

Komori Group Employee Code of Corporate Conduct

Basic Philosophy

The Komori Group is committed to exceeding all stakeholders' expectations through the course of its corporate activities—that is to say, the continuous pursuit of KANDO (all stakeholders' satisfaction beyond expectations). With this as the cornerstone for future progress and growth, the Komori Group aims to become a company that offers KANDO based on the following conduct guidelines. In doing so, the Komori Group wishes to preserve the trust and respect of all its stakeholders as well as to remain a company appreciated by society.

* "We" represents all Komori Group executives and employees, including full-time, part-time, temporary, non-regular staff, and dispatched employees.

I . General Protocol

1. Compliance with laws and corporate ethics policies, and international contribution

We will comply with all applicable laws and regulations within the countries where we conduct business (hereinafter referred to as "Laws & Regulations"), adhere to corporate ethics policies as the basis for promoting business, and will fulfill our duties in good faith by observing Laws & Regulations and corporate ethics policies in all aspects of our activities.

We will investigate and comply with Laws & Regulations and ordinances of each country and region, conduct appropriate corporate activities, and comply with international rules such as treaties in transactions.

We will strive to understand the history and social circumstances of each country and each region, and respect human life, culture, and customs.

We will contribute to the development of printing culture and technology in each country and region.

2. Compliance with internal regulations

We will comply with various in-house rules such as the Code of Corporate Conduct, code of behavior, and employment rules, and will do business in good faith.

3. Respect for human rights

We, based on the 'KOMORI Group Human Rights Policy' established in accordance with the 'International Bill of Human Rights' including the Universal Declaration of Human Rights and International Covenants on Human Rights and the 'ILO Declaration on Fundamental Principles and Rights at Work' by the International Labour Organization (ILO), which stipulates fundamental rights at work, strictly prohibit all forms of discrimination, including those based on race, religion, gender, age, nationality, violence, forced labor, child labor, and inhumane treatment. We also protect freedom of association, fair working conditions, and a safe working environment.

We will not engage in sexual harassment and power harassment, behavior that hurts the dignity of individuals such as bullying, and any other harassment acts based on gender, ex officio, status and so on.

4. Management of personal information

We recognize the importance of privacy and personal information well, whether it is received in paper or electronic format, and will manage it properly according to all applicable Laws & Regulations and internal rules in its collection, documentation management, use, and disposal. We will employ efforts to prevent loss, leakage and so on.

5. Relationship with stakeholders

We will maintain a fair, equitable, and transparent relationship, and conduct fair transactions with all stakeholders with an interest in our company.

6. Prohibition of conflict of interest

We will not act in any manner to profit ourselves, relatives, friends, or acquaintances against the company's legitimate interests, such as acts that compete with the company's business objectives and working for competing companies.

7. Accuracy of financial reporting

We will properly perform and keep accurate accounting records and financial reports related to our business activities in accordance with relevant Laws & Regulations, accounting standards, and internal rules.

We always strive for the accuracy of financial reporting and will not engage in any arbitrary accounting process or profit operation.

8. Early detection and prevention of unfair acts

If we suspect a violation of laws, regulations, or corporate ethics policies concerning our work, or if we receive consultations from employees regarding such violations, we will report or consult with our supervisors, the relevant department, or a whistleblowing contact point. Personnel engaged in whistleblowing duties shall ensure the protection of the privacy of the whistleblower and those cooperating with the investigation. Under no circumstances shall the whistleblower be subjected to any disadvantageous treatment due to their report.

9. Focus on internal audit

We will strive to improve the quality of operations by recognizing the importance of internal audits such as internal control audits related to financial reporting, account settlement audits, internal control audits related to basic functions of the company, and internal control audits related to compliance.

II . Relationship with Society

1. Contribution to Society

We will actively participate in social, educational, and cultural support activities, engage with local communities, and beautification activities, etc.

2. Endowment Act and Political Donation Regulations

We will comply with all applicable Laws & Regulations and will not conduct any acts that provide illegal political contributions or bribes. We will comply with Laws & Regulations and internal rules when making political donations or contributions.

3. Dissociation with Antisocial Organizations

We will avoid any direct or indirect relationships that could result in funding antisocial forces, and we will thoroughly sever any such connections.

4. Promotion of Global Environmental Protection and Conservation

We will promote global environmental protection and conservation based on all applicable Laws & Regulations at all stages of corporate activities, such as product development, production, sales, logistics, and service.

We will also request business partners to understand and cooperate with promotion of global environmental protection and conservation activities.

We will strive to reduce environmental risks and prevent environmental pollution.
We will promote enlightenment and education on the environment, strive to raise environmental awareness, and proactively transmit environmental information.
We will contribute to the realization of a sustainable society through participation and support in the promotion of global environmental protection and conservation activities.

III. Relationships with Customers, Suppliers and Competitors

1. Product Quality and Safety

We will strive to provide safe and superior quality products, technologies, and services. For that purpose, we ensure safety and superior quality at every stage from development to manufacturing, sales, and service as well as complying with related Laws & Regulations, business standards, etc.

When safety and quality problems are discovered, we will work with the people both internal and external to the company as well as affiliated companies to solve and prevent further problems

We will respond swiftly and accurately to any customer complaints or inquiries.

We will utilize customer suggestions and complaints to improve future quality and prevent complaints. We also will properly disclose necessary information concerning the above.

2. Free Competition and Fair Transactions

We recognize the importance of fair and free competition in the marketplace, observe the Antimonopoly Law and other relevant Laws & Regulations, and will not agree to unjustifiable transaction restrictions or unfair dealings.

3. Fair Transactions with Suppliers

We will maintain an equal, fair, and transparent business relationship based on open business relationships, and open dialogue with our business partners.

We will also encourage our business partners to comply with international laws and regulations as well as social responsibility.

We will not engage in any acts that require business partners to ask for money or special treatment by using the position of the client.

4. Prevention of Unfair Competition

We refrain from the acquisition of third-party company secrets or other confidential information through fraudulent means under any and all circumstances.

5. Entertainment and Gifts

We will prevent bribery and corruption and ensure honest and fair business practices. We do not accept or offer gifts, entertainment, payments, or other benefits that are socially inappropriate and may be perceived as preferential treatment or future rewards. We will not offer gifts, entertainment, payments, or other benefits to public officials, including government officials and foreign public officials. We act with caution and due diligence in accordance with internal rules, and we do not engage in activities that violate laws related to public officials, including those in foreign countries, national public service ethics regulations, and similar laws related to local public officials in our country.

6. Strict Management of Import and Export Activity

In terms of international fair trade, peace, and security maintenance, we will comply with domestic and international laws and regulations, such as foreign exchange law, foreign trade law, etc. in import / export transactions of products, parts, technology, and services.

7. Fair Publicity and Advertising

In promotional activities, we will strive to correctly communicate the characteristics of the products, and we will not express or display such as to mislead performance, quality, or price.

IV. Relationships with Shareholders and Investors

1. Disclosure of Operational Information

In accordance with relevant Laws & Regulations, we will disclose reasonable corporate information on management content, business activities, etc. in an appropriate time and manner

We will actively communicate with a wide range of stakeholders, including shareholders and investors, consumers, employees, local communities, etc., to enhance the transparency of our corporate activities and fulfill accountability.

2. Prohibition of Insider Trading

We will not conduct insider trading, such as buying or selling shares of our company or affiliated parties, or any other similar acts using important undisclosed non-public internal information that we obtained from our business position, such as financial figures, capital increase, mergers, etc. Also, we will not disclose the above information to the public or any third parties, including family members.

V. Handling of Corporate Assets

1. Corporate Confidentiality Management

We will properly manage confidential information such as sales, technology, management, personal information, etc. (all business information not disclosed outside the company) according to all applicable Laws & Regulations and internal rules.

We will not bring out, use, or disclose the confidential information of any party, during employment or anytime thereafter, including resignation or retirement, without prior permission, regardless of its form (i.e., electronic or paper).

When we obtain information, we will obtain it legitimately from a person with the authority to disclose.

2. Security of information

We will take appropriate measures to properly manage information securely according to all applicable Laws & Regulations and internal rules to ensure that leakage, theft, or falsification by others will not occur.

3. Appropriate Use of Corporate Assets

We will make efficient use of company assets and will not use or remove any assets from the company's premises except for business purposes.

We will manage tangible and intangible company assets properly to prevent damage, theft, etc.

4. Appropriate Use of Information Systems

We will use the company's information system and its related equipment for business purposes only, and not for personal use.

We will use the company's information assets such as software and intellectual property for business purposes only, and not for personal use.

5. Protection of Intellectual Property Rights

We respect the intellectual property rights of others such as patent right, utility model right, design right, trademark right, copyright, know-how, etc., and do not acquire or use them illegally.

We will endeavor to preserve the intellectual property of the company, such as applying for a patent, trademark, or copyright application promptly for the intellectual property that our company has created.

We will properly manage, maintain, and license our intellectual property so that it will not be illegally used by others.

We will make effective use of our intellectual property.

VI. A Safe, Healthy, Rewarding Workplace

1. Health and Safety Management

In order to protect the health and safety of our workers, we will employ measures to ensure the safety of our facilities and endeavor to eliminate hidden hazards in the workplace.

We will comply with all applicable Laws & Regulations and internal rules at each location and conduct safe work.

We will properly manage working hours and try to prevent the occurrence of mental and physical issues due to overwork and so on.

We will always comply with traffic-related laws and regulations and practice safe driving techniques.

2. Formation of a Vibrant Workplace

We will make efforts to facilitate smooth communication and to create a bright, vibrant, and fulfilling workplace environment.