

# "Ajinomoto Group CSR Report 2008" & "Ajinomoto Group Environmental Report 2008" GRI Sustainability Reporting Guidelines 2006 and its Content Index

—: Not mentioned.

web: Additional information of the report. In case of the report and the website are common, only the report come under the indicator.

No.	Indicator	Related Page		Note
		CSR	ER	
<b>1. Strategy and Analysis</b>				
1.1	Statement from the most senior decisionmaker of the organization (e.g., CEO, chair, or equivalent senior position) about the relevance of sustainability to the organization and its strategy.	3-6	3-4	
1.2	Description of key impacts, risks, and opportunities.	3-6,8,15,27	3-4,5-6,8	
<b>2. Organizational Profile</b>				
2.1	Name of the organization.	39	50	
2.2	Primary brands, products, and/or services.	39	50	
2.3	Operational structure of the organization, including main divisions, operating companies, subsidiaries, and joint ventures.	2,39-40	2,50	
2.4	Location of organization's headquarters.	39	50	
2.5	Number of countries where the organization operates, and names of countries with either major operations or that are specifically relevant to the sustainability issues covered in the report.	39-40	50	
2.6	Nature of ownership and legal form.	39	50	
2.7	Markets served (including geographic breakdown, sectors served, and types of customers/beneficiaries).	39-40	50	
2.8	Scale of the reporting organization, including: • Number of employees; • Net sales (for private sector organizations) or net revenues (for public sector organizations); • Total capitalization broken down in terms of debt and equity (for private sector organizations); and • Quantity of products or services provided	39-40	50	
2.9	Significant changes during the reporting period regarding size, structure, or ownership including: • The location of, or changes in operations, including facility openings, closings, and expansions; and • Changes in the share capital structure and other capital formation, maintenance, and alteration operations (for private sector organizations).	—	—	
2.10	Awards received in the reporting period.	—	18,26,36	
<b>3. Report Parameters</b>				
<b>Report Profile</b>				
3.1	Reporting period (e.g., fiscal/calendar year) for information provided.	2	2	
3.2	Date of most recent previous report (if any).	2	2	
3.3	Reporting cycle (annual, biennial, etc.)	2	2	
3.4	Contact point for questions regarding the report or its contents.	back cover	back cover	
<b>Report Scope and Boundary</b>				
3.5	Process for defining report content, including: • Determining materiality; • Prioritizing topics within the report; and • Identifying stakeholders the organization expects to use the report.	2,19,20	2,50	
3.6	Boundary of the report (e.g., countries, divisions, subsidiaries, leased facilities, joint ventures, suppliers).	2	2	
3.7	State any specific limitations on the scope or boundary of the report.	2	2,28,35	
3.8	Basis for reporting on joint ventures, subsidiaries, leased facilities, outsourced operations, and other entities that can significantly affect comparability from period to period and/or between organizations.	—	—	
3.9	Data measurement techniques and the bases of calculations, including assumptions and techniques underlying estimations applied to the compilation of the Indicators and other information in the report.	web	12,16,21-22,32,33,37-38,39-40,41	web... "Achievement by 2020: 4) Human Resources Development"
3.10	Explanation of the effect of any re-statements of information provided in earlier reports, and the reasons for such re-statement (e.g., mergers/acquisitions, change of base years/periods, nature of business, measurement methods).	—	—	
3.11	Significant changes from previous reporting periods in the scope, boundary, or measurement methods applied in the report.	—	—	
<b>GRI Content Index</b>				
3.12	Table identifying the location of the Standard Disclosures in the report.	web	web	web... this content index
<b>Assurance</b>				
3.13	Policy and current practice with regard to seeking external assurance for the report. If not included in the assurance report accompanying the sustainability report, explain the scope and basis of any external assurance provided. Also explain the relationship between the reporting organization and the assurance provider(s).	—	—	
<b>4. Governance, Commitments, and Engagement</b>				
<b>Governance</b>				
4.1	Governance structure of the organization, including committees under the highest governance body responsible for specific tasks, such as setting strategy or organizational oversight.	37	43	
4.2	Indicate whether the Chair of the highest governance body is also an executive officer (and, if so, their function within the organization's management and the reasons for this arrangement).	37	—	
4.3	For organizations that have a unitary board structure, state the number of members of the highest governance body that are independent and/or non-executive members.	—	—	
4.4	Mechanisms for shareholders and employees to provide recommendations or direction to the highest governance body.	—	—	
4.5	Linkage between compensation for members of the highest governance body, senior managers, and executives (including departure arrangements), and the organization's performance (including social and environmental performance).	—	—	
4.6	Processes in place for the highest governance body to ensure conflicts of interest are avoided.	—	—	
4.7	Process for determining the qualifications and expertise of the members of the highest governance body for guiding the organization's strategy on economic, environmental, and social topics.	—	—	
4.8	Internally developed statements of mission or values, codes of conduct, and principles relevant to economic, environmental, and social performance and the status of their implementation.	1,19,38 web	1,7	web... "Achievement by 2020: 4) Human Resources Development"
4.9	Procedures of the highest governance body for overseeing the organization's identification and management of economic, environmental, and social performance, including relevant risks and opportunities, and adherence or compliance with internationally agreed standards, codes of conduct, and principles.	—	43	environmental performance is referred

4.10		Processes for evaluating the highest governance body's own performance, particularly with respect to economic, environmental, and social performance.	—	—	
<b>Commitments to External Initiatives</b>					
4.11		Explanation of whether and how the precautionary approach or principle is addressed by the organization.	37	9,11,34,44	
4.12		Externally developed economic, environmental, and social charters, principles, or other initiatives to which the organization subscribes or endorses.	—	26,29	
4.13		Memberships in associations (such as industry associations) and/or national/international advocacy organizations in which the organization: • Has positions in governance bodies; • Participates in projects or committees; • Provides substantive funding beyond routine membership dues; or • Views membership as strategic.	26,33–34	11,26,29,32,36	
<b>Stakeholder Engagement</b>					
4.14		List of stakeholder groups engaged by the organization.	20	48	
4.15		Basis for identification and selection of stakeholders with whom to engage.	20	48	
4.16		Approaches to stakeholder engagement, including frequency of engagement by type and by stakeholder group.	3–6,9–14,35–36,42 web	23–26,47–48	web...“Achievement by 2020: 1) Food” “Stakeholder Dialogues”
4.17		Key topics and concerns that have been raised through stakeholder engagement, and how the organization has responded to those key topics and concerns, including through its reporting.	3–6,9–14,35–36,41–42 web	23–26,47–49	web...“Achievement by 2020: 1) Food” “Stakeholder Dialogues”
<b>5. Management Approach and Performance Indicators</b>					
<b>Economic</b>					
		<b>Management Approach</b>	6,7	—	
<b>Aspect: Economic Performance</b>					
EC1.	CORE	Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to capital providers and governments.	—	—	
EC2.	CORE	Financial implications and other risks and opportunities for the organization's activities due to climate change.	—	—	
EC3.	CORE	Coverage of the organization's defined benefit plan obligations.	—	—	
EC4.	CORE	Significant financial assistance received from government.	—	—	
<b>Aspect: Market Presence</b>					
EC5.	ADD	Range of ratios of standard entry level wage compared to local minimum wage at significant locations of operation.	—	—	
EC6.	CORE	Policy, practices, and proportion of spending on locally-based suppliers at significant locations of operation.	—	—	
EC7.	CORE	Procedures for local hiring and proportion of senior management hired from the local community at locations of significant operation.	—	—	
<b>Aspect: Indirect Economic Impacts</b>					
EC8.	CORE	Development and impact of infrastructure investments and services provided primarily for public benefit through commercial, in-kind, or pro bono engagement.	23–24,25–26,31–34 web	—	web...“Achievement by 2020: 1) Food” “Achievement by 2020: 5) Partnerships”
EC9.	ADD	Understanding and describing significant indirect economic impacts, including the extent of impacts.	—	—	
<b>Environmental</b>					
		<b>Management Approach</b>	27	1,3–4,5–6,7–8,27,43–44 web	web...Additional documents and data:“The Ajinomoto Group Environmental Philosophy and Basic Policies(Full Texts)”
<b>Aspect: Materials</b>					
EN1.	CORE	Materials used by weight or volume.	—	28	
EN2.	CORE	Percentage of materials used that are recycled input materials.	—	17–18,27	
<b>Aspect: Energy</b>					
EN3.	CORE	Direct energy consumption by primary energy source.	—	28,37	
EN4.	CORE	Indirect energy consumption by primary source.	—	28,37	
EN5.	ADD	Energy saved due to conservation and efficiency improvements.	—	16,17,37	
EN6.	ADD	Initiatives to provide energy-efficient or renewable energy based products and services, and reductions in energy requirements as a result of these initiatives.	—	16,17,19–22,30–32,37–38	
EN7.	ADD	Initiatives to reduce indirect energy consumption and reductions achieved.	—	—	
<b>Aspect: Water</b>					
EN8.	CORE	Total water withdrawal by source.	—	28,39	
EN9.	ADD	Water sources significantly affected by withdrawal of water.	—	—	
EN10.	ADD	Percentage and total volume of water recycled and reused.	—	—	
<b>Aspect: Biodiversity</b>					
EN11.	CORE	Location and size of land owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas.	—	29	
EN12.	CORE	Description of significant impacts of activities, products, and services on biodiversity in protected areas and areas of high biodiversity value outside protected areas.	—	12	
EN13.	ADD	Habitats protected or restored.	—	29	
EN14.	ADD	Strategies, current actions, and future plans for managing impacts on biodiversity.	—	3–8,12,29	
EN15.	ADD	Number of IUCN Red List species and national conservation list species with habitats in areas affected by operations, by level of extinction risk.	—	—	
<b>Aspect: Emissions, Effluents, and Waste</b>					
EN16.	CORE	Total direct and indirect greenhouse gas emissions by weight.	5	28,37	
EN17.	CORE	Other relevant indirect greenhouse gas emissions by weight.	—	—	
EN18.	ADD	Initiatives to reduce greenhouse gas emissions and reductions achieved.	18 web	16,17,20,21,25,27,37–38	web...“Achievement by 2020: 3) Food Resources and the Environment”
EN19.	CORE	Emissions of ozone-depleting substances by weight.	—	27–28,38	
EN20.	CORE	NO, SO, and other significant air emissions by type and weight.	—	28	
EN21.	CORE	Total water discharge by quality and destination.	—	27–28,39	
EN22.	CORE	Total weight of waste by type and disposal method.	—	28,40	
EN23.	CORE	Total number and volume of significant spills.	—	38,45	
EN24.	ADD	Weight of transported, imported, exported, or treated waste deemed hazardous under the terms of the Basel Convention Annex I, II, III, and VIII, and percentage of transported waste shipped internationally.	—	—	
EN25.	ADD	Identity, size, protected status, and biodiversity value of water bodies and related habitats significantly affected by the reporting organization's discharges of water and runoff.	—	—	

Aspect: Products and Services					
EN26.	CORE	Initiatives to mitigate environmental impacts of products and services, and extent of impact mitigation.	—	9–10,21,22,33–36	
EN27.	CORE	Percentage of products sold and their packaging materials that are reclaimed by category.	—	—	
Aspect : Compliance					
EN28.	CORE	Monetary value of significant fines and total number of non-monetary sanctions for noncompliance with environmental laws and regulations.	—	45	
Aspect : Transport					
EN29.	ADD	Significant environmental impacts of transporting products and other goods and materials used for the organization's operations, and transporting members of the workforce.	—	28,41–42	
Aspect : Overall					
EN30.	ADD	Total environmental protection expenditures and investments by type.	—	web	web...Additional documents and data."Environmental Accounting"
Labor Practices and Decent Work					
		<b>Management Approach</b>	19,29 web	—	web... "Achievement by 2020: 4) Human Resources Development"
Aspect: Employment					
LA1.	CORE	Total workforce by employment type, employment contract, and region.	19,30	—	
LA2.	CORE	Total number and rate of employee turnover by age group, gender, and region.	30	—	about total number of employee turnover (only some rate is listed)
LA3.	ADD	Benefits provided to full-time employees that are not provided to temporary or part-time employees, by major operations.	—	—	
Aspect: Labor/Management Relations					
LA4.	CORE	Percentage of employees covered by collective bargaining agreements.	—	—	
LA5.	CORE	Minimum notice period(s) regarding operational changes, including whether it is specified in collective agreements.	—	—	
Aspect: Occupational Health and Safety					
LA6.	ADD	Percentage of total workforce represented in formal joint management?worker health and safety committees that help monitor and advise on occupational health and safety programs.	—	—	
LA7.	CORE	Rates of injury, occupational diseases, lost days, and absenteeism, and number of workrelated fatalities by region.	30 web	—	web... "Achievement by 2020: 4) Human Resources Development"
LA8.	CORE	Education, training, counseling, prevention, and risk-control programs in place to assist workforce members, their families, or community members regarding serious diseases.	30 web	—	web... "Achievement by 2020: 4) Human Resources Development"
LA9.	ADD	Health and safety topics covered in formal agreements with trade unions.	—	—	
Aspect: Training and Education					
LA10.	CORE	Average hours of training per year per employee by employee category.	—	—	
LA11.	ADD	Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings.	30 web	—	web... "Achievement by 2020: 4) Human Resources Development"
LA12.	ADD	Percentage of employees receiving regular performance and career development reviews.	—	—	
Aspect: Diversity and Equal Opportunity					
LA13.	CORE	Composition of governance bodies and breakdown of employees per category according to gender, age group, minority group membership, and other indicators of diversity.	30 web	—	web... "Achievement by 2020: 4) Human Resources Development"
LA14.	CORE	Ratio of basic salary of men to women by employee category.	—	—	
Human Rights					
		<b>Management Approach</b>	19,29 web	—	web... "Achievement by 2020: 4) Human Resources Development"
Aspect: Investment and Procurement Practices					
HR1.	CORE	Percentage and total number of significant investment agreements that include human rights clauses or that have undergone human rights screening.	—	—	
HR2.	CORE	Percentage of significant suppliers and contractors that have undergone screening on human rights and actions taken.	—	—	
HR3.	ADD	Total hours of employee training on policies and procedures concerning aspects of human rights that are relevant to operations, including the percentage of employees trained.	—	—	
Aspect: Non-discrimination					
HR4.	CORE	Total number of incidents of discrimination and actions taken.	—	—	
Aspect: Freedom of Association and Collective Bargaining					
HR5.	CORE	Operations identified in which the right to exercise freedom of association and collective bargaining may be at significant risk, and actions taken to support these rights.	—	—	
Aspect: Child Labor					
HR6.	CORE	Operations identified as having significant risk for incidents of child labor, and measures taken to contribute to the elimination of child labor.	—	—	
Aspect: Forced and Compulsory Labor					
HR7.	CORE	Operations identified as having significant risk for incidents of forced or compulsory labor, and measures to contribute to the elimination of forced or compulsory labor.	—	—	
Aspect: Security Practices					
HR8.	ADD	Percentage of security personnel trained in the organization's policies or procedures concerning aspects of human rights that are relevant to operations.	38	—	
Aspect: Indigenous Rights					
HR9.	ADD	Total number of incidents of violations involving rights of indigenous people and actions taken.	—	—	
Society					
		<b>Management Approach</b>	19,37–38	—	
Aspect: Community					
SO1.	CORE	Nature, scope, and effectiveness of any programs and practices that assess and manage the impacts of operations on communities, including entering, operating, and exiting.	31–32,33–34	—	
Aspect: Corruption					
SO2.	CORE	Percentage and total number of business units analyzed for risks related to corruption.	—	—	
SO3.	CORE	Percentage of employees trained in organization's anti-corruption policies and procedures.	—	—	
SO4.	CORE	Actions taken in response to incidents of corruption.	—	—	
Aspect : Public Policy					
SO5.	CORE	Public policy positions and participation in public policy development and lobbying.	—	—	

SO6.	ADD	Total value of financial and in-kind contributions to political parties, politicians, and related institutions by country.	—	—	
<b>Aspect: Anti-Competitive Behavior</b>					
SO7.	ADD	Total number of legal actions for anticompetitive behavior, anti-trust, and monopoly practices and their outcomes.	—	—	
<b>Aspect: Compliance</b>					
SO8.	CORE	Monetary value of significant fines and total number of non-monetary sanctions for noncompliance with laws and regulations.	—	—	
<b>Product Responsibility</b>					
		<b>Management Approach</b>	8 web	—	web...“Feature: Key Challenge 1 Working to Bring Great Taste and Safety to Dining Tables”
<b>Aspect: Customer Health and Safety</b>					
PR1.	CORE	Life cycle stages in which health and safety impacts of products and services are assessed for improvement, and percentage of significant products and services categories subject to such procedures.	8-14	—	the percentage is not listed
PR2.	ADD	Total number of incidents of non-compliance with regulations and voluntary codes concerning health and safety impacts of products and services during their life cycle, by type of outcomes.	8	—	only about recall of products
<b>Aspect : Product and Service Labeling</b>					
PR3.	CORE	Type of product and service information required by procedures, and percentage of significant products and services subject to such information requirements.	8-14	—	the percentage is not listed
PR4.	ADD	Total number of incidents of non-compliance with regulations and voluntary codes concerning product and service information and labeling, by type of outcomes.	—	—	
PR5.	ADD	Practices related to customer satisfaction, including results of surveys measuring customer satisfaction.	14 web	—	web...“Feature: Key Challenge 1 Working to Bring Great Taste and Safety to Dining Tables”
<b>Aspect : Marketing Communications</b>					
PR6.	CORE	Programs for adherence to laws, standards, and voluntary codes related to marketing communications, including advertising, promotion, and sponsorship.	14 web	—	web...“Feature: Key Challenge 1 Working to Bring Great Taste and Safety to Dining Tables”
PR7.	ADD	Total number of incidents of non-compliance with regulations and voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship by type of outcomes.	—	—	
<b>Aspect : Customer Privacy</b>					
PR8.	ADD	Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data.	—	—	
<b>Aspect: Compliance</b>					
PR9.	CORE	Monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services.	—	—	amount of products that were voluntary recall is reported on page 8