We will conduct them whenever necessary.	3[1 point]			
	<actual conditions=""></actual>	We are always aware of the actual conditions through constant execution of internal investigations.	①[5 points]			
	Are you aware of the actual conditions	We try to be aware of the actual conditions through irregular execution of internal investigations.	②[3 points]			
	through internal investigations?	3 We do not execute any internal investigation.	3[1 point]		700	
	<risk management=""></risk>	We have explicit regulations of policies, systems, rules and procudures in writing.	①[5 points]	92		
	Do you have systems to cope with	We have them in practice though there is no explicit regulations in writing.	②(3 points)		Subtotal	
	problems when they occur?	3 We will have them whenever necessary.	③[1 point]	i in		Ξ),
	Claus and Day Joliana	① We always have all the latest information.	①[5 points]			
	Claws and Regulations> Do you have the latest information of the	② We have almost all the important information.	Z[3 points]			
	laws and regulations?	③ We will get the latest information whenever necessary	③[1 point]	-		
		① It is clearly designated by company regulations.	①{5 points}			
	<pre><organization> Do you designate a responsible</organization></pre>	② It is designated though there is no company regulation.	2[3 points]			
	department (or a responsible person)?	③ It will be designated whenever necessary.	③[1 point]	_		
<export td="" transaction<=""><td><prevention></prevention></td><td>① We have explicit regulations of policies, systems, rules</td><td>①[5 points]</td><td></td><td></td><td></td></export>	<prevention></prevention>	① We have explicit regulations of policies, systems, rules	①[5 points]			
Management>	Do you have policies, systems, rules and	and procudures in writing. ② We have them in practice though there is no explicit	②[3 points]			
You are committed to the strict management of exporting products	procedures for the company's total internal prevention?	regulations. 3 We will have them whenever necessary.	③[1 point]	►L_		
and technologies, etc., including the preparation and submission of		We regularly conduct enlightenment activities.				
confirmation documents of regulated items abiding by the laws and	<enlightenmnet></enlightenmnet>	We irregularly conduct them, or we conduct them for some	①[5 points]			
regulations related to export transactions.	Do you conduct enlightenment activities, including education to your employees?	employees.				
	8 8 8 8	We will conduct them whenever necessary. We are always aware of the actual conditions through	③[1 point]			
	<actual conditions=""></actual>	constant execution of internal investigations. ② We try to be aware of the actual conditions through	①[5 points]	_		
	Are you aware of the actual conditions through internal investigations?	irregular execution of internal investigations.	②[3 points]			
	misselfational investigations:	③ We do not execute any internal investigation.	③[1 point]			
	<risk management=""></risk>	 We have explicit regulations of policies, systems, rules and procudures in writing. 	①[5 points]	: <u> </u>		
	Do you have systems to cope with	② We have them in practice though there is no explicit regulations in writing.	②{3 points}		Subtotal	
	problems when they occur?	3 We will have them whenever necessary.	③[1 point]			

Care and Regulations	mation of the sible le person)? ms, rules and y's total and a conditions on s? and a conditions on s? and a conditions on s? and a conditions of the and a condition	Answer (Multiple-choice) Select the most appropriate answer, and enter the number in the answer box. Example: ①=1, ②=2, ③=3 ① We always have all the latest information. ② We have almost all the important information. ③ We will get the latest information whenever necessary. ① It is clearly designated by company regulations. ② It is designated though there is no company regulation. ③ It will be designated whenever necessary. ① We have explicit regulations of policies, systems, rules and procudures in writing. ② We have them in practice though there is no explicit regulations. ③ We will have them whenever necessary. ① We regularly conduct enlightenment activities. ② We irregularly conduct them, or we conduct them for some employees. ③ We will conduct them whenever necessary. ① We are always aware of the actual conditions through constant execution of internal investigations. ② We try to be aware of the actual conditions through irregular execution of internal investigations. ③ We do not execute any internal investigation. ① We have explicit regulations of policies, systems, rules and procudures in writing. ② We have them in practice though there is no explicit regulations in writing. ③ We will have them whenever necessary. ① We always have all the latest information. ② We have almost all the important information. ③ We will get the latest information whenever necessary. ① It is clearly designated by company regulations.	7 Answer (Points) 7 (Points) 7 (Points) 7 (Foints)		Subtotal	(Points
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<protection a="" and="" are="" bribery,="" committed="" donation="" from="" illegal="" in="" intellectual="" involvement="" no="" of="" outside="" p="" party's="" party,="" payoff="" political="" property="" protect="" refrain="" the<="" third="" to="" tou="" trom="" violating=""> <pre></pre></protection>	le person)? ams, rules and y's total ament activities, employees?	It will be designated whenever necessary We have explicit regulations of policies, systems, rules and procudures in writing. We have them in practice though there is no explicit regulations. We will have them whenever necessary. We regularly conduct enlightenment activities. We irregularly conduct them, or we conduct them for some employees. We will conduct them whenever necessary. We are always aware of the actual conditions through constant execution of internal investigations. We try to be aware of the actual conditions through irregular execution of internal investigations. We do not execute any internal investigation. We have explicit regulations of policies, systems, rules and procudures in writing. We have them in practice though there is no explicit regulations in writing. We will have them whenever necessary. We always have all the latest information.	3(1 point) (15 points) 2(3 points) 3(1 point) (15 points) 3(1 point) (15 points) (15 points) (15 points) (17 point) (15 points) (17 point) (15 points) (17 point) (18 points) (19 points) (19 points) (10 points) (11 point) (12 points) (13 points) (14 points)		Subtotal	
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You protect intellectual property rights in possession or attributable to you from a third party, and refrain from violating a third party's intellectual property rights, including fraudulent obtainment and unauthorized use	y's total ient activities, employees? it conditions ons? it conditions ons? it conditions on the implication of the implica	regulations. 3 We will have them whenever necessary. 1 We regularly conduct enlightenment activities. 2 We irregularly conduct them, or we conduct them for some employees. 3 We will conduct them whenever necessary. 1 We are always aware of the actual conditions through constant execution of internal investigations. 2 We try to be aware of the actual conditions through irregular execution of internal investigations. 3 We do not execute any internal investigation. 1 We have explicit regulations of policies, systems, rules and procudures in writing. 2 We have them in practice though there is no explicit regulations in writing. 3 We will have them whenever necessary. 1 We always have all the latest information. 2 We have almost all the important information.	3(1 point) 2(3 points) 2(3 points) 3(1 point) 2(3 points) 3(1 point) 3(1 point) 2(3 points) 3(1 point) 2(3 points) 3(1 point) 3(1 point) 3(1 point) 3(1 point)		Subtotal	
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from violating a third party's ntellectual property rights, including fraudulent obtainment and unauthorizd use	ent activities, employees? 3 1 conditions ons? 3 2 2 3 4 5 6 7 7 8 7 8 8 9 9 9 9 9 9 9 9 9 9 9	2 We irregularly conduct them, or we conduct them for some employees. 3 We will conduct them whenever necessary. 1 We are always aware of the actual conditions through constant execution of internal investigations. 2 We try to be aware of the actual conditions through irregular execution of internal investigations. 3 We do not execute any internal investigation. 1 We have explicit regulations of policies, systems, rules and procudures in writing. 2 We have them in practice though there is no explicit regulations in writing. 3 We will have them whenever necessary 1 We always have all the latest information. 2 We have almost all the important information. 3 We will get the latest information whenever necessary.	2(3 points) 3(1 points) 2(3 points) 3(1 points) 2(3 points) 2(3 points) 3(1 point) 1(5 points) 2(3 points) 2(3 points) 3(1 point) 3(1 points) 3(1 points)		Subtotal]
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Are you aware of the actual through internal investigation Risk Management > Do you have systems to copproblems when they occur? <laws and="" regulations=""> Do you have the latest inform laws and regulations? <organization> Do you designate a responsible of the company in bribery, illegal payoff and illegal political donation in and outside the For you aware of the actual through investigation. <pre>Prevention > Do you have policies, system procedures for the company</pre></organization></laws>	I conditions ons?	constant execution of internal investigations 2 We try to be aware of the actual conditions through irregular execution of internal investigations. 3 We do not execute any internal investigation. 1 We have explicit regulations of policies, systems, rules and procudures in writing. 2 We have them in practice though there is no explicit regulations in writing. 3 We will have them whenever necessary 1 We always have all the latest information. 2 We have almost all the important information. 3 We will get the latest information whenever necessary.	2(3 points) 3(1 point) 3(5 points) 2(3 points) 3(1 point) 1(5 points) 2(3 points) 3(1 point)		Subtotal]
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Do you have systems to copproblems when they occur?	pe with 3 rmation of the 3 sible	and procudures in writing. We have them in practice though there is no explicit regulations in writing. We will have them whenever necessary. We always have all the latest information. We have almost all the important information. We will get the latest information whenever necessary.	2(3 points) 3)(1 point) 1)(5 points) 2(3 points) 3)(1 point)	D	Subtotal	
Do you have systems to copproblems when they occur?	pe with 3 mation of the 3 1 sible	2 We have them in practice though there is no explicit regulations in writing. 3 We will have them whenever necessary. 1 We always have all the latest information. 2 We have almost all the important information. 3 We will get the latest information whenever necessary.	3(1 point) 1(5 points) 2(3 points)	D	Subtotal	
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Do you have the latest information laws and regulations? Corganization > Do you designate a responsible department (or a responsible department) Corruption Prevention > You are committed to no involvement in bribery, illegal payoff and illegal political donation in and outside the procedures for the company	rmation of the 3 3 3 sible 2	2) We have almost all the important information. 3) We will get the latest information whenever necessary.	②(3 points) ③(1 point)	D		
corruption Prevention	3 sible 2	3) We will get the latest information whenever necessary.	③(1 point)			
Corruption Prevention> You are committed to no involvement in bribery, illegal payoff and illegal political donation in and outside the	1 sible		102.6			
Corruption Prevention > Corruption Prevention > Course committed to no involvement on bribery, illegal payoff and illegal colitical donation in and outside the	sible 2	1) It is clearly designated by company regulations.	(175 points)		1	
Corruption Prevention> (or a responsible control of the procedures for the company department (or a responsible control of the procedure) of the procedure of the company department (or a responsible control of the procedure) of the procedure of the pr	Sibic		100000			
Corruption Prevention> You are committed to no involvement in bribery, illegal payoff and illegal colitical donation in and outside the procedures for the company		2) It is designated though there is no company regulation.	②(3 points)			
You are committed to no involvement in bribery, illegal payoff and illegal colitical donation in and outside the procedures for the company		3 It will be designated whenever necessary	③[1 point]			
n bribery, illegal payoff and illegal Do you have policies, system procedures for the company	1	 We have explicit regulations of policies, systems, rules and procudures in writing. 	①[5 points]			
	ilis, rules and	We have them in practice though there is no explicit regulations.	②[3 points]			
country, and to refraining from any internal prevention?		3 We will have them whenever necessary.	3 [1 point]			
actions that may mislead to collusion with political and administrative		We regularly conduct enlightenment activities.	100000000000000000000000000000000000000		-	
organizations, and to refraining from any entertaining activity, gift-giving.		We irregularly conduct them, or we conduct them for	①[5 points]			
money transfer and donating face-to- ace with partners for the purpose of including education to your e	ent activities,	some employees.	②(3 points)	▶		
acquisition and maintaining unjust profits and incentives.		3 We will conduct them whenever necessary.	3[1 point]		_	
<actual conditions=""></actual>	100	 We are always aware of the actual conditions through constant execution of internal investigations. 	①(5 points)			
Are you aware of the actual		We try to be aware of the actual conditions through irregular execution of internal investigations.	②[3 points]			
through internal investigation	ons?	3 We do not execute any internal investigation.	3[1 point]			
200049	1	We have explicit regulations of policies, systems, rules	①[5 points]			
<risk management=""></risk>		and procudures in writing. ② We have them in practice though there is no explicit	②[3 points]		Subtotal	
Do you have systems to cop problems when they occur?	,	regulations in writing.		`		
		3) We will have them whenever necessary	3[1 point]	1		_

		Information Disclosure				
Item	Question	Answer (Multiple-choice)			Answer Box	
		Select the most appropriate answer, and enter the number in the answer box. Example ①=1, ②=2, ③=3	Answer (Points)			(Points
		① It is clearly designated by company regulations.	①[5 points]			
	<organization></organization>	② It is designated though there is no company regulation.	②[3 points]			
	Do you designate a responsible department (or a responsible person)?	③ It will be designated whenever necessary	3[1 point]			
		We have explicit regulations of policies, systems, rules				
	<prevention></prevention>	and procudures in writing. ② We have them in practice though there is no explicit	①[5 points]	_	T I	
<information disclosure=""></information>	Do you have policies, systems, rules and procedures for the company's total	regulations.	②[3 points]			
You are committed to the disclosure		③ We will have them whenever necessary	3[1 point]			
in a timely manner of the information related to management, finance,	<enlightenmnet></enlightenmnet>	① We regularly conduct enlightenment activities.	①{5 points}			
environment preservation, social contribution, etc. useful for	Do you conduct enlightenment activities,	We irregularly conduct them, or we conduct them for some employees.	Ž[3 points]			
stakeholders, and to maintaining and developing sound relations with the	including education to your employees?	We will conduct them whenever necessary.	③[1 point]			
stakeholders through open and fair communication.		① We are always aware of the actual conditions through	①[5 points]			
<actual conditions=""></actual>		constant execution of internal investigations. ② We try to be aware of the actual conditions through	(2[3 points]			
	Are you aware of the actual conditions through internal investigations?	irregular execution of internal investigations.				
		We do not execute any internal investigation. We have explicit regulations of policies, systems, rules	3[1 point]			
	<risk management=""></risk>	and procudures in writing.	①[5 points]	l. —		
	Do you have systems to cope with	We have them in practice though there is no explicit regulations in writing	②[3 points]			
	problems when they occur?	③ We will have them whenever necessary.	③[1 point]	12 100		

formation Disclosure, Total



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