

**“Renault-Nissan Corporate Social
Responsibility Guidelines for Suppliers”
Supplementary Handbook
for Nissan Suppliers**

June 2022
Nissan Motor Co., Ltd.

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Introduction

In an ever-changing global business environment, customers and other stakeholders are highly concerned with how companies are addressing social and environmental issues, and various laws and regulations are being enacted in countries globally to prevent and resolve these issues.

We have steadily promoted various sustainability and CSR activities in our supply chain by sharing “The Renault-Nissan Purchasing Way” published in 2006 and the “Renault-Nissan Corporate Social Responsibility Guidelines for Suppliers” formulated in 2010 and revised in 2015 with our suppliers, and we have received a great deal of cooperation.

In the past, we have worked with our suppliers to address environmental issues such as climate change and to reduce our environmental impact by establishing more detailed requirements in the “Nissan Green Purchasing Guidelines”. We have compiled important matters that should also be considered and addressed with regard to social issues represented by human rights and labor in the form of the “Renault-Nissan Corporate Social Responsibility Guidelines for Suppliers” Supplementary Handbook for Nissan Suppliers. We hope that this publication will help all our suppliers deepen their understanding of social issues and strengthen sustainability and CSR management.

We are committed to working with our suppliers to promote responsible business practices in the global supply chain while further strengthening our sustainability and CSR initiatives. Going forward, this handbook will be updated as necessary to reflect the demands of society.

We would like to request that all suppliers promote their own activities based on this handbook, and all suppliers request their own suppliers to promote activities by disseminating this handbook to them.

Nissan Motor Co., Ltd.

Purchasing Administration Department

CSR Group, Sustainability Development Department

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| “Renault-Nissan Corporate Social Responsibility Guidelines for Suppliers” | Supplement / Explanation |
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| 2.2.1 Compliance | |
| <p>Preventing corruption Strive to forge transparent and fair relations with your suppliers and make sure political contributions and donations are in accordance with the laws in all countries and regions. Do not accept from or provide suppliers with gifts, services or hospitality intended to influence a business relationship or induce improper conduct.</p> | <p>The phrase “Do not accept from or provide suppliers with gifts, services or hospitality” includes bribery by third parties. For example, this includes the provision of money or gifts to public or private officials for sales or payment of money in return for a reduction in customs duties or tax benefits by an outside agent or distributor acting on another company’s behalf.</p> |
| <p>Managing and safeguarding personal and confidential information Obtain personal and/or confidential information about customers, third parties and employees only through legitimate methods. Rigorously control and protect this information and use it only within the appropriate scope and in accordance with the laws of all countries and regions.</p> | <p>The acquisition, management, and use of personal information of customers, third parties, and employees will comply with privacy-related laws and regulations and personal information protection laws of all countries and regions.</p> |
| <p>Managing exports Undertake appropriate procedures and management of exports of technologies and goods restricted by the laws and regulations of all countries and regions.</p> | <p>The exports of technologies and goods restricted by the laws and regulations of all countries and regions also includes software.</p> |
| <p>Responsible procurement of minerals Require businesses to comply with laws regarding responsible procurement of minerals and to proceed their due diligence for conflict minerals. Indicate whether the minerals included in the materials or component parts,</p> | <p>For further details, please refer to our “Global Minerals Sourcing Policy Statement.”</p> |

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| <p>have social contagion pertaining to human rights or environment. If contagion is suspected or confirmed, identify and deploy actions for alternative sourcing or mineral substitution.</p> | |
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| “Renault-Nissan Corporate Social Responsibility Guidelines for Suppliers” | Supplement / Explanation |
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| 2.2.3 Human Rights / Labor | |
| <p>Respecting human rights Do not allow any form of harassment in the workplace on the basis of race, nationality, gender, religion, disability, age, background, position in the company, employment status or any other reason.</p> | <p>To prevent harassment in the workplace, all employees must be treated with respect and dignity. Harassment includes any act of intimidation, harassment, retaliation, or violence against an employee, whether physical, sexual, verbal, or in any other form, even if it is not recognized as illegal in the jurisdiction. The same applies to corporal punishment and acts of mental or physical coercion.</p> <p>It is required to have processes in place that allow employees to report, notify, or consult anonymously, within the limits of the law, regarding conduct that violates respect for human rights. Employees are protected from any retaliation for reporting, notifying, or consulting using these processes and the existence of the processes should be communicated to employees.</p> |
| <p>Prohibiting child labor Do not permit the employment of minors who do not meet the legal minimum working age of each country and region and in all cases if minors are below the age of 15, in accordance with Renault-Nissan policy.</p> | <p>The “minors who do not meet the legal minimum working age” refer to a person who is under the age for completing compulsory education or the minimum age for employment in the country or region, whichever age is higher. Age verification must be conducted to prevent child labor, and corrective measures implemented if child labor is found.</p> |
| <p>Prohibiting forced labor Do not practice forced labor. Guarantee that all labor is voluntary and that employees are free to leave their jobs.</p> | <p>For all work to be voluntary, there must be no tolerance of forced, bonded (including debt bondage, recruitment fees, and other unacceptable financial costs of restraint), indentured</p> |

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| | <p>labor, involuntary or exploitative prison labor, or any other similar labor or restrictions.</p> <p>To ensure that employees are free to leave their jobs, original government-issued identification cards, identification documents, and passports in the worker's possession will not be confiscated.</p> |
| <p>Remuneration</p> <p>Comply with the laws of each country and region regarding minimum wages, overtime, wage deductions, performance-based pay and other remuneration.</p> | <p>In the absence of laws regarding minimum wages, overtime, wage deductions, performance-based pay, and other remuneration, it is desirable to pay employees wages that ensure an adequate standard of living.</p> |
| <p>Working hours</p> <p>Comply with the laws of each country and region regarding the setting of employees' working hours (including overtime) and the granting of scheduled days off and paid annual vacation time.</p> | <p>All overtime should be treated as extra work and should be voluntary. Additionally, it is desirable to record and control working hours using reliable methods, and store data on working hours in a secure and appropriate manner.</p> |
| <p>Dialogue and consultation with employees</p> <p>Undertake sincere consultation and dialogue with employees or their representatives. Recognize employees' right to associate or not associate based on the laws of each country and region of operation.</p> | <p>Sincere consultation and dialogue with employees or their representatives means respecting the right of all workers to bargain collectively of their own volition and to participate in peaceful assembly, as well as the right of workers to refrain from doing so.</p> <p>In line with the recognition of the right of employees to associate or not to associate freely in accordance with the laws and regulations of the country or region in which they operate, measures must be taken to prohibit any form of intimidation, harassment, retaliation, or violence against employees who either exercise or refrain from exercising these rights.</p> |
| <p>Ensuring a safe and healthy working environment</p> <p>Make the health and safety of workers the top priority and make every effort to prevent occupational accidents.</p> | <p>To create a safe and healthy working environment, it is required to comply with all health and safety laws in the countries in which the company operates, and regularly review compliance with such laws and internal regulations. To set clear and measurable health and safety goals (e.g., zero fatal accidents, etc.) on a company-wide level, and provide training on specific health and safety measures is also required. In</p> |

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| | <p>addition, lessons learned from health and safety incidents are used to formulate countermeasures to prevent recurrences. To make the health and safety of workers the top priority, employees under the age of 18 should not be assigned to hazardous work (work that may endanger their health or safety).</p> |
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Reference

- Responsible Business Alliance (RBA) Code of Conduct
- International Labour Organization (ILO) Core Labour Standards