

**Mizkan Group**

# **COMPLIANCE GUIDELINES**

# INTRODUCTION

The Mizkan Group views compliance as not only adhering to laws and regulations, but also as refraining from transactions or activities that may be deemed dishonest or unfair, while considering from the perspectives of all our stakeholders and even those of the other parties to the matter.

The “Mizkan Group Compliance Guidelines” were established with the aim of ensuring all Mizkan Group officers and employees are aware of and fulfill their obligation to consistently act with accountability from the perspective of legal compliance, fairness, and ethics.

These guidelines have been adopted by the Board of Directors of the Mizkan Group (the Board of Directors of Mizkan Holdings Ltd.) as

the fundamental code of conduct for daily operations. Furthermore, we believe it is necessary to act in accordance with the laws and ethical standards in the countries and regions where the Mizkan Group conducts its business.

We will conduct our business activities with fairness and integrity, accepting the presence of diverse values and dealing with each stakeholder sincerely, as members of the Mizkan Group who act in line with the Two Principles of our corporate philosophy as we strive to realize “Bringing Flavor to Life.”

The Mizkan Group is deeply committed to compliance. Only by acting in a compliant manner can we ensure Mizkan Group continues to be a trusted and valued organization, by our customers, suppliers, employees and society.

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Mizkan Group Compliance Guidelines apply to all group company officers and employees.

When this code refers to “we” or “company,” it means all business units and subsidiaries of our group companies worldwide.

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## Respect Human Rights

We will respect human rights in our corporate activities.

We provide equal opportunities for everyone and do not tolerate discrimination based on race, ethnicity, national origin, sex, age, religious or political belief, disability, marital status, parental status, sexual orientation, gender identity, or any other legally protected reason.

We do not tolerate forced labor,

overwork, below-minimum-wage labor, child labor, harassment, or unfair treatment.

We comply with the laws and regulations in each country and region where we operate and strive to ensure appropriate working environments, fair working conditions, guaranteed minimum wages, and respect for the rights to engage in freedom of association and collective bargaining.

## **Create a Safe and Secure Work Environment**

We will comply with labor and workplace safety laws and regulations and seek to enhance safety awareness throughout the workplace with the cooperation of all staff.

Furthermore, we emphasize both physical and mental health, to create a safe and secure work environment while encouraging work-life balance.



## **Ensure the Quality and Safety of our Products and Services**

We will continue to put our customers first and strive to provide safe and satisfying products and services to deliver peace of mind to our customers.

We will comply with all laws and regulations regarding quality and safety, provide information with transparency and fairness, and strive for continuous improvement of our products and services by listening to customer feedback.

## **Environmental Conservation**

We will establish systems to comply with environmental laws and regulations and seek to reduce adverse environmental impacts throughout our supply chain.

We will continue to challenge ourselves to improve environmental and social sustainability in all our business activities.

## **Compliance with Competition/Antitrust Laws**

We comply with the applicable competition/antitrust laws in each country and region where we operate, and we do not engage in any actions that aim to monopolize markets, improperly collaborate with other enterprises, or hinder fair and free competition.

## Bribery and Corruption

We do not engage in bribery or corrupt practices anywhere in the world, such as offering improper payments, entertainment, gifts, or other economic benefits to public officials or those in equivalent positions.

Furthermore, if we do offer payments, entertainment, gifts, or other economic benefits to business partners, etc., we will do so only to the extent deemed reasonable in terms of business practices and social customs, while

complying with all applicable laws.

# Conflicts of Interest

We always act in the best interests of the company, and do not engage in actions that create, or create an appearance of, conflict of interest with the company.

We will not have any relationships that could compromise our ability to act in the best interests of the company, such as collusive relationships with business partners. Furthermore, as a company or as individuals, we do not offer or accept improper payments, entertainment, gifts,

or other benefits.

# Confidentiality, Data Privacy and Security, and Intellectual Property Rights

We will properly manage the company's confidential information in accordance with internal rules and will not use it for purposes other than the company's business objectives. We will honor our confidentiality obligations to our suppliers, customers and other parties with whom we do business.

We will properly obtain, use, provide, and manage personal information in accordance with laws, regulations, and internal rules to ensure it is used

properly and not leaked to third parties.

We recognize that the company's intellectual property rights are important assets and will maximize their use for the company's growth. Furthermore, we respect and do not infringe upon the intellectual property rights of third parties.