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GRI Content Index

The following table compares "Sustainability Report 2016" and GRI Sustainability Reporting Guidelines version 4. Information related to Standard Disclosures of the GRI G4 Guidelines indicated.

General Standard Disclosures

GRI Guidelines		Corresponding item/page	
Strategy and Analysis			
G4-1	Statement from the most senior decision-maker of the organization (such as CEO, chair, or equivalent senior position) about the relevance of sustainability to the organization and the organization's strategy for addressing sustainability.	Message from the Top Management	P5
G4-2	Description of key impacts, risks, and opportunities.	Message from the Top Management Priority Issues Set Forth in the CSR Medium-term Plan Risk Management	P5 P19 P42
Organizational Profile			
G4-3	Name of the organization.	Nikon Group Profile	P3
G4-4	Primary brands, products, and services.	Nikon Group Profile	P3
G4-5	Location of organization's headquarters.	Nikon Group Profile	P3
G4-6	Number of countries where the organization operates, and names of countries where either the organization has significant operations or that are specifically relevant to the sustainability topics covered in the report.	Nikon Group Profile	P3
G4-7	Nature of ownership and legal form.	Securities Report (Japanese only)	—
G4-8	Markets served (including geographic breakdown, sectors served, and types of customers and beneficiaries).	Securities Report (Japanese only)	—
G4-9	Scale of the organization, including: total number of employees total number of operations, net sales, etc.	Nikon Group Profile	P3
G4-10	Total number of employees by employment contract and gender, number of permanent employees, total workforce by region and gender, etc.	Vigorous Activities Demonstrated by Diverse Employees	P121
G4-11	Percentage of total employees covered by collective bargaining agreements.	—	—
G4-12	Organization's supply chain.	Basic Policy for Procurement	P100
G4-13	Significant changes during the reporting period.	Securities Report (Japanese only)	—
G4-14	Precautionary approach or principle addressed by the organization.	Priority Issues Set Forth in the CSR Medium-term Plan Risk Management	P19 P42

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GRI Guidelines		Corresponding item and page	
G4-15	List of externally developed economic, environmental and social charters, principles, or other initiatives to which the organization subscribes or which it endorses.	Dialogue with Stakeholders Approach to UN Global Compact	P26 P28
G4-16	List of memberships of associations (such as industry associations) and national or international advocacy organizations.	Dialogue with Stakeholders Approach to UN Global Compact	P26 P28
Identified Material Aspects and Boundaries			
G4-17	List of all entities included in the organization's consolidated financial statements or equivalent documents or any entity that is not covered by the report	About Sustainability Report 2016 Nikon Group Companies (website)	P2 —
G4-18	Process for defining the report content and the Aspect Boundaries and how the organization has implemented the Reporting Principles for Defining Report Content.	About Sustainability Report 2016 Environmental Management Promotion System	P2 P63
G4-19	List of all the material Aspects identified in the process for defining report content.	Priority Issues Set Forth in the CSR Medium-term Plan	P19
G4-20	Aspect Boundary within the organization for each material Aspect.	About Sustainability Report 2016 Environmental Management Promotion System	P2 P63
G4-21	Aspect Boundary outside the organization for each material Aspect	—	—
G4-22	Effect of any restatements of information provided in previous reports, and the reasons for such restatements.	—	—
G4-23	Significant changes from previous reporting periods in the Scope and Aspect Boundaries.	Environmental Management Promotion System	P63
Stakeholder Engagement			
G4-24	List of stakeholder groups engaged by the organization.	Dialogue with Stakeholders	P26
G4-25	Basis for identification and selection of stakeholders with whom to engage.	Dialogue with Stakeholders	P26
G4-26	Organization's approach to stakeholder engagement	Priority Issues Set Forth in the CSR Medium-term Plan	P19
G4-27	Key topics and concerns that have been raised through stakeholder engagement, and how the organization has responded to those key topics and concerns, including through its reporting and stakeholder groups that raised each of the key topics and concerns.	Priority Issues Set Forth in the CSR Medium-term Plan	P19
Report Profile			
G4-28	Reporting period (e.g., fiscal/calendar year) for information provided.	About Sustainability Report 2016	P2
G4-29	Date of most recent previous report (if any).	About Sustainability Report 2016	P2
G4-30	Reporting cycle (annual, biennial, etc.)	About Sustainability Report 2016	P2
G4-31	Contact point for questions regarding the report or its contents.	About Sustainability Report 2016	P2

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GRI Guidelines		Corresponding item/page	
G4-32	The 'in accordance' option the organization has chosen, GRI Content Index, and reference to the External Assurance Report, if the report has been externally assured.	These tables Independent Practitioner's Assurance	P147 P144
G4-33	Organization's policy and current practice with regard to seeking external assurance for the report.	Independent Practitioner's Assurance	P144
Governance			
G4-34	Governance structure of the organization, including committees of the highest governance body.	Corporate Governance	P33
G4-35	Process for delegating authority for economic, environmental and social topics from the highest governance body to senior executives and other employees.	Corporate Governance	P33
G4-36	Whether the organization has appointed an executive-level position or positions with responsibility for economic, environmental and social topics, and whether post holders report directly to the highest governance body.	CSR Promotion System Environmental Management Promotion System	P17 P62
G4-37	Processes for consultation between stakeholders and the highest governance body on economic, environmental and social topics.	—	—
G4-38	Composition of the highest governance body and its committees	Corporate Governance	P33
G4-39	Whether the Chair of the highest governance body is also an executive officer	Corporate Governance	P33
G4-40	Nomination and selection processes for the highest governance body and its committees, and the criteria used.	Corporate Governance	P33
G4-41	Processes for the highest governance body to ensure conflicts of interest are avoided and managed.	Corporate Governance	P33
G4-42	Highest governance body's and senior executives' roles in the development, approval, and updating of the organization's purpose, value or mission statements, strategies, policies, and goals related to economic, environmental and social impacts.	Corporate Governance Directors and Officers (website)	P33 —
G4-43	Measures taken to develop and enhance the highest governance body's collective knowledge of economic, environmental and social topics.	Priority Issues Set Forth in the CSR Medium-term Plan	P19
G4-44	Processes for evaluation of the highest governance body's performance with respect to governance of economic, environmental and social topics and actions taken in response to evaluation.	Corporate Governance	P34
G4-45	Highest governance body's role in the identification and management of economic, environmental and social impacts, risks, and opportunities and whether stakeholder consultation is used to support the highest governance body.	Risk Management	P42
G4-46	Highest governance body's role in reviewing the effectiveness of the organization's risk management processes for economic, environmental and social topics.	Risk Management CSR Promotion System	P42 P17

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GRI Guidelines		Corresponding item/page	
Governance			
G4-48	Highest committee or position that formally reviews and approves the organization's sustainability report and ensures that all material Aspects are covered.	CSR Promotion System	P17
G4-49	Process for communicating critical concerns to the highest governance body.	Risk Management	P42
G4-50	Nature and total number of critical concerns that were communicated to the highest governance body and the mechanism(s) used to address and resolve them.	—	—
G4-51	Remuneration policies for the highest governance body and senior executives	Corporate Governance	P35
G4-52	Process for determining remuneration.	Corporate Governance	P35
G4-53	How stakeholders' views are sought and taken into account regarding remuneration.	—	—
G4-54	Ratio of the annual total compensation for the organization's highest-paid individual in each country of significant operations to the median annual total compensation for all employees (excluding the highest-paid individual) in the same country.	—	—
G4-55	Ratio of percentage increase in annual total compensation for the organization's highest-paid individual in each country of significant operations to the median percentage increase in annual total compensation for all employees (excluding the highest-paid individual) in the same country.	—	—
Ethics and Integrity			
G4-56	Organization's values, principles, standards and norms of behavior such as codes of conduct and codes of ethics.	Compliance	P47
G4-57	Internal and external mechanisms for seeking advice on ethical and lawful behavior, and matters related to organizational integrity, such as helplines or advice lines.	Compliance	P52
G4-58	Internal and external mechanisms for reporting concerns about unethical or unlawful behavior, and matters related to organizational integrity, such as escalation through line management, whistleblowing mechanisms or hotlines.	Compliance	P52

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Specific Standard Disclosures

GRI Guidelines		Corresponding item/page	
■ Economic			
Economic Performance			
G4-EC1	Direct economic value generated and distributed	Dialogue with Stakeholders Securities Report (Japanese only)	P27 —
G4-EC2	Financial implications and other risks and opportunities for the organization's activities due to climate change	—	—
G4-EC3	Coverage of the organization's defined benefit plan obligations.	—	—
G4-EC4	Financial assistance received from government	—	—
Market Presence			
G4-EC5	Ratios of standard entry level wage by gender compared to local minimum wage at significant locations of operation	—	—
G4-EC6	Proportion of senior management hired from the local community at significant locations of operation	Corporate Governance	P36
Indirect Economic Impacts			
G4-EC7	Development and impact of infrastructure investments and services supported	Community Contribution Activities	P138
G4-EC8	Significant indirect economic impacts, including the extent of impacts	Environmental Management Promotion System	P67
Procurement Practices			
G4-EC9	Proportion of spending on local suppliers at significant locations of operation	Basic Policy for Procurement	P100
■ Environmental			
Raw materials			
G4-EN1	Materials used by weight or volume.	—	—
G4-EN2	Percentage of materials used that are recycled input materials	—	—
Energy			
G4-EN3	Energy consumption within the organization	Realizing a Low-carbon Society	P74

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GRI Guidelines		Corresponding item/page	
G4-EN4	Energy consumption within the organization	Realizing a Low-carbon Society	P74
G4-EN5	Energy intensity	Realizing a Low-carbon Society	P78
G4-EN6	Reduction of energy consumption	Realizing a Low-carbon Society	P78
G4-EN7	Reductions in energy requirements of products and services	Environmental Management Promotion System	P71
Water			
G4-EN8	Total water withdrawal by source	Realizing a Resource-circulating Society Environmental Data (Japanese only)	P93 —
G4-EN9	Water sources significantly affected by withdrawal of water	—	—
G4-EN10	Percentage and total volume of water recycled and reused	—	—
Biodiversity			
G4-EN11	Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas.	—	—
G4-EN12	Description of significant impacts of activities, products, and services on biodiversity in protected areas and areas of high biodiversity value outside protected areas.	Realizing a Resource-circulating Society	P91
G4-EN13	Habitats protected or restored.	Realizing a Healthy and Environmentally-safe Society	P98
G4-EN14	Total number of IUCN red list species and national conservation list species with habitats in areas affected by operations, by level of extinction risk.	—	—
Emissions			
G4-EN15	Direct greenhouse gas (GHG) emissions (scope 1)	Realizing a Low-carbon Society	P74
G4-EN16	Energy indirect greenhouse gas (GHG) emissions (scope 2)	Realizing a Low-carbon Society	P74
G4-EN17	Other indirect greenhouse gas (GHG) emissions (scope 3)	Realizing a Low-carbon Society	P74
G4-EN18	Greenhouse gas (GHG) emissions intensity	Realizing a Low-carbon Society	P78
G4-EN19	Reduction of greenhouse gas (GHG) emissions	Realizing a Low-carbon Society	P78
Emissions			
G4-EN20	Emissions of ozone-depleting substances (ODS)	Realizing a Healthy and Environmentally-safe Society	P94

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GRI Guidelines		Corresponding item/page	
G4-EN21	NOx, SOx, and other significant air emissions	Environmental Data (Japanese only)	—
Effluents and Waste			
G4-EN22	Total water discharge by quality and destination.	—	—
G4-EN23	Total weight of waste by type and disposal method	Realizing a Resource-circulating Society	P88
G4-EN24	Total number and volume of significant spills	Realizing a Healthy and Environmentally-safe Society Environmental Data (Japanese only)	P97 —
G4-EN25	Weight of transported, imported, exported, or treated waste deemed hazardous under the terms of the Basel Convention Annex I, II, III, and VIII, and percentage of transported waste shipped internationally.	—	—
G4-EN26	Identity, size, protected status, and biodiversity value of water bodies and related habitats significantly affected by the organization's discharges of water and runoff.	—	—
Products and Services			
G4-EN27	Extent of impact mitigation of environmental impacts of products and services.	—	—
G4-EN28	Percentage of products sold and their packaging materials that are reclaimed by category.	—	—
Compliance			
G4-EN29	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with environmental laws and regulations.	Environmental Management Promotion System	P62
Transport			
G4-EN30	Significant environmental impacts of transporting products and other goods and materials for the organization's operations, and transporting members of the workforce.	Realizing a Low-carbon Society	P76
Overall			
G4-EN31	Total environmental protection expenditures and investments by type.	Environmental Management Promotion System	P67
Supplier Environmental Assessment			
G4-EN32	Percentage of new suppliers that were screened using environmental criteria.	—	—
G4-EN33	Significant actual and potential negative environmental impacts in the supply chain and actions taken.	Realizing a Healthy and Environmentally-safe Society Promoting Green Procurement	P94 P101
Environmental Grievance Mechanisms			
G4-EN34	Number of grievances about environmental impacts filed, addressed, and resolved through formal grievance mechanisms.	Environmental Management Promotion System	P62

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GRI Guidelines		Corresponding item/page	
■ Practices and Decent Work			
Employment			
G4-LA1	Total number and rates of new employee hires and employee turnover by age group, gender and region.	Vigorous Activities Demonstrated by Diverse Employees	P121
G4-LA2	Benefits provided to full-time employees that are not provided to temporary or parttime employees, by significant locations of operation.	—	—
G4-LA3	Return to work and retention rates after parental leave, by gender.	Supporting Diverse Work Styles	P128
Labor/Management Relations			
G4-LA4	Minimum notice periods regarding operational changes, including whether these are specified in collective agreements.	Human Resources Management System/ Human Resources Development/Labor Relations	P120
Occupational Health and Safety			
G4-LA5	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs.	—	—
G4-LA6	Type of injury and rates of injury, occupational diseases, lost days, and absenteeism, and total number of work-related fatalities, by region and by gender.	Employees' Health and Safety	P131
G4-LA7	Workers with high incidence or high risk of diseases related to their occupation.	—	—
G4-LA8	Health and safety topics covered in formal agreements with trade unions.	Employees' Health and Safety	P130
Training and Education			
G4-LA9	Average hours of training per year per employee by gender, and by employee category.	Human Resources Management System/ Human Resources Development/Labor Relations	P119
G4-LA10	Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings.	Vigorous Activities Demonstrated by Diverse Employees	P125
G4-LA11	Percentage of employees receiving regular performance and career development reviews, by gender and by employee category.	Human Resources Management System/ Human Resources Development/Labor Relations	P119
Diversity and Equal Opportunity			
G4-LA12	Composition of governance bodies and breakdown of employees per employee category according to gender, age group, minority group membership, and other indicators of diversity.	Corporate Governance	P37
Equal Remuneration for Women and Men			
G4-LA13	Ratio of basic salary and remuneration of women to men by employee category, by significant locations of operation.	—	—

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GRI Guidelines		Corresponding item/page	
Supplier Assessment for Labor Practices			
G4-LA14	Percentage of new suppliers that were screened using labor practices criteria.	—	—
G4-LA15	Significant actual and potential negative impacts for labor practices in the supply chain and actions taken.	Promoting CSR-oriented Procurement Dealing with the Issue of Conflict Minerals	P103 P106
Labor Practices Grievance Mechanisms			
G4-LA16	Number of grievances about labor practices filed, addressed, and resolved through formal grievance mechanisms.	Compliance	P52
■ Human Rights			
Investment			
G4-HR1	Total number and percentage of significant investment agreements and contracts that include human rights clauses or that underwent human rights screening.	—	—
G4-HR2	Total hours of employee training on human rights policies or procedures concerning aspects of human rights that are relevant to operations, including the percentage of employees trained.	—	—
Non-discrimination			
G4-HR3	Total number of incidents of discrimination and corrective actions taken	Compliance	P52
Freedom of Association and Collective Bargaining			
G4-HR4	Operations and suppliers identified in which the right to exercise freedom of association and collective bargaining may be violated or at significant risk, and measures taken to support these rights.	Promoting CSR-oriented Procurement	P103
Child Labor			
G4-HR5	Operations and suppliers identified as having significant risk for incidents of child labor, and measures taken to contribute to the effective abolition of child labor	Promoting CSR-oriented Procurement Dealing with the Issue of Conflict Minerals	P103 P106
Forced or Compulsory Labor			
G4-HR6	Operations and suppliers identified as having significant risk for incidents of forced or compulsory labor, and measures to contribute to the elimination of all forms of forced or compulsory labor.	Promoting CSR-oriented Procurement Dealing with the Issue of Conflict Minerals	P103 P106
Security Practices			
G4-HR7	Percentage of security personnel trained in the organization's human rights policies or procedures that are relevant to operations.	—	—
Indigenous Rights			
G4-HR8	Total number of incidents of violations involving rights of indigenous peoples and actions taken.	—	—

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GRI Guidelines		Corresponding item/page	
Assessment			
G4-HR9	Total number and percentage of operations that have been subject to human rights reviews or impact assessments.	Respect for Human Rights	P111
Supplier Human Rights Assessment			
G4-HR10	Percentage of new suppliers that were screened using human rights criteria.	—	—
G4-HR11	Significant actual and potential negative human rights impacts in the supply chain and actions taken.	Promoting CSR-oriented Procurement Dealing with the Issue of Conflict Minerals	P103 P106
Human Rights Grievance Mechanisms			
G4-HR12	Number of grievances about human rights impacts filed, addressed, and resolved through formal grievance mechanisms.	Compliance	P52
■ Society			
Local Communities			
G4-SO1	Percentage of operations with implemented local community engagement, impact assessments, and development programs.	—	—
G4-SO2	Operations with significant actual and potential negative impacts on local communities.	—	—
Anti-corruption			
G4-SO3	Total number and percentage of operations assessed for risks related to corruption and the significant risks identified.	—	—
G4-SO4	Communication and training on anti-corruption policies and procedures.	Compliance	P54
G4-SO5	Confirmed incidents of corruption and actions taken	Compliance	P54
Public Policy			
G4-SO6	Total value of political contributions by country and recipient/beneficiary.	Dialogue with Stakeholders	P27
Anti-competitive Behavior			
G4-SO7	Total number of legal actions for anti-competitive behavior, anti-trust, and monopoly practices and their outcomes.	Compliance	P55
Compliance			
G4-SO8	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations	Compliance	P55

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GRI Guidelines		Corresponding item/page	
Supplier Assessment for Impacts on Society			
G4-SO9	Percentage of new suppliers that were screened using criteria for impacts on society.	—	—
G4-SO10	Significant actual and potential negative impacts on society in the supply chain and actions taken.	Promoting CSR-oriented Procurement	P103
Grievance Mechanisms for Impacts on Society			
G4-SO11	Number of grievances about impacts on society filed, addressed, and resolved through formal grievance mechanisms	—	—
■ Product Responsibility			
Customer Health and Safety			
G4-PR1	Percentage of significant product and service categories for which health and safety impacts are assessed for improvement.	—	—
G4-PR2	Total number of incidents of non-compliance with regulations and voluntary codes concerning the health and safety impacts of products and services during their life cycle, by type of outcomes.	Product Responsibility	P135
Product and Service Labeling			
G4-PR3	Type of product and service information required by the organization's procedures for product and service information and labeling, and percentage of significant product and service categories subject to such information requirements.	—	—
G4-PR4	Total number of incidents of non-compliance with regulations and voluntary codes concerning product and service information and labeling, by type of outcomes.	Product Responsibility	P135
G4-PR5	Results of surveys measuring customer satisfaction.	—	—
Marketing Communications			
G4-PR6	Sale of banned or disputed products	—	—
G4-PR7	Total number of incidents of non-compliance with regulations and voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship, by type of outcomes.	—	—

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GRI Guidelines		Corresponding item/page	
Customer Privacy			
G4-PR8	Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data.	—	—
Compliance			
G4-PR9	Monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services.	—	—