



KONICA MINOLTA

KONICA MINOLTA CANADA

Konica Minolta Business Solutions (Canada) Ltd.

Forced Labour & Child Labour in Canadian Supply Chains Statement 2024

This statement, pursuant to the [Fighting Against Forced Labour and Child Labour in Supply Chains Act](#), sets out the actions taken by Konica Minolta Business Solutions (Canada) Ltd. to address forced and child labour risks in our supply chain for the fiscal year ending 31 March 2024 and will be reviewed and updated annually.

What is forced labour?

Work or services that are unsafe or compulsory, or that could lead someone to believe their safety or the safety of someone they know is at risk if they don't provide the work.

What is child labour?

Work for children under 18 that's illegal, dangerous, interferes with school, or is considered the worst form of child labour as defined by the 1999 Worst Forms of Child Labour Convention.

Konica Minolta is committed to fulfilling its social responsibility not only in terms of its own products but also throughout the supply chain, based on relationships with trusted suppliers.

Konica Minolta creates innovative products and services that contribute to society and pursues customer satisfaction under its management philosophy of "The Creation of New Value."

Konica Minolta views the suppliers that provide and produce raw materials and parts, carry out distribution, and offer services as essential partners in its business activities. The Group strives to build strong partnerships with these business partners, based on fair and transparent transactions, with a commitment to the shared goal of providing innovative products and services in a timely manner to customers all over the world.

ABOUT | KONICA MINOLTA CANADA

Konica Minolta Business Solutions (Canada) Ltd., also known as 'Konica Minolta Business Solutions Canada' (referred to in this Statement as "Konica Minolta Canada"), BN: 89008 9550, the reporting entity, is a wholly owned subsidiary of Konica Minolta Business Solutions U.S.A., operating in Canada, who's ultimate parent company is Konica Minolta Inc.

Konica Minolta Canada has 640 employees within its workforce and 16 physical locations across the country with its headquarters based in Mississauga, Ontario. Konica Minolta Canada sells its products and services directly through employees and through 75 authorized resellers, also known as Dealers.

Konica Minolta Canada offers a range of products and services, including:

- **Printers:** Multifunction printers, wide format printers, and production print
- **IT Services:** Managed IT, computing, networking, and application support
- **Workflow Solutions:** Enterprise content management, collaboration, and workflow management and automation
- **Security and Compliance:** Network security and backup and disaster recovery services
- **Cloud Services:** Scalability, business continuity, productivity and collaboration, infrastructure, and data centers
- **Other Services:** Technology optimization, mobility, and optimized print services

Our parent company, Konica Minolta, Inc., manufactures most of the products we sell with factories in China and Malaysia. In addition, we sell other third-party products, including wide-format printing, 3D printing and robotic devices and associated accessories, manufactured in the United States, Denmark, Japan, Malaysia, China and Hong Kong.

Konica Minolta Inc.

Our parent company, Konica Minolta Inc. (referred to in this Statement as “KMI”), is a multi-corporate enterprise of worldwide operating subsidiaries and affiliates with just over 40,000 employees, with its headquarters in Tokyo, Japan.

KMI is engaged in the development, manufacturing and sale of multi-functional peripherals, printers, equipment for production printing systems and graphic arts; inkjet printheads and textile printers for industrial use; related consumables and solution services; equipment for healthcare systems, measuring instruments for industrial and healthcare applications; the development, manufacturing and sale of electronic materials (including TAC films); lighting source panels; functional films and optical products.

The KMI Group has adopted various policies and practices that apply Group wide. This includes Konica Minolta Canada. In this regard, the policies and procedures described herein are Group policies.

Konica Minolta Canada is committed to observing the highest ethical standards in the conduct of its business and has programs in place to effectively manage the risks of forced labour and child labour throughout our supply chains.

Risks of Forced & Child Labour in Our Operations and Supply Chains

In line with the UN Guiding Principles on Business and Human Rights, we conduct an ongoing human rights due diligence process to identify the risks of forced labour and child labour within our operations and supply chains. We recognize that the risks of forced labour and child labour means the potential for Konica Minolta Canada to cause, contribute to, or be directly linked to forced labour and child labour through its operations and supply chains. This is the risk that our business may be involved, either directly or indirectly, with forced labour and child labour. More importantly, when assessing this risk, we recognize that the emphasis is on the risk of harm posed to the people within our operations and supply chains.

Following a high-level overview and assessment of our supply chains, using a wide variety of sources of information, including the International Labour Organization, the US Bureau of International Labor Affairs List of Goods Produced by Child Labor or Forced Labor, the Business and Human Rights Resource Centre as well as guidance from the Responsible Business Alliance, we have identified the following risk areas:

Conflict Minerals - these are minerals which are mined in conditions of armed conflict and human rights abuse, which are sold or traded by armed groups. Associated with this are the risks of the worst forms of child labour, forced labour and slavery with respect to the mining itself and the associated operations. While Konica Minolta Canada or our parent company Konica Minolta Inc. are not directly involved in the mining of these raw materials, nothing that 19 countries are identified as using forced labour in the extraction of the seven main minerals used in electronics manufacturing (gold, tin, tungsten, cobalt, copper, iron, and tantalum), we recognize the risk this presents further upstream in our supply chains.

Electronics manufacturing - there is documented risk of forced labour in the electronics industry in Malaysia, where some of our goods are produced, associated with migrant labour, concerning deceptive contracting, withholding of identity documents and excessive recruitment fees.

Logistics - given the nature of work in this sector, there are inherent risks of worker vulnerability and labour exploitation, which is significant to our local business operations.

Cotton - the uniforms of our service technicians are made of cotton, an industry which is well-known to have child labour and forced labour involved in the preparation of the raw materials further upstream in the supply chain.

Electronics - there are risks of forced labour and child labour associated with the manufacturing of electronic goods in Malaysia and China, where some of our products are made as well as products which we procure for our business operations.

Cleaning and security - given the nature of work in this sector, there are inherent risks of worker vulnerability and labour exploitation, which is significant to our local business and operations.

Outsourcing and subcontracting - any area of work in which there is less visibility over the contractual agreements may create a heightened risk of vulnerability for the workers involved. While the risks of exploitation might not rise to the level of forced labour and child labour, we recognize that forced labour and child labour is at the extreme end of the spectrum, which has substandard working conditions and other forms of labour exploitation along the continuum.

Konica Minolta | Charter of Corporate Behavior

1. Konica Minolta Philosophy
 - a. The Konica Minolta Philosophy is our core philosophy, comprising our management Philosophy, unchanged since its establishment in 2003, our Management Vision 2030, the 6 Values representing our corporate culture of value creation, and our Brand Proposition.

Our Philosophy: The Creation of New Value

Since we established Our Philosophy in 2003, the creation of new value has remained a steadfast management philosophy at Konica Minolta, and this will not change in the future. We will always support people and society by creating and delivering new value in multiple forms for both our customers and the various people beyond them.

Our Vision: Imaging to the People

A global company that is vital to society, brings vision to reality. A robust and innovative company, continually evolving and contributing to the sustainable growth of society and individuals.

Imaging to the People, our long-term management vision for 2030 expresses Konica Minolta's ideals and its position in society as an imaging technology company, both our heritage and strength. We continue our pursuit of human-centric living, responding to individual needs and the needs of a diverse society. Simultaneously, throughout our Five Material Issues, we will transfer imaging power to humanity and greater society to achieve sustainable goals and solve social issues that have yet to be identified.

Our 6 Values:

- **Open & Honest:** We are convinced that only by acting with integrity and communicating with all our partners in an open and honest way can we create long-lasting partnerships of mutual trust and solid significance.
- **Customer-centric:** We exist solely for our customers; always thinking on their behalf, undertaking challenges together with them, and working tirelessly to bring them success and provide excitement that exceeds expectations both now and in the future.
- **Innovative:** Innovation is what drives us. We constantly strive to develop ground-breaking ideas that will form the basis of everything we do going forward, every step of the way.
- **Passionate:** Being passionate, strong-willed and determined is essential to making a meaningful contribution to our customers' businesses and society as a whole.
- **Inclusive & Collaborative:** We believe that the power of inclusiveness and collaboration with customers, partners and each other is the best way to come up with game-changing ideas that provide ultimate benefits.
- **Accountable:** Not only must we be individually and collectively responsible and accountable for what we do, all our actions should contribute to the creation of a sustainable society.

Brand Proposition:

Giving Shape to Ideas is our promise to our customers. We aim to give shape to people's desires through imaging. In doing this, we will help realize a high-quality society and a new future for the world's businesses and lifestyles alike.

Corporate Charter of Behavior | Respect for Human Rights

Through our Charter, we recognize the respect for human rights as a basic principle for our business activities. We strive to eliminate all forms of discrimination within our workforce and in our relationships with business partners. We also ask business partners and other parties connected to our business activities to respect human rights.

How we do it

- 1. Internationally acknowledged respect for human rights**
 - a. Based on the UN Guiding Principles on Business and Human Rights, Konica Minolta supports and respects the human rights set out in the "International Bill of Human Rights" and the International Labor Organization's Declaration on Fundamental Principles and Rights at Work.
- 2. Formulation of human rights policy**
 - a. Konica Minolta complies with the policy which is formulated for respect of human rights.
- 3. Implementation of due diligence**
 - a. Konica Minolta strives to prevent and mitigate negative human rights impacts by establishing human rights due diligence mechanisms, assessing and identifying potential or actual human rights risks, and addressing them.
- 4. Respect for rights of Konica Minolta Group Personnel**

- a. Konica Minolta respects the diversity, fundamental human rights, and privacy of the Konica Minolta Group Personnel and to eliminate all forms of discrimination within our workforce and relationships with business partners. This includes the elimination of child labour, forced labour, harassment, etc. Additionally, we strive to manage appropriate working hours, secure a minimum wage, provide a safe and hygienic work environment, and respect freedom of association and the right to collective bargaining.

5. Consideration for business activities

- a. Konica Minolta shall, in accordance with the human rights principles set forth in the Konica Minolta Group's Supply Chain Code of Conduct, require our suppliers to adhere to those principles when they conduct business with us. In addition, Konica Minolta shall work to respect its customers' privacy so that it does not cause them to be discriminated against.

6. Remedies

- a. Konica Minolta shall use a system that can capture human rights concerns, and when human rights violations are alleged, promptly investigate such allegations, in order to take corrective action through appropriate internal and external procedures if it is clear that we have directly caused or been involved in a negative impact on human rights.

Our Code of Conduct ("Code") serves as a guide for all of our employees and our third-party business partners, including suppliers, distributors, consultants and other business partners. Our Compliance Program contains specific provisions addressing human rights, labour and business conduct to evaluate and address risks of human trafficking and slavery.

To that end, our employees must comply with the principles in our Code of Conduct and our Compliance Program. Failure to comply with Konica Minolta Code subjects violators to disciplinary action, up to and including termination of employment. Konica Minolta also expects the same commitment to the highest ethical standards and compliance with applicable law, including, human trafficking and slavery from our business partners.

Konica Minolta Inc. complies with all applicable federal, state and/or provincial, regional, municipal, and local laws, codes, regulations, rules, ordinances, decrees, permits, registrations and orders. We specifically highlight the requirement to comply with laws addressing human trafficking, forced labour and slavery.

In addition, Konica Minolta may audit our supply chain partners by conducting visits and/or have third-parties monitor visits to ensure compliance with applicable law, including compliance with prohibition on slavery and human trafficking. Konica Minolta also requires that business partners comply with the laws regarding slavery and human trafficking of the country or countries in which they are doing business.

The Konica Minolta Ethics Hotline, where permissible under local laws, is available to all employees, directors and contractors, as well as our business partners, their employees or their subcontractors. The Hotline, where permissible, enables the reporting of noncompliance by Konica Minolta business partners, their employees or subcontractors. Konica Minolta employees who do not act promptly to report noncompliance matters may be subject to disciplinary action.

Finally, we reserved the right to evaluate (and may use third parties to evaluate) our supply chains for risk, including human rights and labour risks such as trafficking and slavery. In the event concerns arise, we will investigate the matter and take appropriate actions to mitigate the risk by either terminating the relationship or remediating to ensure our business partner is in compliance with our Code.

Konica Minolta | Procurement Policy

The Konica Minolta Group pursues customer satisfaction by creating innovative products and services that contribute to the development of society, according to our management philosophy, “The Creation of New Value.” In procurement activities, we establish firm partnerships with our suppliers based on fairness and transparency, and aim to build a sustainable society by fulfilling social responsibilities with our suppliers.

1. Open

We will build transparent and reliable relationships with our suppliers and manage procurement in an open manner, while sharing objectives from a long-term and global perspective.

2. Fair

We will carry out transactions under the principle of free competition with rational evaluation criteria, and seek mutual benefit with suppliers.

3. Global

We will have a global outlook and carry out procurement in the regions that best suit our operational needs.

4. Compliance

We will comply with all relevant laws and regulations, corporate ethics, and internal policies and regulations.

5. Ecology

We will contribute to the international society and local communities by striving to take the lead in environmental protection, while reducing the impact of our operations on ecosystems.

Our Request to Suppliers

Based on strong partnerships with our suppliers, we ask them to focus on the following areas in order to increase customer satisfaction and fulfill social responsibilities.

1. Excellent Quality

Ensuring the safety of products and services, including compliance with safety standards of each country and region, and improving quality to meet the demands of customers.

2. Reasonable Prices

Pursuing prices with market competitiveness.

3. Response to Changes in Demand

Developing a stable supply system that can respond flexibly to change in demand.

4. Compliance with Laws, Regulations and Corporate Ethics

Complying with all laws and regulations of each country and region, and with corporate ethics top of mind.

5. Environmental Protection

Undertaking environmentally conscious business practices and material procurement.

6. Respect for the Human Rights of Workers

Respecting basic human rights, including the prohibition of child labour, forced labour, and discrimination based on ethnicity, gender, and any other grounds.

7. Health and Safety

Providing safe and clean work environments.

8. Information Security

Continuously improving information security and protecting our data and intellectual property.

9. Firm Management Foundation

Building a firm management foundation to ensure a continuous and stable supply of materials.

Konica Minolta | Supply Chain Code of Conduct

For many years, Konica Minolta has aimed to “provide superior products and services in a timely manner to customers all over the world,” and is striving to build solid relationships with suppliers that provide raw materials and parts as well as those to whom it outsources manufacturing, based on trust by ensuring that transactions are both transparent and fair.

Konica Minolta is active in its pursuit of CSR procurement to improve the work environment and ensure respect for human rights throughout its supply chain. Since 2008, Konica Minolta has guided its practices on the framework of the Responsible Business Alliance (RBA).

Since joining the RBA in 2013, Konica Minolta is fully committed to fulfilling its social responsibilities throughout its supply chain.

The Responsible Business Alliance (RBA) Code of Conduct establishes standards to ensure that working conditions in supply chains are safe, and that business is conducted responsibly, ethically, and with respect for human rights and the environment.

The Code may be voluntarily adopted by any business and subsequently applied by that business to its direct and indirect supply chain and subcontractors, including providers of contract labour. To adopt the Code and become a participant (“Participant”), a business shall declare its support for the Code and conduct due diligence in line with the Code and its standards through the establishment of an effective management system. Participants must regard the Code as a total supply chain initiative. At a minimum, Participants shall also require their next tier suppliers to acknowledge and implement the Code.

Fundamental to adopting the Code is the understanding that a business, in all of its activities, must operate in full compliance with applicable laws, rules, and regulations¹. In alignment with internationally recognized standards as listed under the References of this document, and drawing upon best practices in global supply chains, elements of this Code may go beyond legal compliance in order to advance social and environmental responsibility and business ethics. In no case can complying with the Code violate applicable laws. If, however, there are differing standards between the RBA Code and applicable laws, the RBA defines conformance as meeting the strictest requirements.

In accordance with the RBA, Konica Minolta adheres to the following as it relates to labour.

1. Labor

Prohibition of Forced Labour

Forced labour in any form, including but not limited to, bonded (including debt bondage) indentured labour, involuntary or exploitative prison labour, slavery or trafficking of persons is not permitted. This includes transporting, harbouring, recruiting, transferring, or receiving persons by means of threat, force, coercion, abduction or fraud for labour or services. There shall be no unreasonable restrictions on workers’ freedom of movement in the facility in addition to unreasonable restrictions on entering or exiting company- provided facilities including, if applicable, workers’ dormitories or living quarters. As part of the hiring process, all workers must be provided with a written employment agreement in their native language, or in a language the worker can understand, that contains a description of terms and conditions

of employment. Foreign migrant workers must receive the employment agreement prior to the worker departing from his or her country of origin and there shall be no substitution or change(s) allowed in the employment agreement upon arrival in the receiving country unless these changes are made to meet local law and provide equal or better terms. All work shall be voluntary, and workers shall be free to leave work at any time or terminate their employment without penalty if reasonable notice is given, which shall be clearly stated in workers' contracts. Participants shall maintain documentation on all leaving workers. Employers, agents, and sub-agents' may not hold or otherwise destroy, conceal, or confiscate identity or immigration documents, such as government-issued identification, passports, or work permits. Notwithstanding the foregoing, employers can only hold documentation if necessary to comply with the local law. In this case, at no time shall workers be denied access to their documents. Workers shall not be required to pay employers' agents or sub-agents' recruitment fees or other related fees for their employment. If any such fees are found to have been paid by workers, such fees shall be repaid to the worker.

Young Workers

Child labour shall not be used in any stage of manufacturing. The term "child" refers to any person under the age of 15, or under the age for completing compulsory education, or under the minimum age for employment in the country, whichever is greatest. Workers under the age of 18 (Young Workers) shall not perform work that is likely to jeopardize their health or safety, including night shifts and overtime. Participants shall ensure proper management of student workers through proper maintenance of student records, rigorous due diligence of educational partners, and protection of students' rights in accordance with applicable laws and regulations. Participants shall implement an appropriate mechanism to verify the age of workers. The use of legitimate workplace learning programs, which comply with all laws and regulations, is supported. Participants shall provide appropriate support and training to all student workers. In the absence of local law, the wage rate for student workers, interns, and apprentices shall be at least the same wage rate as other entry-level workers performing equal or similar tasks. If child labour is identified, assistance/remediation shall be provided.

Working Hours

Working hours shall not exceed the maximum set forth by local law. Furthermore, a workweek shall not be more than 60 hours per week, including overtime, except in an emergency or unusual situations. All overtime shall be voluntary. Workers shall be allowed at least one day off every seven days.

Wages and Benefits

Compensation paid to workers shall comply with all applicable wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits. All workers shall receive equal pay for equal work and qualification. Workers shall be compensated for overtime at pay rates greater than regular hourly rates. Deductions from wages as a disciplinary measure shall not be permitted. For each pay period, workers shall be provided with a timely and understandable wage statement that includes sufficient information to verify accurate compensation for work performed. All use of temporary, dispatch and outsourced labour shall be within the limits of local law.

Training & Effectiveness

Konica Minolta Canada is committed to ensuring that all employees receive comprehensive training on issues related to forced labour, child labour, and other compliance matters throughout their employment, including during onboarding and offboarding processes. Employees are thoroughly trained on all corporate policies and are required to participate in annual refresher courses. Furthermore, all personnel are mandated to sign-off annually on our Charter of Corporate Behavior. Senior leadership is also subjected to regular compliance training and is responsible for disseminating this knowledge and information to their respective teams, ensuring adherence to our corporate standards.

Konica Minolta Canada demonstrates effectiveness of our policy enforcement through a robust monitoring and auditing framework, which includes regular internal audits and third-party assessments. For example, we have implemented a comprehensive whistleblower program (Compliance Hotline) that allows employees to report violations anonymously, leading to prompt investigations and appropriate disciplinary actions. Additionally, we conduct periodic reviews and updates of our compliance programs to address emerging risks, evidenced by recent overhaul of our supply chain due diligence processes to prevent forced and child labour. These actions underscore our commitment to maintaining rigorous adherence to our corporate policies and ethical standards.

Additionally, Konica Minolta Inc. has established a Regional Compliance Coordinator (RCC) team across the globe. Members of this committee include personnel from different regions and continents including:

Chief Compliance Officer - Tetsuya Matsueda
Europe Compliance Coordinator - Olaf Jonas
China Compliance Coordinator - Shinya Yoshicka
ASEAN Compliance Coordinator - Koji Yoshida
North America Compliance Coordinator - Steve Herbes

Future Action at Konica Minolta Canada

Our current priorities at Konica Minolta are:

- Ensure our workforce is familiar with the Procurement standards
- Ensure our workforce is familiar with the Charter of Corporate Behavior
- Ensure our workforce is familiar with the Human Rights standards
- Ensure our workforce is familiar with the Supply Chain Code of Conduct
- Ensure our workforce completes annual Compliance trainings and best practices
- Ensure our upper management completes the annual Compliance training programs
- Ensure we continuously conduct supply chain analysis on an ongoing basis
- Ensure our workforce stay abreast of any and all forced labour or child labour laws
- Ensure our workforce is aware of our 24/7 Compliance Hotline for all reporting needs

Remediation Measures Statement

Konica Minolta Canada is committed to maintaining the highest ethical standards throughout our supply chains. After careful analysis, we can report that we have not identified any incidents of forced labour or child labour within our supply chains. Consequently, no remediation measures have been required or needed at this time.

However, Konica Minolta Canada remains steadfast in our commitment to proactively addressing such issues should they arise within our workforce. We have robust measures in place to ensure continuous monitoring and are dedicated to taking the appropriate actions promptly. Our personnel are fully supported to uphold these standards and respond efficiently and effectively to any concerns.

APPROVAL & ATTESTATION

In accordance with the requirements of Canada's *Fighting Against Forced Labour and Child Labour in Supply Chains Act*, and in particular section 11 thereof, I attest that I have reviewed the information contained in the report for Konica Minolta Canada. I attest that the report has been approved by the board of directors of Konica Minolta Canada and that, based on my knowledge and having exercised reasonable diligence, the information in the report is true, accurate and complete in all material respects for the purposes of the Act, for the reporting year listed above.

Signature: 

Name: Mario Mottillo
Title: President, KMBS LTD

Date: May 31, 2024

I have the authority to bind Konica Minolta Canada