

London, 9th July 2014

To our stakeholders:

We recognise that a key requirement for participation in the UN Global Compact is the annual preparation and posting of a Communication on Progress (COP) that comprises of a statement of continued support for the UN Global Compact, a description of practical actions with regard to the principles of the UN Global Compact, and a measurement of outcomes or expected outcomes.

Due to changed requirements of our stakeholders as well as internal changes within the company, we have decided to align to our parent company's reporting cycle and use Ricoh Global Sustainability Report for submission as Ricoh Europe's COP. As our Global Report is published in December every year, we request to move our deadline to December. Our new COP report will be posted on the UN Global Compact website by 31st December at the latest.

Sincerely yours,



Hiroshi Osawa
Executive Vice President