

# Daiichi Sankyo Group Procurement Policy

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## <Preface>

Daiichi Sankyo Group Companies supporting Daiichi Sankyo Group Procurement Policy are aware of differences in culture and the challenges associated with interpreting and applying this Policy globally. While companies supporting this Policy believe that what is expected is universal, it is understood that the methods for meeting these expectations may be different and must be consistent with the laws, values and cultural expectations of the different societies in the world.

### 1. Purpose

The purpose of group procurement policy is to ensure effective internal control and to improve corporate value.

### 2. Scope

- All purchase of goods & services by Daiichi Sankyo Group employees & contractors
- The policy should be applied in conjunction with authorities concerned.

### 3. Mission

Our mission is to build and increase competitive advantages for Daiichi Sankyo Group by establishing World Class Strategic Procurement.

- Optimal performance in procurement by Daiichi Sankyo Group
- Continuous profit
- Compliance

### 4. Basic Policy

- To ensure a stable supply with optimal quality
- To optimize purchase prices
- To fairly select optimal supplies to ensure mutual gain
- To improve procurement skills
- To comply with the related laws, regulations and internal regulations
- To conduct sustainable procurement

### 5. Procurement Management

The procurement management of Daiichi Sankyo Group shall include the following:

- To develop basic policies and strategies of procurement

- To set a goal for procurement
- To monitor the procurement measures and performance to achieve the goal
- To deal with issues of procurement
- For any purchase greater than or equal to \$100,000 (Hereinafter “the amount criteria”), two (2) or more quotations from suppliers must be obtained prior to selecting a supplier.

However, each Daiichi Sankyo Group company may change the criteria to below the amount criteria according to an economic situation or scale of each company etc. and follow local guidance for exceptions.

## 6. Supplier Diversity

Daiichi Sankyo Group, we recognize the importance of having a diverse supplier base that reflects our patients and customers around the world. We are committed to working with small and diverse suppliers that can support our long-term growth objectives and add value to our businesses by providing innovative solutions to our marketing, manufacturing and R&D efforts.

## 7. Governance

- Appropriate “Segregation of Duties”
- Clear definition of Procurement Processes including a definition of responsibilities and interfaces between functions.
- Consistent, transparent and documented Procurement Process

## 8. Compliance

Daiichi Sankyo Group companies should establish the Policy, Regulations, Guidelines or rules (hereinafter “The procurement rules”) according to this policy. And Daiichi Sankyo Group companies may set the disciplinary action rule when Daiichi Sankyo Group companies’ employees or contractors fail to comply with the procurement rules or other regulations.

## 9. Sustainable Procurement

Daiichi Sankyo Group companies should request suppliers providing goods and services to comply with the [Business Partner Code of Conduct](#). Daiichi Sankyo Group companies may establish supplemental local code of conduct based on the [Business Partner Code of Conduct](#).

10. Standards of Conduct for Procurement Activities

When dealing with potential or existing suppliers, all employees are accountable for adhering to Daiichi Sankyo Group Corporate Conduct Charter and all applicable Policies and procedures. Bribery and corruption are prohibited. Daiichi Sankyo Group is committed to conducting business fairly, honestly, and with integrity.

11. Confidentiality

If confidential or proprietary information is being disclosed to a supplier, an appropriate confidentiality agreement must be executed with the supplier as applicable.