**[Confirmation of Supplier’s Respect for Human Rights]**

We would like to request the signature of a person in charge at your company (person in charge of the department or division) to confirm your understanding of the content stated in “\*\*\* (the relevant document)” and your agreement with our approach to human rights. By affixing your signature to this confirmation form, we confirm that you agree to promote “\*\*\* (the relevant document)” with respect to all products and services delivered to our company.

Date: ( ) YY ( ) MM ( ) DD

Address:

Responsible department:

Person in charge:

(Signature, or affix name and seal impression)

TEL:

E-mail address:

[About the handling of personal information]

I agree that the personal information provided in this response will be used for inquiries regarding transactions with [Company Name]. (Consent is to be confirmed by affixing your signature or your name and seal impression in the personal information column above).

We promise to treat the personal information we receive with the utmost care and to use it within the scope of its purpose of use.

Manager of personal information of suppliers: [Company name] [Department name]

Please submit this document to the contact in our company who requested that it be filled in.

If you do not agree with any of the content in this document, please notify us of the details below.

\*The “relevant document” means the CSR procurement guidelines/supply chain guidelines, etc. that include CSR provisions related to human rights prepared by each organization.

We recommend organizations that have not yet developed guidelines to do so by referring to **the Japan Federation of Bar Associations’ “Guidance for Human Rights Due Diligence” (Introducing CSR Clauses in Supplier Contracts, pages 54–61**), etc.

In addition, please also refer to **1-3. (4) Reference 12 Examples of items to be stated in procurement guidelines (page 13)** stated in this Manual.

Each organization should use this consent form and the JFBA sample as a base for discussions between the relevant departments within the ordering company, and between the ordering company and suppliers, to determine which provisions should be included to reflect the actual procurement practices of the company and make the necessary additions and amendments.