

# Sojitz Corporation Annual Report 2010

## G3 GRI Content Index

G3 Disclosure	Description	Reference page
<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.	P.8-9 (To Our Stakeholders) P.10-16 (An Interview with President & CEO Yutaka Kase)
1.2	Description of key impacts, risks, and opportunities.	P.8-9 (To Our Stakeholders) P.10-16 (An Interview with President & CEO Yutaka Kase) P.18-23 (Feature Story: Accelerating Overseas Business Development) P.25-43 (Review of Business Operations) P.91-95 (Management's Discussion and Analysis of Operations)
<b>2 Organizational Profile</b>		
2.1	Name of the organization.	P.125 (Corporate Data)
2.2	Primary brands, products, and/or services.	P.26-43 (Review of Business Operations) <i>Securities Report</i> P.5-6
2.3	Operational structure of the organization, including main divisions, operating companies, subsidiaries, and joint ventures.	P.68 (Organization) P.69 (Organization Chart) P.70-72 (Principal Operating Bases) P.73-78 (Main Subsidiaries and Affiliates) <i>Securities Report</i> P.7-9
2.4	Location of organization's headquarters.	P.125 (Corporate Data)
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.	P.68 (Organization) P.70-72 (Principal Operating Bases) P.73-78 (Main Subsidiaries and Affiliates) P.122 (Notes to Consolidated Financial Statements) <i>Securities Report</i> P.34-36
2.6	Nature of ownership and legal form.	P.125 (Corporate Data)
2.7	Markets served (including geographic breakdown, sectors served, and types of customers/beneficiaries).	P.26-43 (Review of Business Operations) P.83-86 (Management's Discussion and Analysis of Operations) P.122 (Notes to Consolidated Financial Statements) <i>Securities Report</i> P.5-6
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.	P.6-7 (Financial Highlights) P.81 (Financial Summary) P.125 (Corporate Data) <i>Securities Report</i> P.2, P.10
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.	
<b>3 Report Parameters</b>		
<b>Report Profile</b>		
3.1	Reporting period (e.g., fiscal/calendar year) for information provided.	P.56 (The Sojitz Group's Corporate Social Responsibility)
3.2	Date of most recent previous report (if any).	Website (CSR: CSR Reports)
3.3	Reporting cycle (annual, biennial, etc.)	Website (CSR: CSR Reports)
3.4	Contact point for questions regarding the report or its contents.	Website (CSR: CSR Reports)
<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.	P.1 (Corporate profile) P.8-9 (To Our Stakeholders) P.15-16 (An Interview with President & CEO Yutaka Kase) P.45 (A Message from the Chairman) P.56 (The Sojitz Group's Corporate Social Responsibility) P.59 (CSR Priority Themes)
3.6	Boundary of the report (e.g., countries, divisions, subsidiaries, leased facilities, joint ventures, suppliers).	P.56 (The Sojitz Group's Corporate Social Responsibility)
3.7	State any specific limitations on the scope or boundary of the report.	Website (CSR: Environment)
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.	

# Sojitz Corporation Annual Report 2010

## G3 GRI Content Index

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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.	Website (CSR: Environment)
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.	This table
<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.	P.45 (A Message from the Chairman) P.46-51 (Corporate Governance) <i>Securities Report</i> P.51-61, P63
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).	P.5 (Directors and Corporate Auditors) P.45 (A Message from the Chairman) P.46-47 (Corporate Governance)
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.	P.46-49 (Corporate Governance)
4.4	Mechanisms for shareholders and employees to provide recommendations or direction to the highest governance body.	P.46-49 (Corporate Governance) P.63 (CSR Priority Themes)
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).	P.48-49 (Corporate Governance)
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.	P.46-49 (Corporate Governance) <i>Securities Report</i> P.54 <i>Corporate Governance Report</i>
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.	P.1 (Corporate Profile) P.8-9 (To Our Stakeholders) P.10-16 (An Interview with President & CEO Yutaka Kase) P.45 (A Message from the Chairman) P.57-58 (Making the Sojitz Group Statement a Reality)
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.	P.15-16 (An Interview with President & CEO Yutaka Kase) P.45 (A Message from the Chairman) P.57-58 (Making the Sojitz Group Statement a Reality)
4.10	Processes for evaluating the highest governance body's own performance, particularly with respect to economic, environmental, and social performance.	P.46-51 (Corporate Governance) <i>Securities Report</i> P.51-61, P63 <i>Corporate Governance Report</i>
<b>Commitments to External Initiatives</b>		
4.11	Explanation of whether and how the precautionary approach or principle is addressed by the organization.	P.10-16 (An Interview with President & CEO Yutaka Kase) P.45 (A Message from the Chairman) P.50 (Corporate Governance) P.52-53 (Portfolio Management and Risk Management) P.54-55 (Compliance) P.57-58 (Making the Sojitz Group Statement a Reality) P.59 (CSR Priority Themes) P.64-65 (Environmental Initiatives)
4.12	Externally developed economic, environmental, and social charters, principles, or other initiatives to which the organization subscribes or endorses.	P.15-16 (An Interview with President & CEO Yutaka Kase) P.58 (Making the Sojitz Group Statement a Reality)

# Sojitz Corporation Annual Report 2010

## G3 GRI Content Index

G3 Disclosure		Description	Reference page
4.13		Memberships in associations (such as industry associations) and/or national/international advocacy organizations in which the organization: <ul style="list-style-type: none"> <li>· Has positions in governance bodies;</li> <li>· Participates in projects or committees;</li> <li>· Provides substantive funding beyond routine membership dues; or</li> <li>· Views membership as strategic.</li> </ul>	P.16 (An Interview with President & CEO Yutaka Kase) P.58 (Making the Sojitz Group Statement a Reality)
<b>Stakeholder Engagement</b>			
4.14		List of stakeholder groups engaged by the organization.	P.56 (The Sojitz Group's Corporate Social Responsibility)
4.15		Basis for identification and selection of stakeholders with whom to engage.	P.56 (The Sojitz Group's Corporate Social Responsibility)
4.16		Approaches to stakeholder engagement, including frequency of engagement by type and by stakeholder group.	P.62-63 (CSR Priority Themes) P.66-67 (Social Contribution Activities) Website (CSR: CSR Reports)
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.	P.58 (Making the Sojitz Group Statement a Reality) P.62-63 (CSR Priority Themes) Website (CSR: CSR Reports)
<b>5 Management Approach and Performance Indicators</b>			
<b>Economic</b>			
		Disclosure on Management Approach	P.8-9 (To Our Stakeholders) P.10-16 (An Interview with President & CEO Yutaka Kase) P.25 (A Message from Executive Vice President Kazunori Teraoka) P.80 (A Message from Executive Vice President Yoji Sato) P.95-97 (Management's Discussion and Analysis of Operations)
<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.	P.6-7 (Financial Highlights) P.66-67 (Social Contribution Activities) P.81 (Financial Summary) P.100 (Consolidated Statements of Income) P.111, P.122 (Notes to Consolidated Financial Statements) <i>Securities Report</i> P.2, P.45, P.86-87
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.	<i>Securities Report</i> P.108
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.	P.59 (CSR Priority Themes)
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.	P.18-23 (Feature Story: Accelerating Overseas Business Development) P.60-61 (CSR Priority Themes)
EC9	ADD	Understanding and describing significant indirect economic impacts, including the extent of impacts.	
<b>Environmental</b>			
		Disclosure on Management Approach	P.15-16 (An Interview with President & CEO Yutaka Kase) P.60-61 (CSR Priority Themes) P.64-65 (Environmental Initiatives) Website (CSR: Environment)
<b>Aspect: Materials</b>			
EN1	CORE	Materials used by weight or volume.	
EN2	CORE	Percentage of materials used that are recycled input materials.	
<b>Aspect: Energy</b>			
EN3	CORE	Direct energy consumption by primary energy source.	
EN4	CORE	Indirect energy consumption by primary source.	

# Sojitz Corporation Annual Report 2010

## G3 GRI Content Index

G3 Disclosure		Description	Reference page
EN5	ADD	Energy saved due to conservation and efficiency improvements.	
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.	P.14 (An Interview with President & CEO Yutaka Kase) P.20 (Feature Story: Accelerating Overseas Business Development) P.28-43 (Review of Business Operations) P.60-61 (CSR Priority Themes) Website (CSR: Environment)
EN7	ADD	Initiatives to reduce indirect energy consumption and reductions achieved.	Website (CSR: Environment)
<b>Aspect: Water</b>			
EN8	CORE	Total water withdrawal by source.	
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.	
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.	
EN13	ADD	Habitats protected or restored.	
EN14	ADD	Strategies, current actions, and future plans for managing impacts on biodiversity.	
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.	Website (CSR: Environment)
EN17	CORE	Other relevant indirect greenhouse gas emissions by weight.	
EN18	ADD	Initiatives to reduce greenhouse gas emissions and reductions achieved.	Website (CSR: Environment)
EN19	CORE	Emissions of ozone-depleting substances by weight.	
EN20	CORE	NO, SO, and other significant air emissions by type and weight.	
EN21	CORE	Total water discharge by quality and destination.	
EN22	CORE	Total weight of waste by type and disposal method.	Website (CSR: Environment)
EN23	CORE	Total number and volume of significant spills.	
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.	
<b>Aspect: Products and Services</b>			
EN26	CORE	Initiatives to mitigate environmental impacts of products and services, and extent of impact mitigation.	P.14 (An Interview with President & CEO Yutaka Kase) P.20 (Feature Story: Accelerating Overseas Business Development) P.28-43 (Review of Business Operations) P.60-61 (CSR Priority Themes) Website (CSR: Environment)
EN27	CORE	Percentage of products sold and their packaging materials that are reclaimed by category.	
<b>Aspect: Compliance</b>			
EN28	CORE	Monetary value of significant fines and total number of non-monetary sanctions for noncompliance with environmental laws and regulations.	
<b>Aspect: Transport</b>			
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.	
<b>Aspect: Overall</b>			
EN30	ADD	Total environmental protection expenditures and investments by type.	

# Sojitz Corporation Annual Report 2010

## G3 GRI Content Index

G3 Disclosure		Description	Reference page
<b>Labor Practices and Decent Work</b>			
		Disclosure on Management Approach	P.56 (The Sojitz Group's Corporate Social Responsibility) P.62-63 (CSR Priority Themes)
<b>Aspect: Employment</b>			
LA1	CORE	Total workforce by employment type, employment contract, and region.	<i>Securities Report</i> P.10
LA2	CORE	Total number and rate of employee turnover by age group, gender, and region.	
LA3	ADD	Benefits provided to full-time employees that are not provided to temporary or part-time employees, by major operations.	P.62-63 (CSR Priority Themes) Website (CSR: Employee)
<b>Aspect: Labor/Management Relations</b>			
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.	
<b>Aspect: Occupational Health and Safety</b>			
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 work-related fatalities by region.	
LA8	CORE	Education, training, counseling, prevention, and risk-control programs in place to assist workforce members, their families, or community members regarding serious diseases.	P.62-63 (CSR Priority Themes) Website (CSR: Employee)
LA9	ADD	Health and safety topics covered in formal agreements with trade unions.	
<b>Aspect: Training and Education</b>			
LA10	CORE	Average hours of training per year per employee by employee category.	P.62 (CSR Priority Themes)
LA11	ADD	Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings.	P.62-63 (CSR Priority Themes) Website (CSR: Employee)
LA12	ADD	Percentage of employees receiving regular performance and career development reviews.	
<b>Aspect: Diversity and Equal Opportunity</b>			
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.	
LA14	CORE	Ratio of basic salary of men to women by employee category.	<i>Securities Report</i> P.10
<b>Human Rights</b>			
		Disclosure on Management Approach	P.57-58 (Making the Sojitz Group Statement a Reality) P.62-63 (CSR Priority Themes)
<b>Aspect: Investment and Procurement Practices</b>			
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.	
<b>Aspect: Non-Discrimination</b>			
HR4	CORE	Total number of incidents of discrimination and actions taken.	
<b>Aspect: Freedom of Association and Collective Bargaining</b>			
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.	
<b>Aspect: Child Labor</b>			
HR6	CORE	Operations identified as having significant risk for incidents of child labor, and measures taken to contribute to the elimination of child labor.	
<b>Aspect: Forced and Compulsory Labor</b>			
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.	
<b>Aspect: Security Practices</b>			
HR8	ADD	Percentage of security personnel trained in the organization's policies or procedures concerning aspects of human rights that are relevant to operations.	
<b>Aspect: Indigenous Rights</b>			
HR9	ADD	Total number of incidents of violations involving rights of indigenous people and actions taken.	

# Sojitz Corporation Annual Report 2010

## G3 GRI Content Index

G3 Disclosure		Description	Reference page
<b>Society</b>			
		Disclosure on Management Approach	P.15-16 (An Interview with President & CEO Yutaka Kase) P.54-55 (Compliance) P.56 (The Sojitz Group 's Corporate Social Responsibility) P.57 (Making the Sojitz Group Statement a Reality)
<b>Aspect: Community</b>			
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.	
<b>Aspect: Corruption</b>			
SO2	CORE	Percentage and total number of business units analyzed for risks related to corruption.	P.55 (Compliance)
SO3	CORE	Percentage of employees trained in organization 's anti-corruption policies and procedures.	P.54-55 (Compliance)
SO4	CORE	Actions taken in response to incidents of corruption.	
<b>Aspect: Public Policy</b>			
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>			
		Disclosure on Management Approach	Website (Corporate Information : Compliance)
<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.	
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.	
<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.	
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.	
<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.	
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 noncompliance with laws and regulations concerning the provision and use of products and services.	