
















Progress of Material Issues

List of material issues with the commitments, the performance in FY2019 and the plan for FY2020.

Materiality	Policies	Related SDGs	[Commitment] Ideal Goals	Plan for FY2019	Performance in FY2019 and self assessment	[Assessment standards]	
						Implementation plan for FY2020	
01 [Organizational Governance] Strengthen of corporate governance	Corporate Governance Guidelines		Implementation of the Corporate Governance Code and enhancement of deliberations by the Board of Directors	(1) Review the implementation of the revised Corporate Governance Code (2) Conduct follow-up on the results of the evaluation on the effectiveness of the Board of Directors (3) Implement the evaluation on the effectiveness of the Board of Directors	(1) (2) Shortened the Directors' term of office to one year. A mutual election method has been introduced for appointment of the chairperson of the Board. Explained about the lack of female Directors in Corporate Governance Report (3) The Board of Directors self-evaluated its effectiveness	◎	<ul style="list-style-type: none"> Review on initiatives for corporate governance code Follow-up the results of effectiveness evaluation of the Board of Directors (Consider reinforcing our own governance system) Effectiveness evaluation of the Board of Directors
02 Full enforcement of compliance	Code of Conduct		Spreading of compliance awareness group-wide	(1) Conduct compliance seminars at overseas sites (2) Disseminate information about the Compliance Guidebook through legal audits and training, and others (3) Conduct compliance training for the management executives, individually to Directors and Auditors (4) Conduct compliance awareness survey	(1) Held at one site in Vietnam (2) Conducted legal audits and followed up the results. Prepared Compliance Guidebook in corporation with local staff at Vietnam and Malaysia and distributed them (3) Conducted as planned. Compliance trainings in regular rank-based trainings (4) Conducted as planned	◎	<ul style="list-style-type: none"> Compliance seminars at overseas sites Thoroughly disseminate Compliance Guidebook through legal audits and trainings Compliance trainings individually for Directors and Auditors Reconsider whistle-blower system
03 Information management	Code of Conduct		Establishment of a management system for confidential information at sites beside priority sites	(1) Make a review of confidential information at affiliated sites. Discuss what method and system would be most suitable for each site (2) Inform all employees of the information management regulations and their compliance ensured (3) Organize and implement rules related to ICT governance	(1) Considered management methods at each site of Engineered Materials Sector. Informed employees with the methods and constructed the management system (2) Continuing at each site (3) Organized ICT project team, established ICT governance-related rules and constructed ICT management system	○	<ul style="list-style-type: none"> Check confidential information of other business units and affiliated companies. Consider the management system corresponding to each department Hold information management seminar in order to disseminate information management regulations (including online seminar) Construct information management system focusing on ICT utilization
04 Spread CSR throughout the Group	Basic CSR Policy		Establishment of the CSR promotion system and each site's taking the initiative	(1) Conduct the CSR Caravan at major sites in Asia	(1) Conducted at two sites in Indonesia and one site in Malaysia	○	<ul style="list-style-type: none"> CSR caravan at major sites in Asia (including online caravan)
05 [Human rights] Human rights due diligence	Human Rights Policy		Understanding of the actual situation of the Group's sites and addressing human rights risks through human rights due diligence	(1) Continue training on human rights (including prohibition of child labor/forced labor) and also conduct it at sites in Asia (2) Conduct human rights DD at major sites in Japan and major overseas sites (3) Review the results from the survey conducted in 2018 at mines (more than 50% of investment ratio), discuss corrective measures and continue the survey	(1) Conducted as planned. Approx. 180 employees joined at regular rank-based trainings. Approx. 30 employees joined at one site in Japan. Approx. 60 employees joined at sites in Malaysia and Indonesia (2) Conducted as planned. Three sites in Japan and three overseas sites (Postponed some parts due to COVID-19) (3) (Details are listed on P.50) (4) Established "Mitsui Kinzoku Group Human Rights Standards"	◎	<ul style="list-style-type: none"> Human rights training at sites in Japan and Asia Human rights DD at affiliated sites in Japan and major overseas sites Make detailed rules for "Mitsui Kinzoku Group Human Rights Standards" Review FY2019 survey results of mines (more than 50% of investment ratio), consider corrective measures and conduct another survey
06 Prohibition of child labor /forced labor	Human Rights Policy						
07 [Labor Practices] Diversity	Code of Conduct		Improvement of the work environment so that all employees can play an active role	(1) Continue providing training and promoting information related to diversity issues (2) Continue career management training (3) Give shape to details in the report on the workstyle reform project (4) Conduct attitude survey toward management-level employees and female employees, and consider countermeasures (5) Enhance measures to give support toward career development, with a focus on the development of career consultants (6) Continuously implement work hour CA in the committee, performed by the labor and management at each site	(1) Conducted as planned. Diversity trainings at the regular rank-based training and two sites in Japan. Disseminated information through in-house magazines and intranet (2) Conducted in regular rank-based trainings (Postponed some parts due to COVID-19) (3) (5) Organized workstyle reform task force. Considered specific measures in each subcommittee meetings (4) An attitude survey regarding workplace environment, work life balance and benefits (6) Conducted as planned	○	<ul style="list-style-type: none"> Construct diversity training system and reinforce information dispatching scheme Continue career management trainings and consider enriching the contents Consider measures for supporting workplace diversity and career development. Reflect the results of employee satisfaction survey in the measures Introduce return to work system and temporary leave system for employees who follow spouses' job transfer Continue working time CA by committees by the labor and management side at each site
08 Employee engagement	Basic Policy for Human Resources Development	(Same as 07)	Creation of workplaces where employees feel fulfilled in their work	(1) Conduct the 2nd employee satisfaction survey	(1) Conducted as planned (Details are listed on P.31)	○	<ul style="list-style-type: none"> Analyze the results of employee satisfaction survey in detail and consider corrective measures Regular employee engagement surveys for new employees
09 Occupational health and safety	Basic Policy on Health and Safety		Ensuring fundamental safety at all sites and training employees to improve compliance with rules and increase their risk sensitivity, eliminate repeated disaster by preventive management of sharing information of disaster cases in the Group	(1) Deploy the implementation of the lockout system (2) Promote the horizontal deployment of lessons learned from disasters at other companies (3) Provide trainings and thoroughly implement measures to prevent the reoccurrence of high-risk disasters	(1) Conducted as planned (2) Conducted as planned. The occurrence rate of continual disaster did not decrease (3) Conducted as planned. Zero serious disaster	○	<ul style="list-style-type: none"> Fix the lock out system Promote intrinsic safety of facilities and reinforcing management systems in order to reduce risks leading to serious disasters Implement intrinsic safety of facilities and preventive management in order to prevent continuous disasters

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10 Health management	Basic Policy on Health and Safety	 	Improvement of the work environment based on the stress check survey	(1) Centrally Control and utilize information on employees' health (2) Prevent sickness in mental health by the utilization of stress checks	(1) Prepared centralized management system of employees' health information at major sites in Japan (2) Shared the results of stress check and next action plan with Health and Safety Committee and Executive Council (3) Selected as the 2020 Certified Health and Productivity Management Organization Recognition Program (Mitsui Kinzoku non-consolidated)	○ · Centrally manage and utilize employees' health information · Improve workplace environment by utilizing stress check results in order to prevent sickness in mental health
11 Develop human resources	Basic Policy for Human Resources Development	 	Making full use of the abilities of each employee	(1) Continue strengthening efforts in the training of new employees (volunteer training, overseas training) (2) Further improve training programs regarding advanced technology, workstyle reform-related issues, business skills, and others (3) Continue and improve education toward management candidates (4) Strengthen development of global human resources (promote participation of locally hired staff in the rank-based training)	(1) Conducted as planned (2) Held a lecture on advanced technology. Expanded trainings on effective working style and business skills (3) Conducted as planned (4) Conducted as planned (Postponed some parts due to COVID-19)	○ · Enrich new employees training program, try online trainings · Renew training curriculum regarding workstyle reform and business skills · Trainings for executive candidates through regular rank-based trainings and external trainings. Improve the quality of internal trainings for executive candidates and follow-up trainings for those who have finished the trainings · Support overseas sites to establish training system · Consider implementation method for training programs (including online)
[Environment]						
12 Reduce GHG emissions	Basic Environmental Policy	 	Setting Group-level targets and focusing strategic efforts	(1) Establish a management system for reducing GHG emissions of the entire Group (2) Identify the Scope 3 GHG emissions	(1) Conducted as planned (2) Grasped the amount of CO2 emissions by waste treatment. Answered CDP (grade D)	○ · Disseminate Mitsui Kinzoku Group's target for reducing CO2 emissions from energy consumption and set goals for each site · Expand scope 3 boundary
13 Creation of renewable energy	Basic Environmental Policy	  	Stable generation of renewable energy at the existing facilities and completion of Kamioka hydroelectric power facilities	(1) Determine the status of operations using renewable energy (2) Determine the progress of the refurbishment of Kamioka Hydroelectric Power Station's facilities. (3) Study the issuance of CO2 credits	(1) Conducted as planned (2) Completely adapted to Feed-in Tariff (FIT). The facilities are operating (3) Conducted as planned. Decided to give priority to energy reduction and deferred issuance of credits from the result of the study	◎ · Monitor the operation status of renewable energy facilities · Consider and plan new renewable energy projects
14 Sustainable water use	Basic Environmental Policy		Setting and achieving a target amount of water intake	(1) Monitor the total amount of water intake, the amount of recycled water, and the amount of reused water by water source (2) Set intensity targets for water	(1) Surveys at each site on the amount of water intake by resources, the effect of business activities on water resource, and the amount of recycled and reused water (2) Collected the information on current status of the whole group	△ · Grasp the amount of water intake by resources · Check the effects of business activities on water resources at each site · Grasp the amount of recycled and reused water · Management goal setting for each site
15 Wastewater management	Basic Environmental Policy	 	Setting and achieving a target water quality	(1) Monitor the amount of wastewater and water quality by destination of discharged wastewater and manage targets (2) Encourage acquisition of Pollution Control Manager Certification and improvement of skills of qualified employees (3) Conduct key environmental audits for wastewater management	(1) Current situation survey on business sites areas in order to set a goal for water quality management · Grasped the amount of discharged water · Grasped the upper limit regulations of the amount of discharged water · Grasped the quality of discharged water (2) Conducted as planned (3) Conducted as planned	○ · Grasp the amount of discharged water · Grasped the upper limit regulations of the amount of discharged water · Grasp the quality of discharged water · Set management goals at each site according to regional characteristics
16 Sustainable use of raw materials/resources	Basic Environmental Policy		Striving for zero emissions and development of products with reduced use of resources	(1) Set a target ratio of recycled raw materials used	(1) Grasped the rate of usage of recycled materials. Disseminated the Environmental Action Plan including related information	△ · Set a target ratio of recycled materials used for each business site
17 Recycling and management of waste	Basic Environmental Policy		Striving for resource circulation in the business activities including recycle-smelting	(1) Set an individual target for reduction in generated waste	(1) Grasped the amount of waste and the situation of waste reducing initiatives. Disseminated Environmental Action Plan including related information	○ · Set a target for reduction in generated waste for each business site
18 Biodiversity conservation	Basic Environmental Policy	 	Implementation of an action plan for biodiversity	(1) Develop a specific action plan for efforts (2) Continue studies and protection of rare species in the development areas	(1) Understood issues and current status of initiatives at each site. Internal trainings as a previous step toward creating action plan (2) Conducted as planned (Huanzala Mine, Peru)	△ · Collect the information on issues and current status of initiatives at each site · Make action plan for initiatives referring to practices and guidance documents inside and outside Mitsui Kinzoku Group · Conserve rare living things of developing areas (Huanzala Mine, Peru)
19 Management of mine closure	Basic Environmental Policy	   	(Japan) Development and implementation of a management plan for suspended or closed mines (Overseas) Works before mines closure	(Japan) (1) Develop and implement a plan for maintenance and management of suspended mines (2) Develop and implement plans for construction work at each site to strengthen facilities against torrential rain (3) Conduct follow-up studies on closed mines (sites for where the studies were not performed in 2018) (4) Conduct voluntary studies at one site on the stability analysis of the tailings dam (Overseas) (5) Implement works before closing a mine along the mine closing plan	(Japan) (1) Conducted as planned (2) Conducted as planned (six constructions) (3) Conducted as planned (24 mining areas) (4) Conducted as planned (one survey) (Overseas) (5) Conducted as planned	○ (Japan) · Maintenance and management of suspended mines · Reinforcement construction of facilities for heavy rain · Take countermeasures so that nobody enters the mine mouth of closed mines · Earthquake resistance construction to improve stability of tailings dam (Overseas) · Remove sediments at former Waste Rock Dumps · Tree planting at former Waste Rock Dumps ※ Overseas initiatives may be postponed due to COVID-19

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20 Environmental contribution products	Basic Environmental Policy	    (And other goals)	Development of standards for environmental contribution products and setting of targets	(1) Establish an organization to implement programs for environmental contribution products (2) Design internal certification	(1) (2) Organized a team and discussed an original system for environmental contribution products. Decided the outline of system operation	△	<ul style="list-style-type: none"> Start training Life Cycle Assessment practitioners
[Fair Operating Practices]							
21 Anti-corruption and anti-bribery	Code of Conduct	 	Anti-corruption and anti-bribery awareness	(1) Prepare and use a written agreement on prohibition of corruption and bribery for the sites in Taiwan and other Asian countries (2) Assess a sample of a basic transaction from CSR perspectives (3) Develop a manual on anti-bribery	(1) Conducted as planned (Taiwan). Follow-up at the sites in China (2) Conducted as planned (3) Hearings for manual preparation	○	<ul style="list-style-type: none"> Prepare and use a written agreement on anti-bribery at the sites in Indonesia and Vietnam Prepare an anti-bribery manual
22 Prohibit of anti-competitive practices	Code of Conduct	 	Compliance with the Antimonopoly Act, the Subcontract Act, and laws related to anti-competitive practices	(1) Continue legal audit and feedback at all sites of the Group (2) Continue training related to fair operating practices	(1) Completed the audit of approving authorities at all sites in Japan and follow the audit results. Legal audit at three sites in Japan, one overseas site (2) Antimonopoly law seminar for Mitsui Kinzoku Group. Held seminars on "Act Concerning Special Measures for Correcting Practices Impeding Consumption Tax Pass-on, etc." at the sites in Japan	○	<ul style="list-style-type: none"> Legal audit and follow the results for target sites Hold training on fair business activities (including online)
23 CSR procurement	Procurement Policy Conflict Minerals Policy	 	Fulfill responsibility to reduce risks in supply chains	(Details are listed on P.48-49)	(Details are listed on P.48-49)	○	(Details are listed on P.48-49)
24 Intellectual property	President's policy regarding intellectual property	 	Spreading awareness and maximum utilization of intellectual property group-wide	(1) Support surveys on new projects (2) Secure intellectual property rights and use intellectual property (3) Provide education on intellectual property and establish an intellectual property infrastructure (improvement of the specifications)	(1) Supported Business Planning Dept. of Engineered Materials Sector (2) Acquired 107 patent rights / year (3) Held basic skills training 10 times (for beginner, middle, and advanced class) (4) Reconstructed system according to business improvement	○	<ul style="list-style-type: none"> Support investigation on new business (Business Creation Sector) Apply for patents that can be highly proved to be infringed Continue and improve training on intellectual property (for working from home) Stably operate the intellectual property management system for working from home
[Consumer Issues]							
25 Co-creation in markets for new engineered materials	Basic CSR Policy	 	Change to a company that, in cooperation with stakeholders, creates a succession of new products utilizing our "material intelligence"	(Details are listed on P.22-25)	(Details are listed on P.22-25)	○	(Details are listed on P.22-25)
26 Materials stewardship (recycle-smelting)	Basic CSR Policy	  	Utilization of the Mitsui Kinzoku's smelters network and increase of the collection of recycle-materials, processing capacity, and the number of processing metals	(Details are listed on P.26-27)	(Details are listed on P.26-27)	○	(Details are listed on P.26-27)
27 Supply products for sustainable mobility	Basic CSR Policy	 	Establishment of the ACT brand by ensuring "Safety," "Comfort" and "Amazing Performance" using our manufacturing intelligence	(Details are listed on P.28-29)	(Details are listed on P.28-29)	○	(Details are listed on P.28-29)
[Community involvement]							
28 Contribution to local communities	Code of Conduct	   	Local communities understand and trust our business activities through social contribution activities	(1) Social contribution activities take root in the Group. Promoting activities according to plan at each site	(1) Conducted as planned. The number of sites that engaged in contribution to community increased by 10% from FY2018	○	<ul style="list-style-type: none"> Consider next action plan according to the situation of community-contributing initiatives at each site