

# CSR Management

## Basic Approach

The responsibilities placed on companies by society are wide-ranging. In line with the times, they are expanding from product quality and safety, and measures to address environmental issues, to compliance, information security, employee rights and labor management, and even to supply chain management. In business operations as well, the demand from customers and business partners to deal with companies that meet certain criteria in terms of consideration paid to the environment and society is increasing.

Against this backdrop, to provide stakeholders with an easy-to-understand explanation of the Group's stance toward fundamental and universal elements of corporate social responsibility, the Chairman & CEO approved the drafting of the Canon Group CSR Basic Statement (below), which we disseminate widely both internally and externally. We have additionally formulated the Canon Group CSR Activity Policy to express the Group's commitment to social

contribution as a corporate citizen. We strive to utilize Canon's strengths effectively at each Group company to conduct CSR activities based on the needs of the countries and regions where we operate.

As part of management operations, Canon has also introduced a Consolidated Performance Evaluation System targeting individual product operations, manufacturing companies and sales companies to evaluate the business performance of each alongside its environmental and social contribution activities. The evaluation results are shared twice a year at company-wide executive meetings and on other occasions, leading to a rise in standards across the entire Group.

Details of our CSR activities are disclosed to stakeholders through this report, which is published annually.

Reference: Canon Group CSR Basic Statement  
<https://global.canon/en/csr/policy/pdf/statement-e.pdf>

## Canon Group CSR Basic Statement

In accordance with our corporate philosophy of *kyosei*—living and working together for the common good—Canon makes sincere efforts to engage with the social responsibilities that come with operating a business and to disclose any relevant information.

This basic statement reiterates our stance regarding the fundamental and universal corporate social responsibilities that the Company must fulfill in order to ensure Canon products and services can be used with peace of mind and maintain the reliability of the Canon Group.

1. Provide safe and secure products and services
2. Comply with the laws and regulations of each country and region, and conduct fair and honest business activities
3. Practice fair and free competition, and ensure transparency in business transactions
4. Contribute to realizing a society that promotes both enriched lifestyles and the global environment
5. Minimize environmental burden through initiatives aimed at conserving energy, conserving resources, eliminating hazardous substances, and preserving biodiversity
6. Ensure thoroughness in managing information, prevent information leaks, and protect personal information
7. Prevent infringements of the intellectual property rights of others
8. Ensure thoroughness in security trade control
9. Prevent corruption in all its forms including bribery
10. Avoid complicity in armed insurgencies and anti-social forces
11. Disclose relevant and accurate corporate information
12. Respect fundamental human rights and prohibit discrimination based on such factors as race, nationality, gender, religion and creed
13. Promote diversity
14. Prohibit child labor and forced labor (including human trafficking)
15. Promote sincere dialogue between employees and management in accordance with the laws and regulations of each region
16. Pay employees wages equal to or greater than legally mandated wages
17. Prevent excessive overtime work and grant appropriate holidays
18. Ensure occupational health and safety, and prevent occupational injuries
19. Request that business partners take steps to address basic social responsibility for such issues as the environment, human rights, labor and compliance within the supply chain, and confirm the implementation of said steps

Canon respects the following international initiatives and complies with them in line with the above basic statement:

- Universal Declaration of Human Rights
- UN Guiding Principles on Business and Human Rights
- International Labor Organization (ILO) Declaration on Fundamental Principles and Rights at Work
- Organization for Economic Co-operation and Development (OECD) Guidelines for Multinational Enterprises

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## Canon Group CSR Activity Policy

— Contributing to the Realization of a Better Society as a Good Corporate Citizen —

The Canon Group, recognizing that its corporate activities are supported by the development of society as a whole, aims to achieve growth through sound and fair business activities while contributing to the realization of a better society as a good corporate citizen.

Therefore, Canon will promote its CSR activities within the international and local communities, effectively leveraging the company's advanced technological strengths, global business deployment, and diverse, specialized human resources.

### Key Activities

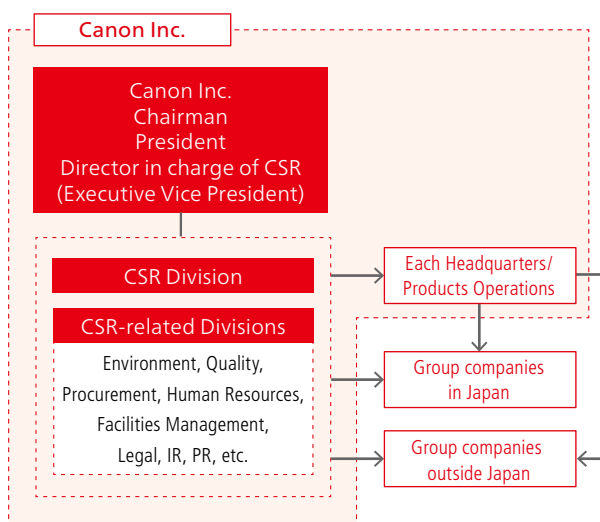
- Contribute to cultural improvement; support the arts, science, sports, etc.
- Provide humanitarian support to people and regions facing harsh conditions due to disasters, etc.
- Contribute to the promotion of both enriched lifestyles and the global environment
- Contribute to society through business activities
- Contribute to the realization of a sound and fair society

### CSR Promotion System

At Canon, the CSR Division of Canon Inc. coordinates CSR-related activities across the Group, working together with other relevant divisions to address any CSR-related issues that require inter-departmental cooperation, such as environmental, quality, procurement, human resource, facilities management, legal, IR or PR issues. In fields with high societal expectations, such as environmental protection, compliance, or quality management, our response is led by the division in charge of the relevant area.

The CSR Division reports on CSR-related matters to the director in charge of CSR (Executive Vice President) as needed and receives relevant directions.

### CSR Promotion System



### Participation in Responsible Business Alliance

In December 2019, Canon joined the Responsible Business Alliance (RBA), an industry coalition dedicated to ensuring socially responsible global supply chains. In alignment with the RBA's vision and mission and compliance with the RBA Code of Conduct, we work to ensure that appropriate consideration is given to environmental, human and social factors throughout Canon's business activities. We have also adopted the RBA Code of Conduct as our CSR procurement policy, and require and closely monitor the compliance of our suppliers.

### Educational and Awareness-Raising Activities

To instill CSR awareness across the entire Group, management executives from Canon's headquarters and product operations divisions and Group companies in Japan and overseas are given briefings annually on CSR-related matters, including the basic approach, specific CSR initiatives, the UN-adopted SDGs, and ESG investment. For specialized topics, such as quality assurance, environmental protection, information management, or compliance, the respective division provides employee training as required. In addition, the CSR managers from Group companies around the world meet regularly to share information, while the company intranet and in-house magazine are used to share with employees information on Group CSR activities, action on the SDGs, and other related topics as a way of promoting dynamic CSR initiatives across the Group.