

# Information Security Global Policy

## Article 1. (Purpose)

Ono Pharmaceutical Co., Ltd and its wholly owned subsidiaries (hereinafter “Ono Group” or the “Group”) shall strictly protect and not divulge the confidential information related to the core value of pharmaceutical companies such as R&D information, external information obtained for business use and personal information of customers/suppliers, whereas the Group shall share/utilize information properly in group. And Ono Group shall be duly responsible for keeping confidentiality of external information obtained for business use and personal information. To achieve the above purpose Ono Group shall implement and maintain the following Information Security Global Policies:

## Article2. (Scope of Application)

The policy applies to all employees, etc. of the Group.

2. All employees, etc. (including contract employees, fixed-term employees, part-time workers, casual workers, employees on probation, and internship), shall be compliance with the policies and the rules related with the policy.

## Article3. (System and Organization)

In order to ensure the policies in place, Ono Group establish information security management system, and develop policies and rules related to information security.

## Article4. (Countermeasure for Information Security)

In order to prevent divulgence/alternation/loss/impairments of information assets handled among the Group’s business activities, Ono Group take appropriate actions for information security measures for handling and management methods of information assets, operation, development, use, outsourcing, facilities, equipment, etc.

## Article5. (Compliance)

To ensure the confidentiality of information and obligations of appropriate explanation, storing, disclosure, etc. and securing rights, Ono Group comply with laws/regulations related to information security in Japan and other related jurisdictions and act with information ethics.

## Article6. (Training)

In order to raise awareness of information security, Ono Group announce and educate the necessity/importance of information security to employees/other relevant parties who handle information assets by group education, new employee training, and other appropriate methods, and manage the status of training attendance.

## Article7. (Incident Response)

Ono Group make every effort to prevent information security accident. In case that it occurs,

Ono Group establish contact system in order to stop expansion of damage, log evidence, and recovery effectively and efficiently.

2. If by any chance an accident occurs, Ono Group make every effort to investigate the cause promptly, minimize the damage and prevent the recurrence

Article8. (Self-checks and Audit)

In order to ensure effectiveness of this policy, Ono Group perform self-checks or audits periodically on the information security management system and the measure.

2. Through those processes above, Ono Group improves information security management system and actions continuously.

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