

GRI Content Index

The CSR Data Book 2018 and Metals Company Supplementary Data Book 2018 have been prepared in accordance with the GRI Standards: Core option.

General Disclosures *...Disclosures required for the Core option					
Disclosure		Content	CSR Data Book	Metals Company Supplementary Data Book	External Assurance
1. Organizational profile					
102-1 *	Name of the organization	The Mitsubishi Materials Group at a Glance	P87		
102-2 *	Activities, brands, products, and services	Businesses and Value Chains	P5-6		
102-3 *	Location of headquarters	The Mitsubishi Materials Group at a Glance	P87		
102-4 *	Location of operations	The Mitsubishi Materials Group at a Glance / Operations of the Metals Company and affiliated smelter companies	P87	P2	
102-5 *	Ownership and legal form	The Mitsubishi Materials Group at a Glance	P87		
102-6 *	Markets served	Businesses and Value Chains	P5-6		
		The Mitsubishi Materials Group at a Glance	P87		
102-7 *	Scale of the organization	The Mitsubishi Materials Group at a Glance	P87		
102-8 *	Information on employees and other workers	Employment Statistics / Human Resources of the Metals Company	P47	P10	○
		The Mitsubishi Materials Group at a Glance	P87		
102-9 *	Supply chain	Businesses and Value Chains	P5-6		
102-10 *	Significant changes to the organization and its supply chain	Editorial Policy (Key Changes to Organizations Subject to Reporting)	P3		
102-11 *	Precautionary Principle or approach	Environmental Management	P22-24		
		Creating a Safe and Healthy Workplace Environment	P48-54		
		Product Quality and Safety	P59-63		
102-12 *	External initiatives	Mitsubishi Materials Group's Business Activities and the SDGs	P8-10		
		Getting Involved in Society and the Community (Activities via the International Council on Mining and Metals (ICMM)) / As an ICMM Member	P71	P4	
102-13 *	Membership of associations	Getting Involved in Society and the Community (Activities via the International Council on Mining and Metals (ICMM)) / As an ICMM Member	P71	P4	
2. Strategy					
102-14 *	Statement from senior decision-maker	President Message	P7		
102-15	Key impacts, risks, and opportunities	Initiatives on Material Issues	P13-14		
3. Ethics and integrity					
102-16 *	Values, principles, standards, and norms of behavior	Corporate Philosophy	P1		
		CSR Direction	P11		
102-17	Mechanisms for advice and concerns about ethics	In-House Reporting System	P82		
4. Governance					
102-18 *	Governance structure	Corporate Governance	P72-80		
102-19	Delegating authority	CSR Promotion Framework	P12		
102-20	Executive-level responsibility for economic, environmental, and social topics	CSR Promotion Framework	P12		
102-21	Consulting stakeholders on economic, environmental, and social topics	Identifying and Reviewing Material Issues	P13		
102-22	Composition of the highest governance body and its committees	Corporate Governance	P72-76		
102-23	Chair of the highest governance body	Since 2002, we have abolished the concurrent post of director and executive officer			
102-24	Nominating and selecting the highest governance body	There is no written process to determine the appropriateness and expertise of members of the Board of Directors			
102-25	Conflicts of interest	Based on laws and the rules of the Board of Directors, a prior approval by the Board of Directors is required for transactions with conflicting interests between directors and the company.			
102-26	Role of highest governance body in setting purpose, values, and strategy				
102-27	Collective knowledge of highest governance body				
102-28	Evaluating the highest governance body's performance				
102-29	Identifying and managing economic, environmental, and social impacts	CSR Promotion Framework	P12		
102-30	Effectiveness of risk management processes	CSR Promotion Framework	P12		
102-31	Review of economic, environmental, and social topics	CSR Promotion Framework	P12		
		Identifying and Reviewing Material Issues	P13		
102-32	Highest governance body's role in sustainability reporting	The Process of Compiling	P4		
		CSR Promotion Framework	P12		
102-33	Communicating critical concerns	CSR Promotion Framework	P12		
102-34	Nature and total number of critical concerns	Quality Issues Occurred in Our Group	P59-61		
102-35	Remuneration policies	Policy Regarding the Determination of Remuneration	P74		
102-36	Process for determining remuneration	Policy Regarding the Determination of Remuneration	P74		
102-37	Stakeholders' involvement in remuneration				
102-38	Annual total compensation ratio				
102-39	Percentage increase in annual total compensation ratio				

※Detailed information on governance is compiled in the corporate governance report.

5. Stakeholder engagement					
102-40 *	List of stakeholder groups	Basic approach to building relationships with our stakeholders and key means of communication	P64		
102-41 *	Collective bargaining agreements	Labor Union and Management Partnership	P47		
102-42 *	Identifying and selecting stakeholders	Basic approach to building relationships with our stakeholders and key means of communication	P64		
102-43 *	Approach to stakeholder engagement	The Process of Compiling	P4		
		Mitsubishi Materials Group's Approach to CSR	P11-12		
		Basic approach to building relationships with our stakeholders and key means of communication	P64		
102-44 *	Key topics and concerns raised	Response to Issues Highlighted by Stakeholders	P12		
6. Reporting practice					
102-45 *	Entities included in the consolidated financial statements	Editorial Policy (Boundary)	P3	P2	
102-46 *	Defining report content and topic Boundaries	The Process of Compiling	P4		
		Identifying and Reviewing Material Issues	P13		
102-47 *	List of material topics	Mitsubishi Materials' Seven Material Issues / The Metals Company's Business Characteristics and Material Issues	P14	P3	
		GRI Content Index	This table		
102-48 *	Restatements of information	Emissions into the Air and Bodies of Water	P26		○
		Chemicals Released or Transferred	P26		○
		Volume of Industrial Waste	P26		○
102-49 *	Changes in reporting				Not applicable
102-50 *	Reporting period	Editorial Policy (Period)	P3	P2	
102-51 *	Date of most recent report	Editorial Policy (Date of publication)	P3	P2	
102-52 *	Reporting cycle	Editorial Policy (Date of publication)	P3	P2	
102-53 *	Contact point for questions regarding the report	For further information	Back Cover	P2	
102-54 *	Claims of reporting in accordance with the GRI Standards	Editorial Policy	P3		
102-55 *	GRI content index	GRI Content Index	This table		
102-56 *	External assurance	Independent Assurance Report	P86		

Management Approach (Overall)					
Disclosure		Content	CSR Data Book	Metals Company Supplementary Data Book	External Assurance
103-1	Explanation of the material topic and its Boundary	Mitsubishi Materials' Seven Material Issues / The Metals Company's Business Characteristics and Material Issues	P14	P3	
103-2	The management approach and its components	Mitsubishi Materials Group's Business Activities and the SDGs	P8-10		
		Incorporating Social Expectations into Management Practices	P11		
		CSR Promotion Framework	P12		
		Basic approach to building relationships with our stakeholders and key means of communication	P64		
103-3	Evaluation of the management approach	CSR Promotion Framework	P12		
		Independent Assurance Report	P86		

Economic Performance					
Disclosure		Content	CSR Data Book	Metals Company Supplementary Data Book	External Assurance
Management Approach					
103-1	Explanation of the material topic and its Boundary	Mitsubishi Materials' Seven Material Issues / The Metals Company's Business Characteristics and Material Issues	P14	P3	
103-2	The management approach and its components	CSR Promotion Framework	P12		
		Basic approach to building relationships with our stakeholders and key means of communication	P64		
		Internal Control	P76		
		Effectively Implementing Compliance	P81-82		
103-3	Evaluation of the management approach	CSR Promotion Framework	P12		
Disclosure ◆...Material aspects					
Economic Performance ◆					
201-1	Direct economic value generated and distributed	Distribution of Economic Value to Stakeholders	P65		
201-2	Financial implications and other risks and opportunities due to climate change	Global Warming Prevention Policy and Framework	P27		
201-3	Defined benefit plan obligations and other retirement plans	Pension Contributions	P65		
201-4	Financial assistance received from government	Financial Assistance from the Government	P65		
Market Presence					
202-1	Ratios of standard entry level wage by gender compared to local minimum wage				
202-2	Proportion of senior management hired from the local community	Overseas Human Resources Development		P10	
Indirect Economic Impacts					
203-1	Infrastructure investments and services supported	Social Contribution Activities	P69-70		
		Sustainable Management and Operation of Company-Owned Forests	P37-38		
		The Extensive Value and Potential of Company-Owned Forests	P38-40		
		Conservation of Biodiversity		P9	
203-2	Significant indirect economic impacts	Social and Environmental Considerations in Overseas Mines		P13	
		Contributing to Local Communities as part of our Overseas Operations	P65		

Procurement Practices					
204-1	Proportion of spending on local suppliers				
Anti-corruption					
205-1	Operations assessed for risks related to corruption				
205-2	Communication and training about anti-corruption policies and procedures	Overseas CSR Education	P81		
205-3	Confirmed incidents of corruption and actions taken				
Anti-competitive Behavior					
206-1	Legal actions for anti-competitive behavior, anti-trust, and monopoly practices				

Environment

Disclosure	Content	CSR Data Book	Metals Company Supplementary Data Book	External Assurance
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Management Approach

103-1	Explanation of the material topic and its Boundary	Mitsubishi Materials' Seven Material Issues / The Metals Company's Business Characteristics and Material Issues	P14	P3	
		Environment Policy	P22		
103-2	The management approach and its components	Environmental Management	P22-24	P6-7	
		Global Warming Prevention Policy and Framework	P27		
		Comprehensive Initiatives Aimed at Preventing Global Warming and Establishing a Recycling-Oriented Society	P27		
		Sustainable Management and Operation of Company-Owned Forests	P37-38		
		Policies for maintaining and improving biodiversity	P40		
103-3	Evaluation of the management approach	Basic Policy on R&D	P41		
		Environmental Management	P22-24	P6-7	
		Global Warming Prevention Policy and Framework	P27		

Disclosure ◆◆◆Material aspects

Materials ◆

301-1	Materials used by weight or volume	Raw Material Input	P25	P7	○
301-2	Materials used by weight or volume	Recycling in Individual Businesses	P18-19		
		Smelting and Cement Recycling System	P20		
301-3	Reclaimed products and their packaging materials	Raw Material Input (Percentage of recycled raw materials used)	P25	P7	
		Recycling Aluminum Beverage Cans	P19		

Energy ◆

302-1	Energy consumption within the organization	Total Energy Input	P25	P8	○
302-2	Energy consumption outside of the organization	Energy Saving from Logistics Operations		P8-9	
302-3	Energy intensity	Targets for 2020 and results/progress in FY2018	P27		
		Changes in energy consumption per unit	P28		
		Logistic Initiatives	P29		
302-4	Reduction of energy consumption	Developing Environmental Technologies and Products / Energy Saving Results of the FY 2017	P42	P8	
302-5	Reductions in energy requirements of products and services				

Water

303-1	Water withdrawal by source	Water Use	P25	P6	○
303-2	Water sources significantly affected by withdrawal of water				
303-3	Water recycled and reused				

Biodiversity ◆

304-1	Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas	Preserving Biodiversity	P35-36		
		Sustainable Management and Operation of Company-Owned Forests	P37-38		
		The Extensive Value and Potential of Company-Owned Forests	P38-40		
304-2	Significant impacts of activities, products, and services on biodiversity	Preserving Biodiversity	P35-36		
		The Extensive Value and Potential of Company-Owned Forests	P38-40		
304-3	Habitats protected or restored	Preserving Biodiversity	P35-36		
		The Extensive Value and Potential of Company-Owned Forests	P38-40		
304-4	IUCN Red List species and national conservation list species with habitats in areas affected by operations	The Extensive Value and Potential of Company-Owned Forests (Confirmed rare species)	P40		
G4-MM1	Amount of land (owned or leased, and managed for production activities or extractive use) disturbed or rehabilitated	This item does not apply because there is no mine where we have management rights			
G4-MM2	The number and percentage of total sites identified as requiring biodiversity management plans according to stated criteria, and the number (percentage) of those sites with plans in place	Preserving Biodiversity	P35-36		
		Sustainable Management and Operation of Company-Owned Forests	P37-40		
		Conservation of Biodiversity		P9	

Emissions ◆

305-1	Direct (Scope 1) GHG emissions	Greenhouse Gas Emissions	P26		○
		CO ₂ derived from energy sources	P28		○
		Total greenhouse gas emissions	P28		○
		Breakdown of total emissions for Fiscal 2018	P28	P9	○
305-2	Energy indirect (Scope 2) GHG emissions	Greenhouse Gas Emissions	P26		○
		CO ₂ derived from energy sources	P28		○
		Total greenhouse gas emissions	P28		○
		Breakdown of total emissions for Fiscal 2018	P28	P9	○
305-3	Other indirect (Scope 3) GHG emissions	CO ₂ emissions according to mode of transport / Greenhouse gas emissions from our logistics	P29	P9	

305-4	GHG emissions intensity	Targets for 2020 and results/progress in FY2018	P27		
		Changes in greenhouse gas emissions per unit	P28		
305-5	Reduction of GHG emissions	Reduction in Environmental Impact due to Recycling Home Appliances	P21		
		Comprehensive Initiatives Aimed at Preventing Global Warming and Establishing a Recycling-Oriented Society	P27		
		Reduction in CO ₂ emissions using renewable energy	P31		
		Contributing to a low-carbon society –CO ₂ fixation–	P39		
305-6	Emissions of ozone-depleting substances (ODS)				
305-7	Nitrogen oxides (NOx), sulfur oxides (SOx), and other significant air emissions	Emissions into the Air and Bodies of Water / Emission into the Air	P26	P6	○
		Chemicals Released or Transferred	P26	P7	○

Effluents and Waste ◆

306-1	Water discharge by quality and destination	Water Discharged	P26	P6	○
306-2	Waste by type and disposal method	Volume of Industrial Waste	P26	P7-8	○
306-3	Significant spills	There were no events to report as serious leaks			
306-4	Transport of hazardous waste				
306-5	Water bodies affected by water discharges and/or runoff				
G4-MM3	Total amounts of overburden, rock, tailings, and sludges and their associated risks	This item does not apply because there is no mine where we have management rights			

Environmental Compliance ◆

307-1	Non-compliance with environmental laws and regulations	Environmental Preservation	P23	P6	
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Supplier Environmental Assessment

308-1	New suppliers that were screened using environmental criteria	Responsible Procurement of Raw Materials / Investment and Procurement Standards	P55-58	P12-13	
308-2	Negative environmental impacts in the supply chain and actions taken				

Social

Disclosure	Content	CSR Data Book	Metals Company Supplementary Data Book	External Assurance
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Management Approach

103-1	Explanation of the material topic and its Boundary	Mitsubishi Materials' Seven Material Issues / The Metals Company's Business Characteristics and Material Issues	P14	P3	
103-2	The management approach and its components	Development and Empowering of Diverse Human Resources	P43-47		
		Creating a Safe and Healthy Workplace Environment	P48-54		
		Responsible Procurement of Raw Materials / Investment and Procurement Standards	P55-58	P12-13	
		Product Quality and Safety	P59-63		
		Interaction with Stakeholders	P64-65		
		Dialogue with Shareholders and Investors	P66		
		Dialogue with Customers	P67		
103-3	Evaluation of the management approach	Getting Involved in Society and the Community	P69-70		
		Development and Empowering of Diverse Human Resources	P43-47		
		Creating a Safe and Healthy Workplace Environment	P48-54		
		Product Quality and Safety	P59-63		

Disclosure ◆···Material aspects

Employment ◆

401-1	New employee hires and employee turnover	Employment Statistics / Human Resources of the Metals Company	P47	P10	○
401-2	Benefits provided to full-time employees that are not provided to temporary or part-time employees				
401-3	Parental leave	Use of Support Schemes (FY2018)	P45		○

Labor/Management Relations

402-1	Minimum notice periods regarding operational changes	Labor Union and Management Partnership	P47		
G4-MM4	Number of strikes and lock-outs exceeding one week's duration, by country	Labor Union and Management Partnership / Overseas Human Resource Development	P47	P10	

Occupational Health and Safety ◆

403-1	Workers representation in formal joint management-worker health and safety committees	Framework	P49		
403-2	Types of injury and rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities	Safety Record	P54	P11	○
403-3	Workers with high incidence or high risk of diseases related to their occupation				
403-4	Health and safety topics covered in formal agreements with trade unions	Management Priorities	P49-50		

Training and Education ◆

404-1	Average hours of training per year per employee	Employment Statistics (Employee training)	P47		○
404-2	Programs for upgrading employee skills and transition assistance programs	Human Resource Development	P43-44		
		Activities for Diversity and Inclusion	P44-46		
404-3	Percentage of employees receiving regular performance and career development reviews				

Diversity and Equal Opportunity ◆

405-1	Diversity of governance bodies and employees	Employment Statistics / Human Resources of the Metals Company	P47	P10	○
		Main performance data	P76		
405-2	Ratio of basic salary and remuneration of women to men				

Non-discrimination

406-1	Incidents of discrimination and corrective actions taken	Preventing Harassment	P46		
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Freedom of Association and Collective Bargaining					
407-1	Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk				
Child Labor ♦					
408-1	Operations and suppliers at significant risk for incidents of child labor	Responsible Procurement of Raw Materials / Investment and Procurement Standards	P55-58	P12-13	
Forced or Compulsory Labor ♦					
409-1	Operations and suppliers at significant risk for incidents of forced or compulsory labor	Responsible Procurement of Raw Materials / Investment and Procurement Standards	P55-58	P12-13	
Security Practices					
410-1	Security personnel trained in human rights policies or procedures				
Rights of Indigenous Peoples					
411-1	Incidents of violations involving rights of indigenous peoples				
G4-MM5	Total number of operations taking place in or adjacent to indigenous peoples' territories, and number and percentage of operations or sites where there are formal agreements with indigenous peoples' communities	This item does not apply because there is no mine where we have management rights			
Human Rights Assessment ♦					
412-1	Operations that have been subject to human rights reviews or impact assessments	Responsible Procurement of Raw Materials / Investment and Procurement Standards	P55-58	P12-13	
412-2	Employee training on human rights policies or procedures				
412-3	Significant investment agreements and contracts that include human rights clauses or that underwent human rights screening	Copper Product Raw Material Procurement Initiatives	P56-57		
Local Communities ♦					
413-1	Operations with local community engagement, impact assessments, and development programs	Preserving Biodiversity	P35-36		
		Environmental Impact Assessment for Zafranal Project (Peru)	P57		
		Social and Environmental Considerations in Overseas Mines		P13	
413-2	Operations with significant actual and potential negative impacts on local communities				
G4-MM6	Number and description of significant disputes relating to land use, customary rights of local communities and indigenous peoples	This item does not apply because there is no mine where we have management rights			
G4-MM7	The extent to which grievance mechanisms were used to resolve disputes relating to land use, customary rights of local communities and indigenous peoples, and the outcomes	Responsible Procurement of Raw Materials / Investment and Procurement Standards	P55-58	P12-13	
G4-MM8	Number (and percentage) of company operating sites where artisanal and small-scale mining (ASM) takes place on, or adjacent to, the site; the associated risks and the actions taken to manage and mitigate these risks	This item does not apply because there is no mine where we have management rights			
G4-MM9	Sites where resettlements took place, the number of households resettled in each, and how their livelihoods were affected in the process	This item does not apply because there is no mine where we have management rights			
G4-MM10	Number and percentage of operations with closure plans	This item does not apply because there is no mine where we have management rights			
Supplier Social Assessment					
414-1	New suppliers that were screened using social criteria	Responsible Procurement of Raw Materials / Investment and Procurement Standards	P55-58	P12-13	
414-2	Negative social impacts in the supply chain and actions taken				
Public Policy					
415-1	Political contributions				
Customer Health and Safety ♦					
416-1	Assessment of the health and safety impacts of product and service categories	Product Quality and Safety / Product Design and Safety	P59-63	P14	
		Striving for Materials Stewardship		P13-14	
		Compliance with Chemical Substance Regulation		P14	
416-2	Incidents of non-compliance concerning the health and safety impacts of products and services				
Marketing and Labeling ♦					
417-1	Requirements for product and service information and labeling	Providing Safety Information	P63		
417-2	Incidents of non-compliance concerning product and service information and labeling				
417-3	Incidents of non-compliance concerning marketing communications				
Customer Privacy ♦					
418-1	Substantiated complaints concerning breaches of customer privacy and losses of customer data	There were no applicable events			
Socioeconomic Compliance ♦					
419-1	Non-compliance with laws and regulations in the social and economic area	Mitsubishi Materials and some of its group companies received disapproval of JIS certification			