

Sustainability Self-Assessment Check Sheet

1. We would like to ask you to evaluate compliance with Denso-G Supplier Sustainability Guidelines by selecting the answer that best describes your company's situation for the following questions:

Items	Questionnaire	Answers	Answer box
1) Legal Compliance			
<Compliance with Laws and the Spirit of those laws>			
	1)How well do you know and understand the laws and regulations that are expected of your company?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.	
	2)Does your company designate a specific division (s) or person (s) responsible for compliance? (Company regulations mean company policies, employment, regulations, rules, etc. Hereinafter, the same meanings are applied to all questionnaires.)	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	3)Does your company have policies or structures for thorough compliance with the laws?	①Attitudes towards compliance are specified clearly by company policies corporate philosophy or code of conduct. Structures such as compliance committees and compliance hot line are clearly provided for in the company regulations. ②Policies or structures decided, although not by written regulations. ③Taking actions on an as needed basis.	
	4)Does your company promote educational activities to enhance the understanding throughout the company? ("To enhance" means to make employees fully understand laws and regulations, policies, organizations, rules and procedures. Educational activities mean to distribute manuals, to set up consultation divisions, to implement seminars, etc. Hereinafter, the same meanings are applied to all questionnaires.)	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	5)Does your company grasp the actual conditions through in-house research? (In-house research means internal audits, in-house check-up, compliance hot line system to the secretariat by each division, etc. Hereinafter, the same meanings are applied to all questionnaires.)	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.	Sub total 0
<Management and Protection of Confidential Information>			
	1)Does your company designate a specific division(s) or member(s) for the protection of classified and personal information?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	2)Does your company have rules and procedures to thoroughly protect classified / personal information? (Rules and procedures include measures in case problems occur such as an contact and/or report system, internal action rules, and contact standards and channels. Hereinafter, the same meanings are applied to all questionnaires.)	①The range of classified/personal information and procedures how to manage and utilize information are clearly specified by company regulations. ②Decided, although not by written regulations. ③They are not decided, taking actions on an as needed basis.	
	3)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	4)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.	Sub total 0
<Protection of Intellectual Property>			
	1)How well do you know and understand laws and regulations regarding the protection of intellectual properties?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.	
	2)Does your company designate specific division(s) or member(s) responsible for the protection of intellectual properties?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	3)Does your company have rules and procedures to prevent misusing intellectual property of third parties and to thoroughly protect intellectual property of your own company?	①Rules regarding the protection of intellectual property such as registration of rights and clearly specified rules and procedures for utilizing the intellectual property of third parties. ②Decided, although not by written regulations. ③Decided on an as needed basis.	
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.	Sub total 0
<Compliance with Competition Laws>			
	1)How well do you know and understand the competition laws that apply to your company? (Competition laws include both competition laws and antimonopoly laws. In Japan, Subcontractors Act is included.)	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.	

Items	Questionnaire	Answers	Answer box
	2)Does your company designate specific division(s) or member(s) responsible for compliance with competition laws?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	3)Does your company have rules and procedures to thoroughly comply with competition laws?	①In-house consultation division/department to ask questions regarding competition laws are clearly specified by company regulations. ②Decided, although not by written regulations. ③Decided on an as needed basis.	
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.	Sub total 0
<Export Controls>			
	1)How well do you know and understand the laws and regulations regarding export controls that apply to your company?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires. ④None	
	2)Does your company designate specific division(s) or member(s) responsible for export controls?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis. ④None	
	3)Does your company have rules and procedures to regarding thorough export controls?	①Trading operations subject or to be subject to export controls are clarified and export control rules are clearly specified by company regulations. ②Decided, although not by written regulations. ③Decided on an as needed basis. ④None	
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis. ④None	
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis. ④None	Sub total 0
<Anticorruption Measures>			
	1)How well do you know and understand the laws and regulations regarding anticorruption? (Laws and regulations concerning political donations, contributions, and bribery.)	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.	
	2)Does your company designate specific division(s) or member(s) responsible for anticorruption?	①Regarding political donations and contributions, division(s)/member(s) clearly designated by company regulations. ②Division(s) / member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	3)Does your company have rules and procedures regarding thorough anticorruption?	①Rules and procedures for political donations and contributions, policies to build transparent and fair relationship with political parties/ their members, administrative bodies, public officials and business partners are clearly specified by company regulations. ②Decided, although not by written regulations. ③Decided on an as needed basis.	
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.	Sub total 0
2)Human Rights/Labor			
<Non-Discrimination>			
	1)How well do you know and understand laws and regulations regarding non-discrimination?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.	
	2)Does your company designate specific division(s) or member(s) responsible for non-discrimination?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	3)Does your company have rules and procedures to thoroughly eliminate discrimination?	①We have regulations such as working regulations, etc. ②Decided, although not by written regulations. ③Decided on an as needed basis.	
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis.	

Items	Questionnaire	Answers	Answer box		
		②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.	<table border="1"> <tr> <td data-bbox="1898 130 2001 166">Sub total</td> <td data-bbox="1898 166 2001 195">0</td> </tr> </table>	Sub total	0
Sub total	0				

Items	Questionnaire	Answers	Answer box
<Respect and Dignity – Harassment>			
	1)How well do you know and understand laws and regulations regarding Respect for Human Rights and Elimination of Harassment?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.	
	2)Does your company designate specific division(s) or member(s) responsible for Respect for Human Rights and Elimination of Harassment?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	3)Does your company have rules and procedures to thoroughly comply with Respect for Human Rights and Elimination of Harassment?	①They are included in company regulations to thoroughly comply with this area. ②Decided, although not by written regulations. ③Decided on an as needed basis.	
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.	Sub total 0
<Child Labor>			
	1)How well do you know and understand laws and regulations regarding child labor?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.	
	2)Does your company designate specific division(s) or member(s) responsible for child labor?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	3)Does your company have rules and procedures to thoroughly eliminate child labor?	①We have regulations such as working regulations, etc. ②Decided, although not by written regulations. ③Decided on an as needed basis.	
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.	Sub total 0
<Forced Labor>			
	1)How well do you know and understand laws and regulations regarding forced labor?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.	
	2)Does your company designate specific division(s) or member(s) responsible for forced labor?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	3)Does your company have rules and procedures to thoroughly prohibit forced labor?	①We have regulations such as working regulations, etc. ②Decided, although not by written regulations. ③Decided on an as needed basis.	
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.	Sub total 0
<Wages and Benefits>			
	1)How well do you know and understand laws and regulations regarding wages and benefits?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.	
	2)Does your company designate specific division(s) or member(s) responsible for wages and benefits?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.	
	3)Does your company have rules and procedures based on regulations to thoroughly comply with the minimum wages and extra pay for overtime ?	①We have regulations such as working regulations, etc. ②Decided, although not by written regulations. ③Decided on an as needed basis.	
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.	
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis.	

Items	Questionnaire	Answers	Answer box	
				Sub total
		②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.		0
<Working Hours>				
	1)How well do you know and understand laws and regulations regarding working hours?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.		
	2)Does your company designate specific division(s) or member(s) responsible for working hours?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.		
	3)Does your company have rules and procedures regarding thorough working hours, overtime works and holidays?	①We have regulations such as working regulations, etc. ②Decided, although not by written regulations. ③Decided on an as needed basis.		
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an "as needed" basis.		
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.		Sub total 0
<Communication and consult with employees, Freedom of association>				
	1)How well do you know and understand laws and regulations regarding communications and discussions with employee?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.		
	2)Does your company designate specific division(s) or member(s) responsible for communications and discussions with employee?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.		
	3)Does your company have policies regarding communications and discussions with employee?	①We have policies and Guidelines. ②Decided, although not by written regulations. ③Decided on an as needed basis.		
	4)Does your company promote educational activities to familiarize employees with this issue?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.		
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.		Sub total 0
<Safe and Healthy Working Environment>				
	1)How well do you understand laws and regulations regarding safe and healthy working environment?	①We are regularly confirming the latest information or always ensuring a structure exists to collect the latest information. ②We are receiving and evaluating information although not investigating on a regular basis. ③We are grasping information as the situation requires.		
	2)Does your company designate specific division(s) or member(s) responsible for safe and healthy working environment?	①Division(s)/member(s) clearly designated by company regulations. ②Division(s)/member(s) decided, although not by written regulations. ③They are designated on an as needed basis.		
	3)Does your company have rules and procedures to thoroughly promote and control health and safety matters?	①They are thoroughly promoted and controlled by Occupational Health and Safety Management System (OHSMS). ②Decided, although not controlled by OHSMS. ③Decided on an as needed basis.		
	4)Does your company promote educational activities to enhance the understanding throughout the company?	①Educational activities are implemented on a regular basis. ②Educational activities are implemented on an irregular basis or toward some employees only. ③Educational activities are implemented on an as needed basis.		
	5)Does your company grasp the actual conditions through in-house research?	①Implemented on a regular basis. ②Implemented in the past on an irregular basis. ③Implemented on an as needed basis.		Sub total 0

2. We would like to ask you to evaluate Sustainability efforts inside your company. Please select the most applicable answer.

Questionnaire	Answers	
1)Does your company designate specific division(s) or member(s) responsible for Sustainability ?	①Clearly designated by company policies/rules ②No clearly-stated policies/rules but virtually designated ③Will designate as needed basis ④No intention of designating a responsible division or person	
2)Does your company have policy and guidelines for thorough Sustainability ?	①The efforts have been stated in corporate policies/philosophy and codes of conduct etc and systems such as Sustainability committee clearly provided by company policies/rules ②No clearly-stated policies/rules but virtually decided ③Will decide as needed basis ④No intention of deciding policies or systems	

Items	Questionnaire	Answers	Answer box
	3) Does your company promote educational activities to enhance the understanding throughout the company?	① Implement on a regular basis ② Implement on an irregular basis or for some employees only ③ Will implement as needed basis ④ No intention of implementing educational activities	

Items	Questionnaire	Answers	Answer box
	4) Does your company grasp the actual conditions through in-house research?	① Implement on a regular basis ② Implemented in the past on an irregular basis ③ Will implement as needed basis ④ No intention of conducting internal audit/monitor	
			Sub total
			0

3. We would like to ask you to evaluate progress in Sustainability deployment toward your business partners. Please select the most applical

Questionnaire	Answers	Answer box
1) Does your company designate specific division(s) or member(s) responsible for Sustainability deployment toward your business partners?	① Division(s)/member(s) clearly designated by company regulations. ② Division(s)/member(s) decided, although not by written regulations. ③ They are designated on an as needed basis.	
2) Does your company have Sustainability policy and guidelines to deploy toward business partners?	① Attitudes towards Sustainability are specified clearly by Suppliers Sustainability Policy or Guidelines. Sustainability committees are clearly provided by company regulations. ② Division(s)/member(s) decided, although not by written regulations. ③ They are designated on an as needed basis.	
3) Does your company promote educational activities to enhance the understanding of Sustainability for your business partners?	① Educational activities are implemented on a regular basis. ② Educational activities are implemented on an irregular basis or toward some suppliers only. ③ Educational activities are implemented on an as needed basis.	
4) Do you confirm the Sustainability progress of your business partners?	① Implemented on a regular basis. ② Implemented in the past on an irregular basis. ③ Implemented on an as needed basis.	
5) Do you confirm the Sustainability deployment of your business partners towards their suppliers?	① Implemented on a regular basis. ② Implemented in the past on an irregular basis. ③ Implemented on an as needed basis.	
		Sub total
		0