

transcosmos Human Rights Policy

“people & technology” is the origin of our business, in other words, “people” have been an integral part of our business since our foundation. Under the transcosmos Fundamental Sustainability Policy, we also aim to enrich lives and happiness - the well-being of all our stakeholders through our business activities.

Based on the philosophy above, we hereby declare our commitment to respecting human rights of all our stakeholders in everything we do in all areas of our business.

1. Upholding and Respecting International Human Rights Standards

We uphold the International Bill of Human Rights (the Universal Declaration of Human Rights and the International Covenants on Human Rights) - the international norm of human rights - the United Nations Guiding Principles on Business and Human Rights, as well as the ILO Declaration on Fundamental Principles and Rights at Work and the OECD Guidelines for Multinational Enterprises that stipulate fundamental rights of workers.

Supporting the United Nations Convention on the Rights of the Child and Child Rights and Business Principles that define fundamental principles of children’s rights, we respect children’s rights including their rights to be free from child labor.

We comply with applicable local, national and international laws and regulations in countries and regions where we operate. When national or regional laws conflict with internationally recognized human rights, we seek ways to honor the principles of internationally recognized human rights.

2. Scope of our Human Rights Policy

transcosmos Human Rights Policy applies to all our business activities, officers and employees around the world. Also, we encourage all our suppliers and stakeholders to value our Human Rights Policy, and engage in initiatives to promote respect for human rights.

3. Our Framework for Promoting Human Rights

At transcosmos, our Board of Directors is committed to the Human Rights Policy, and is responsible for the oversight of human rights risk management, decision-making on important human rights issues, and for monitoring the progress of human rights initiatives as well as compliance with the Human Rights Policy.

4 . Identifying Human Rights Challenges

We respect the diversity of people in every country and region where we operate. Therefore, we prohibit all forms of human rights violations including discrimination on the basis of nationality, race, ethnic group, belief, religion, gender, age, sexual orientation, gender identity, disability, etc., all types of harassment including sexual harassment and maternity harassment – harassment against women due to pregnancy, childbirth, and taking childcare leave – as well as forced labor. We also recognize the importance of freedom of expression and privacy, and pay close attention to protect such rights. We maintain a continuous dialogue with our stakeholders including third party experts, our employees, suppliers and communities to identify and address human rights challenge specific to each party.

5 . Human Rights Due Diligence

We undertake human rights due diligence on an ongoing basis based on our Human Rights Policy to identify, prevent and mitigate adverse human rights impact associated with our business activities.

6 . Access to Remedy

transcosmos offers remedy mechanisms including hotlines. In situations where our corporate activities may have caused an adverse human rights impact, we will take appropriate remedial action for affected persons and/or organizations.

7 . Education and Training

We provide our officers and employees with human rights education and training to promote their understanding of our Human Rights Policy and to ensure all our people put our Human Rights Policy into practice throughout business activities.

8 . Reporting

We report our initiatives to promote respect for human rights and their progress through various reporting documents, our corporate website and other channels.

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Takeshi Kamiya
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transcosmos inc.