## Editorial Policy

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### Related Information

#### NTT Group CSR website
https://www.ntt.co.jp/csr_e/
Provides the latest information on NTT Group CSR activities in a timely fashion. The latest information can be viewed on the site’s homepage

#### NTT Investors website
https://www.ntt.co.jp/ir/
- Annual Report (Japanese & English)
  - The Annual Report includes information on NTT Group’s most important CSR initiatives in addition to the financial information that has been provided to date. Edited largely for shareholders and investors, it reports on and explains NTT Group’s opportunities for growth and response to risks
- Securities Report (Japanese & English)
- Shareholders’ Newsletter “NTTis” (Japanese only)
- Corporate Governance Report (Japanese & English)

### Inquiries
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Editorial Policy
The composition of this Data Book closely corresponds with items in the NTT Group CSR Priority Activities in order to report comprehensively and in an easy to understand manner to stakeholders, including investors who value ESG. While the report covers the status of NTT Group overall as much as possible, the scope of data is clearly noted when it is limited to a part of the Group.

For detailed information on the business strategies of NTT (hereinafter “the Company”) and operations, please refer to Annual Report 2019. For details on ongoing efforts related to sustainability and CSR and achievements at NTT Group companies, please refer to the Sustainability Report or CSR report published separately by each company.

- Reporting Period
  April 1, 2018 to March 31, 2019 (fiscal 2019)
  • Certain activities implemented after March 31, 2019 and the outlook for the future are also included.

- Decision Making Process for Published Content
  To determine the content requirements for the publication, the CSR Committee, chaired by the representative director and senior executive vice president, discussed the basic annual policy for the Sustainability Report in March 2019, and then the senior vice presidents for Research and Development Planning and for General Affairs acted on their authority under the organizational rules to confirm and approve the content for the environmental and nonenvironmental sections, respectively.

- Reference Guidelines
  • GRI Standards, Global Reporting Initiative
  • Environmental Reporting Guidelines 2012, Japan Ministry of the Environment
  • ISO 26000: Guidance on Social Responsibility

- Legend
  • “Nippon Telegraph and Telephone Corporation” is abbreviated as “NTT,” “Nippon Telegraph and Telephone East Corporation” as “NTT East” and “Nippon Telegraph and Telephone West Corporation” as “NTT West.”
  • In principle, notations for status of incorporation have been omitted from the names of NTT Group companies.
  • Figures in the numerical tables have been rounded and therefore may not necessarily add up to the total figures.
  • The names of companies, products and services are the registered trademarks or trademarks of each company.

- Third-Party Assurance
  NTT Group obtained third-party assurance from Sustainability Accounting Co., Ltd. with regard to indicators for the fiscal 2019 results of “Ensure Reliable Communications” and “Unite the Energies of Team NTT,” and for the indicators of CO₂ emission volumes (Scopes 1, 2, and 3), waste disposal volumes, and water intake (clean water) within the fiscal 2019 results of “Protect the Global Environment,” from the NTT Group CSR Priority Activities. (see page 009-010)
Scope of Disclosure

(A) Main companies
NTT, NTT East, NTT West, NTT Communications, NTT DOCOMO, NTT DATA, NTT Facilities, NTT COMWARE

(B) Domestic Group companies: 247 companies

(C) Domestic and overseas Group companies: 920 companies

(D) Main companies + operating companies
(Operating companies: 18 companies)
NTT East Group, 6 companies (NTT EAST-HOKKAIDO, NTT EAST-TOHOKU, NTT EAST-KANSHINETSU, NTT EAST MINAMIKANTO, NTT EAST SERVICE, NTT-ME)
NTT West Group, 5 companies (NTT NEOMEIT, NTT MARKETING ACT, NTT BUSINESS SOLUTIONS, NTT FIELDTECHNO, NTT BUSINESS ASSOCIE WEST)
NTT FACILITIES Group, 7 companies (NTT FACILITIES CHUO, NTT FACILITIES HOKKAIDO, NTT FACILITIES TOHOKU, NTT FACILITIES TOKAI, NTT FACILITIES KANSAI, NTT FACILITIES CHUGOKU, NTT FACILITIES KYUSHU)

(E) Companies subject to NTT Group plans to double the number of female managers
( (D) + the companies below)

* In cases where the scope of environmental performance statistics has not been specifically stated, they refer to domestic companies.