

Compliance

Framework

GRI205-DMA
 GRI205-2
 GRI307-DMA
 GRI419-DMA

▶ Ajinomoto Group Policies (AGP)

Performance

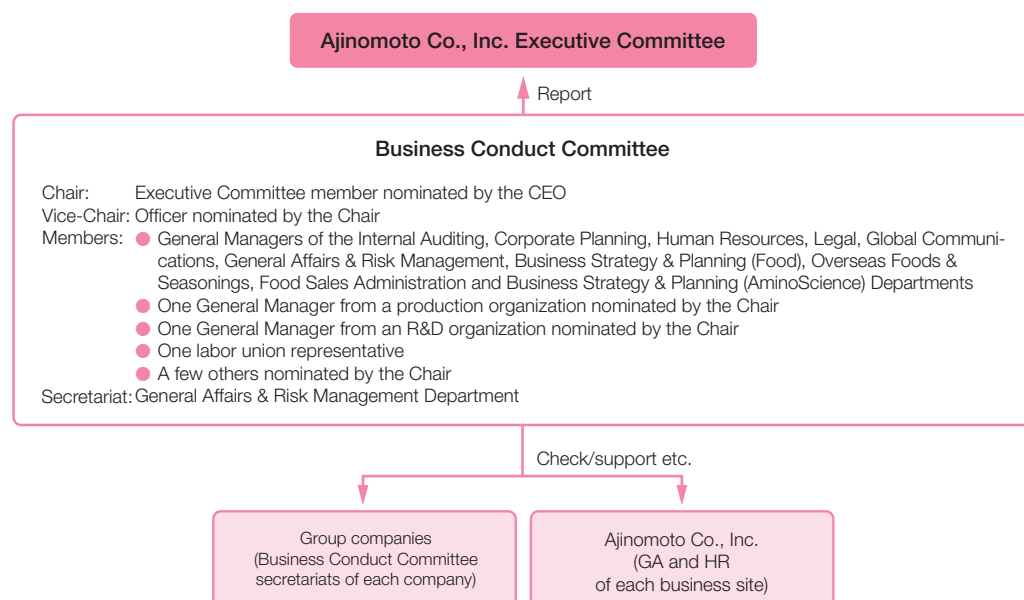
GRI205-2

Promotion Framework

The Ajinomoto Group is seeking to strengthen its management base and enhance its corporate value by cultivating an open corporate culture and building strong crisis management structures through improved compliance awareness and a deep understanding of the Ajinomoto Group Policies (AGP).

Ajinomoto Co., Inc. established the Business Conduct Committee, which meets once every three months, to ensure that all personnel are well informed about the AGP, and verify that business activities comply. Major Group companies have also set up their own business conduct committees to boost AGP awareness and address their unique issues by country, region, and company.

Promotion framework



Improvement of Compliance Awareness

Compliance education for employees

The Ajinomoto Group conducted the following training and educational activities in fiscal 2018 to boost awareness and understanding of AGP and of the whistleblowing system.

- Compliance training (for Ajinomoto Group company managers in Japan. Six times a year, 407 participants)
- Educational posters (produced in 12 languages)
- Compliance education message (sent each time employees start up their computers)

Worksite meetings on the AGP

Members of the Business Conduct Committee have been holding worksite meetings on the AGP at Ajinomoto Co., Inc. to hear directly from employees about issues concerning compliance in the workplace. In fiscal 2018, 44 meetings were held (29 for regular employees, 15 for part-time and temporary employees) for 535 participants.

AGP worksite meeting summaries are shared with organizational heads and with every workplace, as well as posted on the intranet to inform all employees. Any compliance issues raised that warrant company-wide efforts are then discussed by the Business Conduct Committee and incorporated into measures to advance AGP and activities to promote compliance.

Strong Corporate Governance

Performance

GRI205-2
GRI406-1

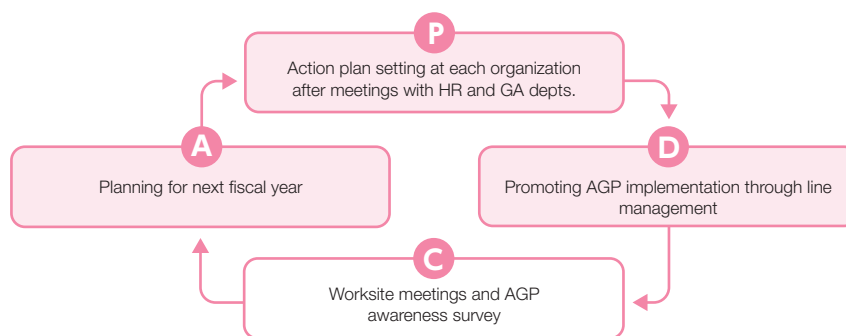
▶ Group Shared Policy on Whistle-blowing

▶ Personnel and Labor-Related Data

AGP awareness survey

Each November, Ajinomoto Co., Inc. and its Group companies in Japan ask all employees to answer an AGP awareness questionnaire to monitor awareness and understanding of the AGP and to get a clear grasp of any compliance issues in each company and at every worksite. In fiscal 2018, 13,367 employees responded, and the results are made available to all employees on the intranet. Companies cooperate closely with relevant worksites to address any noted compliance issues.

Functions of worksite meetings on the AGP and AGP awareness survey

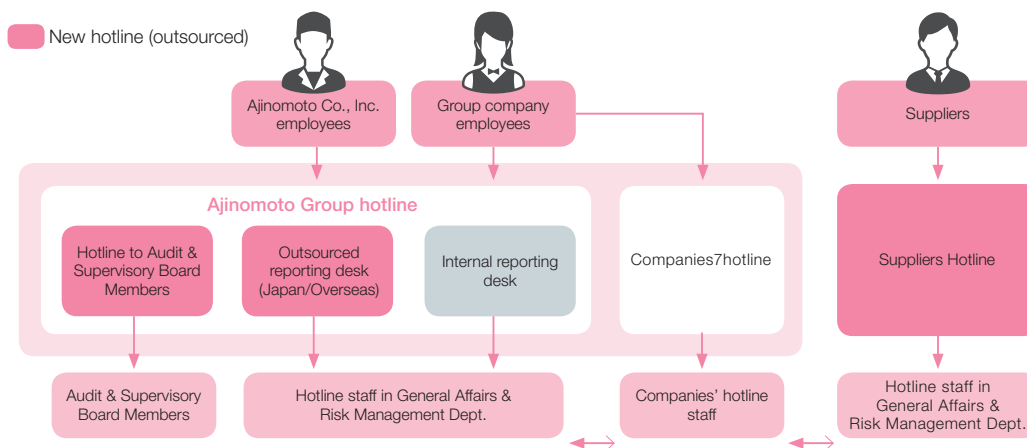


Hotline: Strengthening the Whistleblowing System

The Ajinomoto Group has established the hotline as a whistleblower system that enables executive officers and employees, including part-time and temporary workers, to make reports or seek advice by phone, e-mail, fax, letter, or other means.

Using the guidelines to institute an internal reporting system based on the Whistleblower Protection Act, published by the Consumer Affairs Agency of Japan, the Group developed its services and multiplied reporting channels in fiscal 2018. In addition, the Group formulated the Group Shared Policy on Whistle-blowing to publicly disclose its policies on whistleblowing and standardize its rules and operations.

Whistleblower system development and addition of reporting channels



Number of hotline reports^[1]

	Human rights, harassment	Hiring, working condition	Quality, environment	Irregularity	Social manners, ethics	Proper job performance	Others	Total
Fiscal 2017	28	14	1	2	10	13	3	71
Fiscal 2018	47	21	1	1	6	20	2	98

[1] Multiple issues were reported in some cases.