

Supplier Action Guidelines

Takenaka Corporation has adopted the Management Philosophy, "Contribute to society by passing on the best works to future generations," and the Procurement Policy, "Promote procurement that meets the needs of society and customers in concert with our suppliers."

In addition to understanding and affirming both our Management Philosophy and Procurement Policy, we ask for all suppliers to implement the following items:

<div>1. Building and strengthening partnership relations</div> <div>Strive to maintain and strengthen relationships by sharing and solving various problems with Takenaka Corporation.</div> <div>1-1. Creating the best works Contribute to society by making the best use of each other's technology, meeting customer expectations and creating the best works.</div> <div>1-2. Promoting dialog and cooperation Promote two-way communication through dialog and cooperation.</div>	<div>5. Contributing to environmental preservation and local development</div> <div>Actively develop and adopt products, services and construction methods that contribute to environmental preservation and local development.</div> <div>5-1. Supporting a decarbonized society Promote creation of environmental architecture aimed at a decarbonized society, environmental performance improvement and environmental load reduction.</div> <div>5-2. Promoting resource recycling activities Promote 3R activities that develop construction activities contributing to the realization of a resource recycling society.</div> <div>5-3. Biodiversity preservation toward a society in symbiosis with nature Promote efforts for preservation of biodiversity and sustainable use of bioresources toward a society in symbiosis with nature.</div> <div>5-4. Preserving the environment In addition to promoting green procurement, work on measures against risks such as environmental pollution caused by our business activities and environmental loads.</div>
<div>2. Providing opportunities for fair and free competition</div> <div>Promote opportunities for fair and free competition, and provide the same opportunities to business partners.</div> <div>2-1. Maintaining fair transactions Do not provide or obtain unfair profits.</div> <div>2-2. Demonstrating competitiveness Participate in fair and transparent market competition by demonstrating planning, proposal and technical capabilities.</div> <div>2-3. Complying with antitrust laws, etc. In regard to compliance with antitrust laws, etc., strive to comply with other laws and regulations together with prohibiting bidding interference and preventing abuse of dominant bargaining positions.</div>	<div>6. Ensuring market competitiveness</div> <div>Continuously develop and improve so that competitive technology, construction methods, materials and labor can always be provided.</div> <div>6-1. Promoting technological development Create attractive quality through pioneering technological development, and advancement and improvement of existing technologies.</div> <div>6-2. Creating new services In addition to accurately grasping societal problems and customer needs, and systematically assembling knowledge, know-how and technical capabilities, continue to innovate and create attractive services that have new value.</div>
<div>3. Observing social norms</div> <div>Observe the laws, regulations and social norms of the countries and communities where we conduct business activities, and carry out appropriate and sensible transactions such as respecting basic human rights and ensuring proper employment and working conditions.</div> <div>3-1. Observing laws and regulations Observe the laws and regulations of each country and community where we conduct business, respect international norms and rules while developing global business whether in Japan or abroad. In particular, resolutely prevent child labor and forced labor, and appropriately implement security export controls.</div> <div>3-2. Maintaining a sense of personal ethics In addition to observing laws and regulations, each person will maintain a high sense of ethics and strive for sensible behavior.</div> <div>3-3. Respecting human rights Observe and respect internationally recognized basic human rights and labor laws and standards; strive for mutual understanding and respect to avoid unfair treatment such as harassment and discrimination due to race, gender, gender identity, religion, disability, etc.; and then realize healthy, environments where it is easy to work.</div> <div>3-4. Eliminating antisocial forces Eschew any corporations, etc. where antisocial forces are substantially involved in the management, and resolutely reject any unreasonable demands from antisocial forces.</div> <div>3-5. Utilizing a consulting and reporting system Utilize a consultation and reporting desk system independent of the business command system, and connect this to improved corporate behavior.</div>	<div>7. Establish flexible and stable supply systems</div> <div>Establish systems that can flexibly respond to fluctuations in supply and demand, and supply materials and labor in a stable manner.</div> <div>7-1. Building sustainable supply chains Build sustainable supply chains that enable a flexible and stable supply of materials and labor.</div> <div>7-2. Responding to disasters Build a disaster-response system and be able to respond flexibly should any emergency occur.</div> <div>7-3. Responding to terror Take initiatives overseas and in Japan for crisis management and measures against terrorism aimed at employees, workplaces, etc.</div>
<div>4. Maintaining quality and safety</div> <div>Develop and adopt products, services, and construction methods that can maintain quality and safety over the entire period from planning and construction to maintenance.</div> <div>4-1. Ensuring quality Realize customer satisfaction by providing high quality and safe construction and services at each stage of the project from planning to after service.</div> <div>4-2. Ensuring safety Along with realizing safe and comfortable work environments, promote management that gives consideration to good health.</div> <div>4-3. Thoroughly managing processes Strive to establish and strengthen partnerships with suppliers, and thoroughly build in quality by practicing craftsmanship at actual places with actual things in real time as a professional at each process based on mutual trust.</div>	<div>8. Thoroughly protecting and managing information</div> <div>Properly protect and manage project information such as personal information and drawings acquired through our business activities, and thoroughly prevent information leakage.</div> <div>8-1. Supporting information security Maintain internal rules and regulations related to information security, and a management system to prevent leakage of personal and project information; educate and train employees; and take technical and physical safety control measures.</div> <div>8-2. Maintaining a system that responds to information leakage incidents Maintain a response system in order to minimize damage when any information security incidents occur.</div>
	<div>9. Implementing education and training</div> <div>Strive to improve knowledge and skills through continuous education and training of employees and related parties.</div> <div>9-1. Implementing CSR education In addition to striving for education and raising awareness in promoting CSR throughout our entire corporate group, encourage compliance with these guidelines even in supply chains, including those of suppliers.</div> <div>9-2. Maintaining an implementation system In addition to striving for CSR promotion through dissemination and effective use of these guidelines with top management taking the lead, evaluate the implementation status on a regular basis, and strive for improvement.</div>