

## Modern Slavery Statement

Reporting Period of 1 January 2024 to 31 December 2024

### 1. About this Statement

This Modern Slavery Statement is made pursuant to section 13 of the *Modern Slavery Act 2018* (Cth) (the **Act**) by Kokuyo Co., Ltd (ARBN 670 526 271) (**Kokuyo**, the **Company**) and relates to the reporting period of 1 January 2024 to 31 December 2024 (**Reporting Period**).

Modern slavery encompasses slavery, servitude, forced labour, human trafficking, forced marriage, child labour, and debt bondage. Kokuyo makes efforts to identify and address the risks of modern slavery within our supply chain, while monitoring key supplier compliance with our ethical standards and preventing these practices from entering our business operations and supply chains. We are dedicated to conducting business ethically, transparently, and with integrity.

This statement underscores our ongoing dedication to transparency and responsible business conduct across all aspects of our work.

### 2. Our Structure, Operations and Supply Chain

#### Structure

Kokuyo is a foreign company incorporated in Japan with its branch office operating in Australia, and it is a listed company in the Tokyo Stock Exchange. The Company registration number in Japan is 1200-01-012282. The headquarters is in Osaka, Japan. The corporate group is collectively referred to as the Kokuyo Group.

Kokuyo wholly owns or controls the following entities (collectively referred to as the “**Group**”) across the world, with their respective locations indicated in brackets:

- KOKUYO Supply Logistics Co., Ltd. (Osaka, Japan)
- KOKUYO Logitem Co., Ltd. (Osaka, Japan)
- KOKUYO Finance Co., Ltd. (Osaka, Japan)
- KOKUYO K Heart Co., Ltd. (Osaka, Japan)
- Heartland Co., Ltd. (Osaka, Japan)
- Kaunet Co., Ltd. (Tokyo, Japan)
- KOKUYO Marketing Co., Ltd. (Tokyo, Japan)
- Wilkhahn Japan Co., Ltd. (Tokyo, Japan)
- Actus Co., Ltd. (Tokyo, Japan)
- CLEARNOTE Inc. (Tokyo, Japan)
- CW Facility Solution Inc. (Tokyo, Japan)

## KOKUYO CO., LTD

- KOKUYO & Partners Co., Ltd. (Tokyo, Japan)
- KOKUYO Product Shiga Co., Ltd. (Shiga, Japan)
- KOKUYO MVP Co., Ltd. (Tottori, Japan)
- IWAMI Paper Industry Co., Ltd. (Shimane, Japan)
- ORIGIN Co., Ltd. (Tokushima, Japan)
- ESTIC Co., Ltd. (Tokushima, Japan)
- KOKUYO Design Consultants (Shanghai) Co., Ltd. (Shanghai, China)
- KOKUYO Commerce (Shanghai) Co., Ltd (Shanghai, China)
- KOKUYO (Shanghai) Management Co., Ltd. (Shanghai, China)
- S&T Logistics (Shanghai) Co., Ltd. (Shanghai, China)
- KOKUYO Furniture (China) Co., Ltd (Shanghai, China)
- Vertex Co.,Ltd (Shanghai, China)
- KOKUYO Hong Kong Ltd.(Hong Kong, China)
- KOKUYO INTERNATIONAL ASIA CO., LTD. (Hong Kong, China)
- Global Known Ltd. (Hong Kong, China)
- Lamex Trading Co. Ltd. (Hong Kong, China)
- Lamex China Investment Ltd. (Hong Kong, China)
- Dongguan Lamex Furniture Co., Ltd. (Dongguan, China)
- KOKUYO CAMLIN Ltd. (Mumbai, India)
- KOKUYO RIDDHI PAPER PRODUCTS Pvt., Ltd. (Mumbai, India)
- KOKUYO International (THAILAND ) Co., Ltd. (Bangkok, Thailand)
- KOKUYO-IK(THAILAND) Co., Ltd. (Samutprakarn, Thailand)
- KOKUYO VIETNAM Trading Co., Ltd. (Hanoi City, Vietnam)
- KOKUYO VIETNAM Co., Ltd. (Hai Phong City, Vietnam)
- KOKUYO International (MALAYSIA) Sdn. Bhd (Kuala Lumpur, Malaysia)
- KOKUYO (MALAYSIA) Sdn.Bhd. (Seremban, Malaysia)
- PT. KOKUYO FURNITURE INDONESIA (Jakarta, Indonesia)
- Lamex(S) Sales Pte Ltd (Pasir Panjang, Singapore)

Associated trading names and brand names of Kokuyo include:

- ACTUS
- Kokuyo & Partners
- Campus
- Kokuyo MVP
- Kokuyo

The Group employs over 6,100 workers in Japan and more than 3,500 workers globally, with 3 workers employed in Australia. Kokuyo's registered office in Australia is located in Barangaroo, New South Wales, while the headquarters office is situated in Higashinari-ku, Osaka, Japan.

### Operations

The Group continues to commit to redefining its role as a “WORK & LIFE STYLE Company”, by fostering a richer lifestyle that extends beyond stationery and furniture. In line with this vision, the Group focuses its efforts on two primary areas: Workstyle and Lifestyle.

The Group strives to foster mutual prosperity with our business partners through collaboration that transcends existing business relationships and company size. By embracing the principles of “empathy and co-creation”, we aim to promote mutual prosperity.

In Australia, our goal continues to be consistent with previous years: to operate across both the lifestyle and workstyle markets, with a particular emphasis on a lifestyle-oriented retail concept. The sale of office furniture, guided by a strategic brand approach, is intended to drive growth in both sectors.

### Supply Chains

Our supply chain consists of various domestic and international sources to ensure stable and efficient operations. The procurement and production of key products are as follows:

- **Notebooks:** Primarily sourced from our own factories and domestic suppliers. The main raw material, paper, is mainly procured from domestic suppliers in Japan.
- **Binders & Files:** Materials used in paper files (e.g. “Flat Files”) are primarily sourced from our own factories. Materials used in PP Files (e.g. “Clear Books”) are sourced from suppliers in China, Thailand, and Japan.
- **Office Chairs:** Mainly produced at partner factories in Japan, with some products manufactured in partner factories in China. Aluminium components are sourced from China, while plastic components are procured from Taiwan.
- **Household Paper Products:** Sourced from partner factories in Japan and China. Pulp is procured from Northern Europe, Canada, and Asia, while recycled raw materials are obtained through domestic collection within the production regions.
- **Office Desks:** Produced mainly at our domestic factory in Mie Prefecture, Japan. The materials and components for office desks are largely procured from Japanese suppliers.
- **Partitions and Lockers:** Manufactured at our domestic factory in Shibayama (Chiba Prefecture), Japan. Notably, key components of lockers — specifically the base that supports the unit’s stability and the internal shelving — are sourced from our overseas facility in Malaysia.



In addition to our key products, we are also engaged in the Business Supplies business (retail business).

### 3. The Risks of Modern Slavery Practices

In our ongoing commitment to ethical business practices and transparency, Kokuyo has examined its operations and supply chains to assess and mitigate potential modern slavery risks. Based on current evaluations, we have identified inherent risks of modern slavery associated with the procurement of primary raw materials, including iron, aluminium, and resin. However, we have taken specific measures to mitigate these risks. These materials are sourced from trusted domestic and international first-tier suppliers, whom undergo assessments to ensure they meet our ethical sourcing standards.

While our efforts have reduced the risk of modern slavery in our core supply chains, we recognise that certain areas of our business still present potential risks that require ongoing attention:

- **Paper and Wood Products:** The Group established its “Basic Policy on Wood Procurement” in 2011, committing to the use of sustainable forest resources as raw materials. In April 2024, we introduced the “Kokuyo Group Paper and Wood Procurement Standards” and will procure only paper and wood that meet these criteria. Given the concerns over illegal logging, forced labour, and child labour in the paper and wood industries, we continuously evaluate these issues and implement corrective measures. We are dedicated to advancing sustainable procurement processes safeguards that ensure the safety and uphold the human rights of all individuals across our supply chain.
- **Subcontracting and Upstream Supply Chain Risks:** Some of our products, particularly those within our stationery, furniture, and building materials segments, rely on third-party suppliers who may, in turn, subcontract parts of their manufacturing processes. This increases the risk of modern slavery practices, in subcontracted operations.
- **Acceptance of Foreign Technical Intern Trainees:** In line with the Technical Intern Training Program, we host foreign technical intern trainees at certain business locations. Recognising the potential risks associated with this program, we are taking proactive steps to mitigate the risk, including conducting regular onsite inspections.

### 4. Assessing and Addressing Potential Risks

Survey conducted across by suppliers:

As in previous years, the Group conducts an annual supplier survey to assess compliance with human rights standards, fair working conditions, and the ethical treatment of workers, including the lawful and timely payment of wages. This survey is an essential component of our ongoing efforts to identify and mitigate risks related to modern slavery within our supply chain, ensuring that our business operations align with our core values.

Procurement Policy & Guidelines:

Kokuyo has implemented a comprehensive procurement policy and guidelines that reflect our commitment to human rights, fair labour practices, and sustainability. We firmly reject forced labour, child labour, discrimination, and harassment, ensuring that we do not collaborate with entities involved in such activities.

The Group is equally dedicated to environmental protection, workplace safety, and the ongoing improvement of our business practices. Through these commitments, Kokuyo strives to uphold ethical procurement and safeguard human rights in all our business relationships, actively working to prevent modern slavery.

Our policy and guidelines can be accessed here:

<https://www.kokuyo.com/sustainability/supply-chain/>

Code of Conduct

The Kokuyo Group Code of Conduct establishes fundamental standards for managers and employees, emphasising compliance with laws, regulations, and ethical principles in all corporate activities. It comprises 11 key components, which are:

- I. Compliance with laws and internal rules, and acting with integrity
- II. Respect for human rights and individual dignity
- III. Preservation of the global environment
- IV. Free competition and fair trading
- V. Provision of safe and reliable goods and services
- VI. Proper handling of company assets and protection of intellectual property
- VII. Proper information management and financial reporting
- VIII. Prohibition of acts involving conflicts of interest
- IX. Prohibition of insider trading
- X. Proper management of entertainment and gifts
- XI. Handling of unreasonable external demands

Recruitment Process

We verify candidates' ages during recruitment and ensure compliance with legal working age requirements. Recruitment is based on voluntary consent, and labour conditions, including wages, are provided in writing.

#### Whistleblowing System

The Group has established the "Kokuyo Group Hotline" as a point of contact for issues related to compliance and corporate ethics that are difficult to address within the workplace. This service is available not only to employees in Japan but also to those at overseas locations.

Furthermore, the Group has a system that allows employees of suppliers in Japan to notify the whistleblower of any act or conduct by Kokuyo, including unethical behaviours and violations of the Kokuyo Group Code of Conduct, as well as any actions that may potentially lead to such violations.

### **5. Measuring Effectiveness of Actions Taken**

We employ various methods to assess the effectiveness of our initiatives in ensuring corporate accountability and ethical business practices. These include governance oversight, supplier survey analysis, and whistleblowing system evaluations.

#### Corporate Governance

Under our present system of corporate governance (company with three designated committees), corporate governance is maintained by the Board of Directors and by three designated committees: the Nominating Committee, Compensation Committee, and Audit Committee. On each of these governance bodies, the majority of members are independent directors. We recognise that we can only command trust among our stakeholders with a robust system of oversight, clearly delineated roles and responsibilities among the layers of management, efficient business operations, and transparent and impartial processes.

#### Survey Statistics

Survey responses from our suppliers are aggregated and presented as statistics, some of which are publicly available on our website. These statistics highlight how suppliers have responded and scored in key categories, including their adherence to human rights standards.

#### Ongoing and Future Efforts



Going forward, the Group anticipates the implementation of human rights due diligence processes in due course and the adoption of the PDCA (Plan-Do-Check-Act) cycle to continuously evaluate and improve our efforts in combating modern slavery, though these initiatives are still under consideration.

As we continue to evaluate our strategies, we remain committed to developing a more structured approach to assessing and enhancing our efforts to prevent modern slavery in our supply chain.

## 6. Process of Consultation

Kokuyo maintains ongoing communication with the companies we own or control to ensure alignment with our human rights and modern slavery commitments. This includes regular engagement through supplier surveys, where we assess and discuss human rights issues, including risks related to modern slavery.

### ***Statement Endorsement***

This statement was approved by the Board of Directors for Kokuyo Co., Ltd (ARBN 670 526 271) on 30 May 2025.

Signature: 

Name: Hidekuni Kuroda

Position: Director,  
Representative Corporate Officer,  
President and CEO

Kokuyo Co., Ltd