

Earning the public's trust Activity reports from 3 perspectives: "environment," "corporate social responsibility," and "economic"

Being a good corporate citizen means striving to be a valued and respected member of society by contributing to its sustainable growth. To this end, the Ricoh Group believes in being outstanding in all areas of the environment, the economy, and corporate social responsibility as well as openly communicating its activities.

The Ricoh Group publishes information on its activities in reports written from three different perspectives: the environment, the economy, and corporate social responsibility. This report provides our shareholders, customers, and other stakeholders with information on our sustainable environmental management policies and performance in fiscal 2007 to facilitate a better understanding of what we do and how we work.

■ How to Obtain Ricoh's Corporate Information:

- Sustainable environmental management
<http://www.ricoh.com/environment/>
- Corporate social responsibility
<http://www.ricoh.com/csr/>
- IR (for shareholders and investors)
<http://www.ricoh.com/IR/>
- Social contribution
http://www.ricoh.com/about/csr_environment/sc.html
- Information security
<http://www.ricoh.com/about/security/index.html>

■ Reporting Guidelines

In compiling this report, we have referred to Sustainability Reporting Guidelines (version 3.0) by the Global Reporting Initiative (GRI) and Environmental Reporting Guidelines by the Japanese Ministry of the Environment to confirm the items that should be reported, and we have tried to disclose as much information as possible.

■ Cover photograph: Amur tigers

Amur tigers living in forests in the Russian Far East, the northernmost habitat for tigers, are the world's largest tigers. Currently there are an estimated 400-500 of them living in the wild. To protect this endangered species, Ricoh has been engaged in a project to conserve their habitat since 2004.

Environment



Sustainability Report (Environment)

- Concept of sustainable environmental management
- Improving our products
- Improvements made at business sites
- Basis for sustainable environmental management
- Environmental communication/ Social contribution of environmental conservation

Corporate Social Responsibility



Sustainability Report (Corporate Social Responsibility)

- Concept of CSR
- Integrity in Corporate Activities
- Harmony with the Environment
- Respect for People
- Harmony with Society

Economic



Sustainability Report (Economic)

- Management policy
- Management results
- Financial status

Editorial policy of the Ricoh Group Sustainability Report (Environment) 2008

The Ricoh Group aims to promote sustainable environmental management that contributes to environmental conservation while generating profits. This report provides information on the concept of, and specific measures and activities for, sustainable environmental management as well as on environmental accounting in an easy-to-understand manner in order to facilitate communication with society and to earn its trust.

● Target readers

This report is prepared for all present and future stakeholders of the Ricoh Group's sustainable environmental management. It was compiled not only to report on the results of our activities, but also to introduce our environmental policies and to explain how we proceed with our projects. We have adopted a communication style that we hope will inspire our readers to engage in environmental conservation activities and to encourage other people to do so too, thus creating a ripple effect throughout society.

● Policy for information disclosure

Disclosing information worldwide

Environmental problems are a global issue, and therefore in tackling environmental issues it is very important to act in close concert with the individual countries and communities in which the Ricoh Group operates. This report describes the Ricoh Group's sustainable environmental management activities that are based on global partnerships.

Disclosing financial information

To successfully carry out sustainable environmental management, the Ricoh Group endeavors to improve its management system by looking at all aspects of management from an environmentally-friendly point of view. The Ricoh Group identifies the effects and economic benefits of environmental conservation for each business unit and for the entire Ricoh Group and discloses relevant information through its environmental accounting.

■ Leadership Declaration on the "Business and Biodiversity Initiative"

Ricoh signed the Leadership Declaration on the "Business and Biodiversity Initiative" at the ninth meeting of the Conference of the Parties to the Convention on Biological Diversity (COP 9), held in Germany in May 2008. This German government initiative calls on businesses to take leading actions to implement the United Nations Convention on Biological Diversity. By signing the declaration, companies commit themselves to assessing and analyzing the impacts of their business activities on biodiversity and its conservation.

■ The UN Global Compact

Ricoh became the second Japanese company to sign the UN Global Compact (GC)¹ in April 2002. In June 2007, as a GC member, Ricoh also became a signatory to Caring for Climate: The Business Leadership Platform.²

1. <http://www.unglobalcompact.org/>

2. http://www.unglobalcompact.org/Issues/Environment/Climate_Change/index.html

■ Mislabeling on composition ratios of recycled pulp pulp in Japan.*

In January 2008, Japan Fair Trade Commission imposed a cease and desist order (regarding violations of the Act against Unjustifiable Premiums and Misleading Representations) on eight paper manufacturers for their mislabeling of the composition ratios of recycled pulp in their recycled paper products marketed in Japan. As a supplier of paper products, we expressed our deepest apologies for the troubles that we may have caused customers who used the products in question and many other stakeholders. Such a fraud of recycled content is totally unacceptable, because it could dampen the growing public awareness about environmental conservation. We at the Ricoh Group, as a leader of sustainable environmental management, should learn from this incident and be further disciplined in our actions. Working with regulatory authorities and other corporations, we will work to eliminate such false labeling.

* Although the problem occurred in Japan and is only relevant in Japan, we report it in our sustainability report in line with our commitment to transparent reporting on our activities.

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