



## OECD - JEITA Seminar

# Implementing Due Diligence for Responsible Business Conduct

Monday 25 February 2019

10:00 – 18:10

[Ote Center Bldg.](#), 1-1-3, Otemachi, Chiyoda-ku, Tokyo 100-0004, Japan

Companies are expected to conduct business in a way that contributes to sustainable development and avoids causing or contributing to negative impacts on people, the environment and society. Consumer pressure, customer requirements, evolving regulation and shareholders' concerns are driving companies to meet internationally agreed responsible business conduct expectations.

This requires companies to put in place systems to best manage risks associated with their operations, including along their supply chains. **Responsible Business Conduct (RBC)** refers to conduct that enables businesses to work towards this objective by integrating environmental, human rights and social issues into core business and risk management processes; thereby maximising the benefits companies can bring to society and minimizing the negative harms.

The electronics sector has played a central role in the emergence of Japan as one of the world's largest industrial economies. Japanese firms continue to hold a strong market position in consumer and non-consumer electronics products. However, the sector is also linked to RBC related risks in its operations and along the global supply chain. These risks can occur in companies' manufacturing operations, business relationships (i.e. suppliers) as well as companies' raw materials sourcing.

This Seminar will introduce participants to international frameworks and expectations on RBC, and will take participants through the core processes outlined in the [OECD Due Diligence Guidance for Responsible Business Conduct](#) (Guidance). The Guidance reflects international best practice standards on due diligence and provides a framework for business to demonstrate their implementation of RBC expectations extending to human rights, labour, the environment and the Sustainable Development Goals (SDGs). Importantly, this event will also introduce participants to the latest version of the Japanese translation of the [OECD Due Diligence Guidance for Responsible Business Conduct](#),

We encourage participants working across risk management, procurement, human resources, sustainability, CSR, public affairs, or legal and compliance areas to attend.

## Registration

To secure your participation, please register online [here](#). Registration will close once maximum occupancy is reached. This seminar is free of charge for invited JEITA members and affiliates of JEITA and OECD.

Please contact Masahiro YAMAZAKI or Ginko HAKOZAKI [seminar1@jeita.or.jp](mailto:seminar1@jeita.or.jp) for any queries related to registration.

*\*Simultaneous interpretation in Japanese and English will be available*

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## TENTATIVE AGENDA

### 09:30 – 10:00 Registration

### 10:00 – 10:30 Opening and Welcome Remarks

- **Ms. Rika FUKUDA**, Chair, JEITA CSR Committee
- **Mr. Gabriele LO MONOCO**, Delegation to the European Union to Japan
- **Ms. Stephanie VENUTI**, Policy Advisor, Responsible Business Conduct Unit, OECD

### 10:30 – 11:00 Overview of international expectations on responsible business conduct

This session will provide an overview of the key international instruments and expectations on RBC including the OECD MNE Guidelines, the United Nations Guiding Principles on Business and Human Rights (UNGPs), the ILO Conventions. The session will showcase how these instruments are aligned and interact in order to support businesses in navigating the range of RBC related obligations and expectations, and how companies can contribute to the Sustainable Development Goals (SDGs) by behaving responsibly.

- **Ms. Stephanie VENUTI**, Policy Advisor, Responsible Business Conduct Unit, OECD
- **Mr. Ryusuke TANAKA**, Programme Officer, ILO Office for Japan

### 11:00 – 11:15 Break

### 11:15 – 11:50 The OECD Due Diligence Guidance for Responsible Business Conduct

This session will discuss the role of the OECD in developing due diligence standards and will introduce participants to the latest version of the Japanese translation of the OECD Due Diligence Guidance on Responsible Business Conduct, currently being finalised by OECD. The session will discuss challenges for Japanese companies in due diligence practice and the role of the Guidance in supporting Japanese businesses implement RBC expectations through due diligence.

- **Ms. Stephanie VENUTI**, Policy Advisor, Responsible Business Conduct Unit, OECD
- **Ms. Miwa YAMADA**, Institute of Developing Economies, IDE-JETRO

### 11:50 – 12:15 The role of the OECD National Contact Point (NCP) network

This session will provide an introduction to the role of the Japanese NCP in promoting RBC and OECD due diligence guidance, mediating complaints and supporting business in engaging with stakeholders and stakeholder expectations.

- **Mr. Kenichi MASAMOTO**, Director and National Contact Point Japan, Ministry of Foreign Affairs, MOFA Japan

## 12:15 – 13:30 Networking lunch hosted by JEITA

### TRAINING ON OECD DUE DILIGENCE GUIDANCE FOR RESPONSIBLE BUSINESS CONDUCT

#### 13:30 – 14:15 Key risks in the Japanese electronics supply chain

This session will provide an overview of the key supply chains risks within the (Japanese) electronics sector - including upstream and downstream risks across global supply chains.

- **Ms. Michiko ARIKAWA**, Leader, JEITA Responsible Supply Chain WG
- **Mr. Ryusuke TANAKA**, Programme Officer, ILO Office for Japan
- **Mr. Masaki WADA**, Director, The Global Alliance for Sustainable Supply Chain

#### 14:15 – 15:15 Core processes for Responsible Business Conduct

This session will take participants through the core due diligence processes outlined in the OECD Due Diligence Guidance for Responsible Business Conduct, with a focus on: policies and management systems; identifying and prioritizing risks; and integrating stakeholder engagement into due diligence.

- **Ms. Shivani KANNABHIRAN**, Policy Advisor, Responsible Business Conduct, OECD

#### 15:15 – 15:30 Break

#### 15:30 – 16:15 Working with business

This session will introduce participants to how the OECD collaborates with industry to support business in implementing RBC and discuss business perspectives on implementing RBC practices in Japan. It will be followed by a short panel discussion moderated by OECD.

- **Ms. Shivani KANNABHIRAN**, Policy Advisor, Responsible Business Conduct, OECD
- **Ms. Mitsu Shippee**, General Manager, Head of CSR Section, Sony Corporation
- **Mr. Hiroyasu Adam Ichikawa**, Manager, CSR Department, Sompo Japan Nipponkoa Insurance Inc.

#### 16:15 – 17:15 Workshop on the OECD Due Diligence Guidance for Responsible Business Conduct

The workshop will be a facilitated session where grouped participants will put into practice the OECD Due Diligence Guidance for Responsible Business Conduct by working through scenarios examining RBC risks in the electronics sector.

*Group discussion will be in Japanese*

### 17:15 – 18:00 Wrap-up

This session will allow for each group to report back on their experience in working through the scenarios provided, and will be followed by a facilitated dialogue.

### 18:00 – 18:10 Closing and next steps

- **Mr. Tsuyoshi NARUOKA**, Vice Chair, JEITA CSR Committee
- **Ms. Stephanie VENUTI**, Policy Advisor, Responsible Business Conduct Unit, OECD

## Background to this event

Participants will leave the seminar with a good understanding of how to operationalise international expectations related to RBC and address human rights, labour and environmental issues in the global supply chain.

The OECD is the leading organisation in providing recommendations on RBC and supply chain due diligence. The [OECD Guidelines for Multinational Enterprises](#) (OECD MNE Guidelines) is the most comprehensive set of recommendations from governments to business on RBC. The OECD MNE Guidelines are aligned with other key international instruments on business conduct, including the United Nations Guiding Principles on Business and Human Rights (UNGPs) and the International Labour Organisation Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy (ILO MNE Declaration).

The [OECD Due Diligence Guidance for Responsible Business Conduct](#) helps companies understand and implement due diligence in line with the OECD MNE Guidelines and other international instruments and expectations. The Guidance is built on the OECD's expertise on sector due diligence in supply chains as varied as minerals, extractives, agriculture, garment and footwear and finance; working with business, governments, workers and CSOs over the last 10 years.

Adherent countries to the OECD MNE Guidelines are required to establish a **National Contact Point (NCP)** on RBC. NCPs promote the OECD MNE Guidelines, support businesses in implementing RBC expectations, and provide a mediation and conciliation platform to help resolve cases of alleged non-observance of the Guidelines (known as "specific instances"). The [Japanese NCP](#) is comprised of the Ministry of Foreign Affairs, the Ministry of Health, Labour and Welfare, and the Ministry of Economy, Trade and Industry.

*This seminar builds on the OECD's work with Japan under the joint EU-ILO-OECD initiative on Promoting Responsible Supply Chains in Asia, with funding from the European Union*

