

TOPPAN

CSR REPORT 2009

Report on Corporate Social
Responsibility Activities



Questionnaire enclosed at the back: Please let us know your opinions

We welcome feedback from readers. Stakeholder opinions are used to enhance the understandability and relevance of our corporate social responsibility (CSR) initiatives and information disclosure for both stakeholders and the people inside Toppan. We encourage you to take a few minutes to answer the questionnaire enclosed at the back of the report.

●Editorial Policy

Toppan is disclosing information in the hopes of encouraging dialogue on social and environmental activities with more people, especially people who have an interest in Toppan's CSR activities.

●Period Covered

This report mainly covers activities in fiscal 2008 (April 2008 to March 2009), though information on prior and later years is also included in parts.

●Scope and Boundary of this Report

In principle, this report covers the social and environmental activities of Toppan Printing Co., Ltd. ("the Company") and Group entities consolidated for accounting purposes. Most of the information on personnel applies to personnel within Toppan Printing Co., Ltd., the parent company. The boundary of environmental performance data and environmental accounting is presented on P. 52. Sixty-two domestic sites and 22 overseas sites are ISO 14001 certified.

●Selecting the Information for this Report

In selecting the information to present in this CSR report, Toppan assesses the "materiality" of the information for society and the Company itself.

To assess whether information can be considered material for society, Toppan holds in-house discussions on the following points: independent reviews and third-party opinions, questionnaire responses to CSR reports from inside and outside the Company, other opinions gleaned from dialogues inside and outside the Company, the content of various guidelines (such as the Environmental Reporting Guidelines [fiscal 2007 version] from the Ministry of the Environment of Japan and the GRI Sustainability Reporting Guidelines 2006 from the Global Reporting Initiative [GRI]), questionnaire items from third-party organizations, and CSR-related information from media and news agencies.

●Reliability

KPMG AZSA Sustainability Co., Ltd. provides external assurance for this report. As a testament to the reliability of the sustainability information in this report, Toppan is authorized to attach the following mark. This means that the report meets the standards for sustainability report assurance and registration established by The Japanese Association of Assurance Organizations for Sustainability Information (<http://www.j-sus.org/>).



●Eye-friendliness and Readability

In line with Toppan's in-house guidelines, this report considers eye-friendliness and readability. It also incorporates universal-design displays for as many people as possible regardless of individual differences in color perception. Upon entrustment by Toppan, the Color Universal Design Organization (CUDO), a nonprofit organization, has reviewed and certified this report for its universal design.

URL for CSR Report: <http://www.toppan.co.jp/english/csr/csrreport.html>

This site posts the latest information on ISO 14001 certification, data on the Global Reporting Initiative (GRI) content index, and other forms of CSR information. If erroneous entries or misprints are found after CSR reports are issued, the related information will be shown here.

Details on corporate governance can be found at the following URLs.

- Corporate governance reports: <http://www.tse.or.jp/tseHpFront/HPCGDS0701E.do?method=init&callJorEFlg=1> (in Japanese)
- Financial statements: <http://info.edinet-fsa.go.jp/> (in Japanese)

Terms Used in this Report

- CSR: Corporate social responsibility
- Stakeholder: A person (or interested party) who has a direct or indirect relationship with a corporation, such as a customer, employee, shareholder/investor, or business partner. A community or society as a whole can also be a stakeholder.
- Stakeholder dialogue: Dialogue and exchange of views with stakeholders
- Corporate governance: Framework for the governance of corporate activities
- Compliance: Observance of laws, regulations, and corporate ethics
- PDCA: A sequence of four procedures—Plan, Do, Check, and Act

Cover

Toppan expresses its commitment to communicate with society in the three primary colors of printing: blue for sincerity, red for enthusiasm, and yellow for creativity. Toppan takes a sincere, enthusiastic, and creative approach in communication to fulfill the expectations of all of its stakeholders, from customers and employees to shareholders/investors, business partners, communities, and society at large.



The cover of this report is printed on ALUGLAS®, a high-brightness sheet with a metallic shine, from Toppan Prosprint Co., Ltd. ALUGLAS® comes in many types, including Silver, Gold, Hologram, and Pearl, each designed in consideration of the environment. The Pearl series, a highly recyclable type, is chosen for this report.

Publication Dates

Previous report: November 2008
Current report: October 2009
Next report: October 2010 (planned)

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Contents

Executive Message	2
Group Business Outline	4
Highlights 2008–2009	
Special Reports: Businesses Designed to Help Solve Social Issues	8
CSR Activity Topics	12
CSR Management	
Toppan's Social Responsibility	16
Review of CSR Activities and New Initiatives	20
Corporate Governance	24
Compliance	26
Information Risk Management	28
Conduct Guidelines and Information Management Policy	30
Social Report	
For Customers	32
With Business Partners	36
With Communities	38
With Employees	42
With Shareholders and Investors	50
Environmental Report	
Overview of Environmental Activities	52
Review of Fiscal 2008 Results and Future Targets	54
Environmental Management	58
Environmental Conservation Activities	64
Environmentally Friendly Products and Environment-related Business	68
Conserving Biodiversity	71
Environmental Data	72
Third-party Opinion and External Assurance	
Third-party Opinion	77
External Assurance	78
Company Reaction to the Third-party Opinion and External Assurance	80