

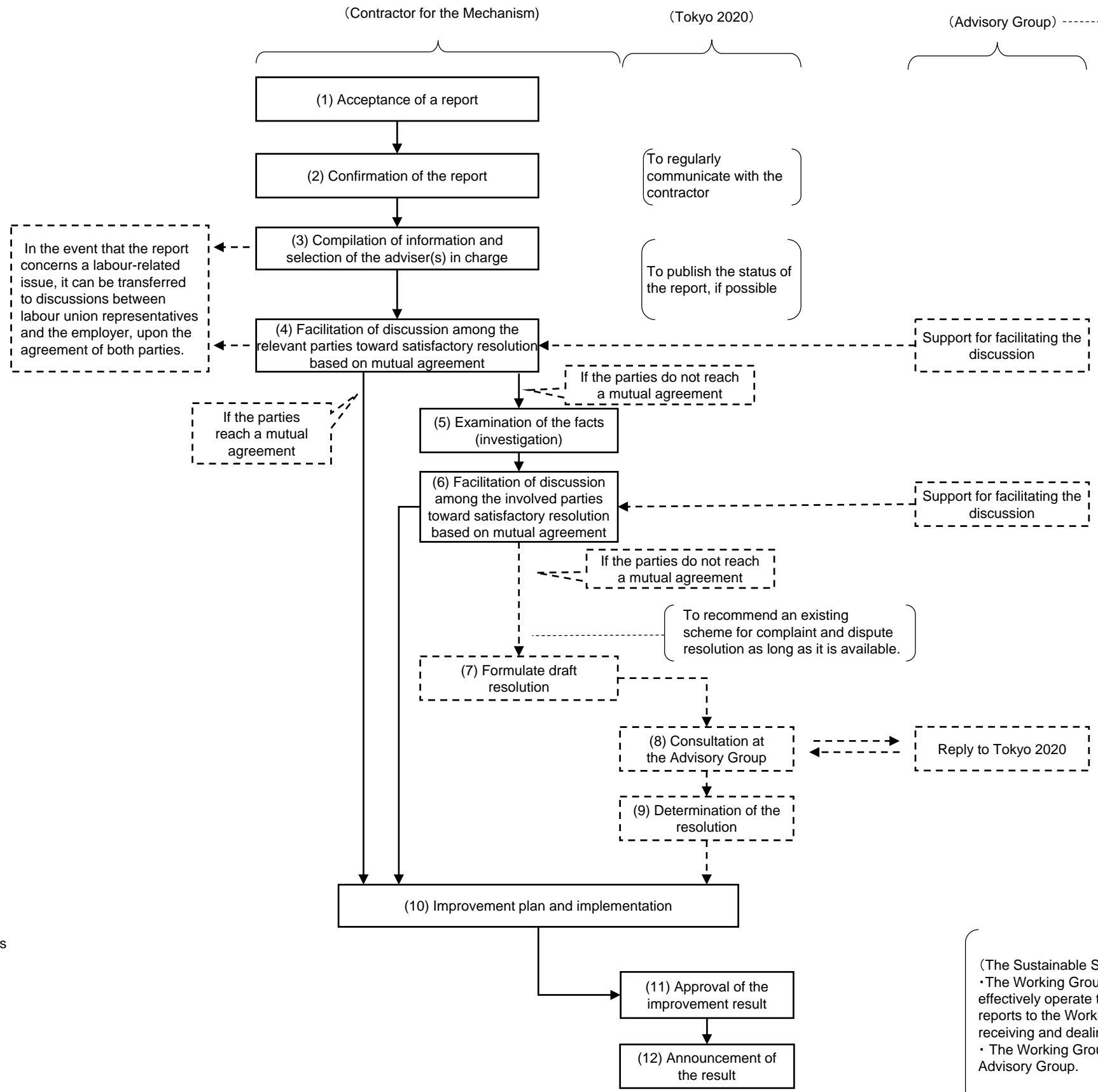
Outline of the Grievance Mechanism on the Sustainable Sourcing Code

[Provisional translation]

- Tokyo 2020 will establish a point of contact to deal with cases regarding non-compliance with the Sourcing Code. Most of the operations are conducted by a contractor.
- The objective of this framework is not to impose penalties, but to resolve the case with the parties by mutual agreement by facilitating constructive discussion among parties concerned.

Description of the procedure

- To receive reports by email (written reports only)
- To deal with media coverage with specific information as described in the reported case.
- To confirm whether a reported case is within the scope of this Mechanism, i.e., procurement by Tokyo 2020.
- To collect and organise information from informants, the accused and others.
- To select the adviser(s) in charge of the reported case from the Advisory Group coordinating with Tokyo 2020 and obtain the consent by the Working Group.
- To confirm the facts based on the compiled information, and to facilitate discussions between the relevant parties with a view to reaching a mutually satisfactory agreement.
- To conduct an investigation of the facts from a neutral perspective.
- To facilitate discussions between the relevant parties specifying the thematic topics based on the investigation, with a view to the parties reaching a mutually satisfactory agreement.
- To understand the content of the discussions, and propose a draft resolution.
- To consult the Advisory Group for its opinions with regard to the draft resolution.
- To determine the resolution.
- Tokyo 2020 will require the submission of an improvement plan and implementation results which will be shared with the informants.
- Administrative work required in this process will be conducted by the contractor.
- Tokyo 2020 will receive a report and approve the improvement result to close the process.
- The summary of the result will be publicly announced on the Tokyo 2020 official website.



<Advisory Group>

- Tokyo 2020 appoints experts respectively on laws, environment, human rights, labour-related issues and other relevant fields as the members of the Advisory Group after discussions in the Working Group.
- For each individually reported case, at least one person in charge (which must include a lawyer) is to be selected from the Advisory Group, after obtaining the consent of the majority of the Working Group members.

(The Sustainable Sourcing Working Group)

- The Working Group offers Tokyo 2020 advice on how to effectively operate the grievance mechanism when Tokyo 2020 reports to the Working Group on the situation regarding receiving and dealing with reported cases.
- The Working Group examines candidate members of the Advisory Group.