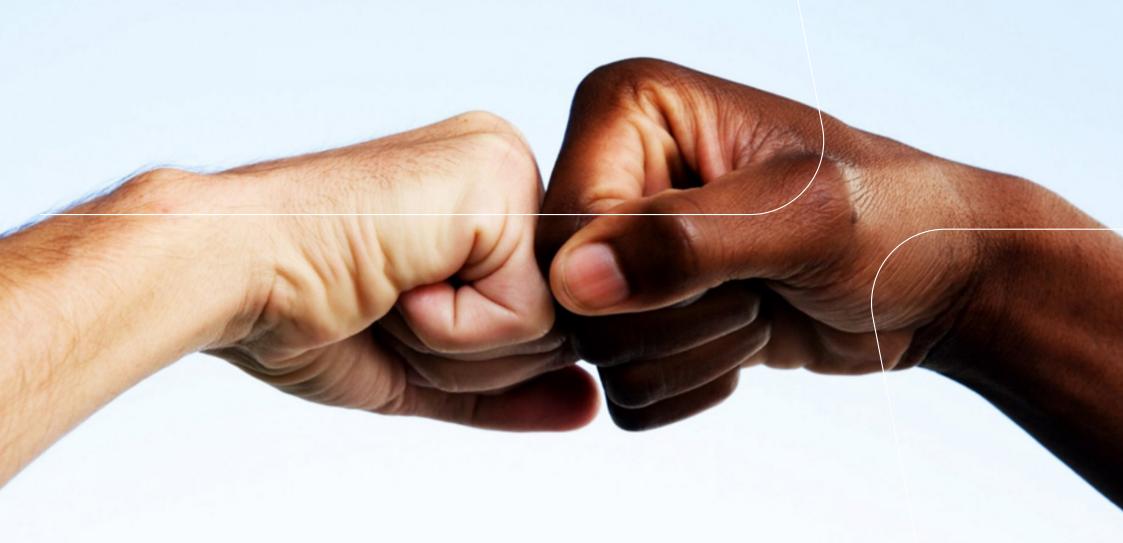
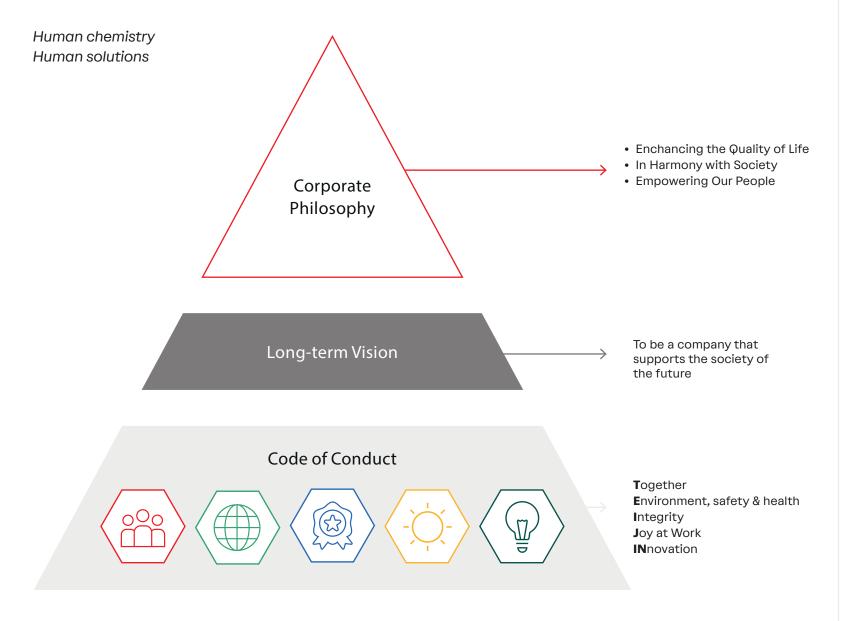
## **Code of Conduct**

March 2024



**TEIJIN** ARAMID

## **Brand Statement**



#### **Brand Statement**

A concise expression of the value and corporate stance we promise to our stakeholders.

#### **Corporate Philosophy**

The reason for our existence, our social mission, and management's highest ideals.

#### **Long-term Vision**

What we aim to be.

#### **Code of Conduct**

The standard for action that aligns with our corporate philosophy.

## **Code of Conduct**

## Together

We are united in building shared, sustainable value through mutual respect for our unique differences.



## \_





We put the global environment, human safety and health as our top priorities when conducting business.

## **J**oy at Work

We are committed to building a fulfilling and joyous workplace, where each of us is passionate about our work



## ntegrity

We act with integrity in compliance with laws and regulations, and show respect for human rights and local communities in which we operate.



## **IN**novation

We challenge ourselves for transformation, and provide innovative solutions, anticipating the needs of our customers and society.

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## Foreword from the CEO of Teijin Aramid

With pleasure, I present our Code of Conduct. A document that outlines our values and how we collaborate with each other, our partners, and society. The Code of Conduct serves as a guide for ethical behavior, integrity, and taking responsibility. By prioritizing our values Passion, Unity, Respect, and Excellence (PURE), we are committed to creating a better world. A world where sustainability is at the core, and we collectively care for future generations. These guidelines complement the legal requirements that must always be adhered to. I invite everyone to review and keep the Code of Conduct handy when faced with dilemmas.

#### **Materializing ambitions**

Our ambition is to continuously strive for improvement, not only in delivering high-quality products and services but also in fostering a culture of growth and development. We encourage our employees to embrace challenges, follow their hearts, pursue their ambitions, and learn from both successes and setbacks. We also value open-mindedness, welcoming diverse opinions and ideas while being willing to learn from one another. Ambition is the driving force behind everything we do, as we believe genuine fulfillment and success stem from a deep-rooted passion for our work.

Together, we work towards making a positive impact on the world and turning ambitions into reality.



## **Use of the Code of Conduct**

## Our Code of conduct principles

- It applies to all parts of Teijin Group, all over the world
- It is easy to read
- · It is easy to understand
- It is directly relevant to our daily operations
- It is linked to the SDGs

## The Code of Conduct summarizes the key points for all Teijin Group employees.

Although Teijin Group has several different workplaces and our people have diverse roles and responsibilities, we all have a common goal: to realize the Teijin Group Corporate Philosophy.

To do this, we follow the Teijin Group Code of Conduct, which forms the foundation of our daily actions.

## As a step toward our Corporate Philosophy, we have a long-term vision:

to enhance quality of life, we believe our business activities should support the society of the future.

In 2011, Teijin Group signed the United Nations Global Compact, which encourages companies to demonstrate responsible and creative leadership. Teijin Group's business plan is designed to contribute to the achievement of the Sustainable development goals (SDGs) adopted by the United Nations General Assembly in 2015. You may wonder how your day-to-day work can have an impact on solutions for major global issues. However, we should all keep in mind that it is our daily activities that characterize our company. Therefore, to demonstrate how everybody's work contributes to fulfilling our Corporate Philosophy and to solving important social issues, we have included references to the relevant SDGs. in each section of this Code of Conduct.

The content of this Code of Conduct will be reviewed and updated by Teijin Aramid, based on the experiences and practices of every employee, so please let us know if you have any questions or feedback. Your input will help us improve this Code of Conduct and make sure it is a valuable resource for everyone.

#### All SDGs





































## The Teijin Group Corporate Philosophy

The starting point of the Code of Conduct is Teijin Group's corporate philosophy. It describes the ideals we have and the values we uphold. Our corporate philosophy is an important compass in everything we do.

# Enhancing quality of life

Teijin Group's purpose is to enhance quality of life. We do this by combining our creative abilities with our insight into human nature and needs.

- The term "quality of life" characterizes
  most of the positive aspects of human life:
  the security of material well-being, good
  health, and peace of mind; the happiness
  and satisfaction gained from rewarding
  work, enjoyable activities, and daily human
  contact; and a sense of affection and due
  respect for all living things.
- We believe the ultimate goal of any enterprise should be to help people realize and maintain a high quality of life. We aim to reach this goal by developing creative technologies and by setting and meeting the highest standards in marketing and other areas of our business.

# In harmony with society

Our aim is to grow and evolve in harmony with the progress of society, justifying the trust placed in us by our shareholders, our customers, and the general public. To this end, we prioritize safety and the environment.

- Our enterprise is just one member of the society we are part of. Accordingly, we look to maintain harmony with others in our society as we work to grow our business. We also offer innovative products and services and new lifestyle ideas that enhance people's quality of life.
- In line with our commitment to being fair and open, we engage in meaningful dialogue with society, listening to the public and responding effectively.
- Enhancing quality of life for all depends directly on caring responsibly for the environment. This is a top priority for us when we develop our products and services and when we carry out our everyday manufacturing activities.

# Empowering our people

We encourage our employees to use and develop their abilities as much as they can. Our corporate community includes people with a wide range of abilities and personalities, leading to better creativity and innovation.

- We empower our people to improve their own quality of life by providing challenging and rewarding work that leads to high achievement.
- Among our many resources (well-trained personnel, capital, facilities, technologies, information, brand, corporate culture, etc.), our people are the most important. We aim to maximize everyone's potential through fair and impartial evaluation and treatment.
- We believe maintaining the status quo means accepting eventual decline. An enterprise can only grow and evolve through continuous creation and innovation. We value and encourage employees who not only work on the tasks of today but also anticipate, harness, and overcome the challenges and possibilities of the future.

## The Teijin Group Code of Conduct

We, Teijin Group, including its officers and employees, act according to our conscience, to improve quality of life for all stakeholders.



Together

We are united in building shared, sustainable value through mutual respect for our unique differences.

- We accept our diversity in terms of race, religion, sex, gender, and cultural background, and we respect each other's personality and character.
- We appreciate different opinions and perspectives and engage in honest discussions for better conclusions.
- We use our internal and external partnerships to create products and services that help society's sustainable development. As good corporate citizens, we contribute to society, evolving together with our local communities.



Environment, safety & health

We prioritize the global environment and human health and safety when conducting business.

- We seek to protect the environment and reduce the environmental burden in every part of our business; including research and development, procurement, production, logistics, sales, use, recycle, and disposal.
- We put human life first in every step of our business. We strive to provide a safe work environment and protect our physical and mental health. We also provide our customers with safe and trustworthy products and services.



**Integrity** 

We act with integrity, comply with laws and regulations, and show respect for human rights and for the local communities in which we operate.

- We respect human rights and do not tolerate discrimination or harassment in any part of our business or supply chain. We also maintain accountability by conducting our business in a way that wins the trust of local communities.
- We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.
- We respect and/or protect fair trade, accurate records, reports, and documentation, timely, appropriate, and fair disclosure, intellectual property, personal data and confidential information, whistleblowing, and security export control.
- We do not allow for anticompetitive behaviors such as cartels, corruption such as bribery, insider trading and market manipulation, money laundering and terrorism financing, and dealing with antisocial forces.



Joy at work

We are committed to building a fulfilling and uplifting workplace, where each of us is passionate about what we do.

- We accept each other's roles and contributions. We also trust and help each other to create a work environment where everyone can feel safe and inspired.
- We pursue new possibilities for our teams and actively support the growth of our colleagues.
- We contribute to society by sharing the benefits, goals, and purposes of our work.



**INovation** 

We challenge ourselves to provide innovative solutions, anticipating the needs of our customers and society.

- We observe changes in our world and anticipate the needs of the society of the future.
   As bold innovators, we create revolutionary products and services.
- We produce better ideas, technologies, and processes by listening to people's diverse opinions and perspectives. We transform ourselves by thinking outside the box.

Established: June 17, 1993
Last updated: June 15, 2018
Additional explanation: April 1, 2019
The Code of Conduct is reviewed
during every midterm management
review and revised when necessary.

## **TEIJIN** ARAMID



# Together





## **01. Diversity and Inclusion**



It is essential that we respect the diversity that exists in society. We can achieve this through constructive dialogue between people with different perspectives and backgrounds.

#### How we behave

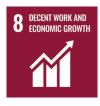
- We accept and encourage the inclusion of diversity in race, religion, sexuality (sexual orientation, sexual identity, sexual expression, and sexual characteristics) and cultural background.
- We respect personality, individuality, and diversity. We actively promote an atmosphere that encourages our people to express themselves and show what they can do.
- We create ideas and solutions by working with different people who have different perspectives. We realize outside-the-box solutions by engaging with people from diverse cultures and backgrounds, helping us look beyond traditional approaches.

#### **Together**

We accept our diversity in terms of race, religion, sex, gender, and cultural background, and we respect each other's personality and character.

We appreciate different opinions and perspectives and engage in honest discussions for better conclusions.









## 02. Partnership



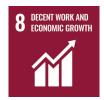
Internal and external partnerships are key to better creation and problem-solving.

#### How we behave

- We, as individuals or groups, establish global partnerships with parties and organizations inside and outside the company.
- We create new value through partnerships with internal and external stakeholders.
- We solve major social issues and contribute to the realization of the SDGs by creating and offering products and services that contribute to the sustainable development of society.

#### **Together**

We use our internal and external partnerships to create products and services that help society's sustainable development.









## **03. Social Contribution**



To realize our Corporate
Philosophy and support the
society of the future, we
need to provide products
and services that offer new
value and contribute to the
sustainable development of
our world. To do so, it is
important to use some of our
profits to benefit society.

#### How we behave

We appreciate our local communities and act as one of their members.

- We contribute to regional development by expanding employment, providing investment, and paying local taxes.
- We help society solve major social issues through our work.
- We help society directly through, for example, corporate patronage for arts and culture, donations, and volunteer activities.

#### **Together**

As good corporate citizens, we contribute to society, evolving together with our local communities.













# Environment, safety & health





## **04. Earth Friendly**



Our daily operations are planned and carried out so our impact on the planet and our environment is reduced as much as possible.

#### How we behave

- We carry out environmental protection and raise awareness, interacting with regional and international communities and complying with environmental laws and regulations, such as those on preventing pollution.
- We take actions to reduce the negative impact of our work on the environment (such as reducing greenhouse gas emissions), we conserve energy and resources, and we strive to reuse industrial by-products rather than letting them become waste.
- We manage biological and chemical substances appropriately and ensure we will
  not cause damage to the environment or to people's health by using them in our
  operations.
- We evaluate our products' total environmental impact, considering their entire life cycle and any negative impacts on the environment. In addition, we reduce risks to human and environmental health by assessing all dangers at the planning stage of business projects.

#### **Environment, safety & health**

We seek to protect the planet and reduce our environmental impact in every part of our business, including research and development, procurement, production, logistics, sales, recycling, and disposal.













## **05. Safe and Healthy Work Environment**



We have strong disaster prevention systems in place and we create a safe and healthy environment through all stages of our business activities (such as research and development, procurement, manufacturing, distribution, and sales).

#### How we behave

#### **Disaster prevention**

- We carry out daily disaster prevention checks and review our day-to-day operations to minimize risks to our neighbors and users of our services.
- We have rapid emergency response procedures to limit the spread of damage, for example by following the emergency response manual reporting procedures, investigating the cause, and disclosing required information as quickly as we can.

#### Labor safety and health

- We acknowledge that eliminating labor accidents is our responsibility to society. We aim for a safe working environment to avoid such incidents.
- We review our employees' working conditions in order to limit long hours and improve our colleagues' mental health and working environment.

#### **Comply to Local Laws & Regulations**

Teijin Aramid shall comply fully with laws, governmental regulations and instructions, has all required permits in place and maintains a healthy relationship with governmental institutions.

#### Notes

We value health and safety very highly. It goes without saying that our employees make up one of the most important stakeholder groups in our business. We cannot expect the company to grow if we do not provide a safe and healthy working environment. Through our disaster prevention measures, we can directly protect people's lives. To comply with laws and regulations and conduct business activities smoothly, we have established regulations, guidelines, and standards based on the Teijin Group Basic Policies on Environment, Safety and Health (ESH) and the Teijin Group Environment, Safety, and Health Rules.

#### **Environment, safety & health**

We put people first throughout our business, providing a safe work environment and protecting our physical and mental health.





## 06. Resilience



Our business operations are resilient to sudden accidents or incidents such as natural disasters.

#### How we behave

#### **Basis of action**

We protect ourselves and our family members above all when significant incidents or natural disasters occur. When we and our families are safe, we look to protect our workplace and our society.

#### **Emergency response plans**

We create emergency response plans by predicting risks in our daily business operations (in areas such as procurement, manufacturing, logistics, and business activities) and we work out how we will keep the business going in an emergency. It is important that we have back-up options ready in advance, because it might be difficult to find alternative solutions in an emergency situation.

#### **Emergency response training**

We hold regular training so that in a real emergency we can act quickly and properly, collecting emergency-related information and activating an emergency response plan.

#### Notes

Creating a Business Continuity Plan (BCP) and preparing for sudden accidents and incidents will show that we take our responsibilities to our customers, business paratners, and other stakeholders seriously.

#### **Environment, safety & health**

We put people first throughout our business, providing a safe work environment and protecting our physical and mental health. We also provide our customers with safe and trustworthy products and services.





## **07. Product Liability and Quality Assurance**



We work hard to make sure our products and services are reliable and safe.

#### How we behave

- We ensure the safety and quality of our products and services throughout all of our processes (from research and development to manufacturing and processing, distribution and sales, and disposal). Most of all, we put safety first.
- We do safety and quality assessments of our products and services based on the Teijin Group Regulations for Group Product Liability and Quality Assurance. We also review the safety and quality of products and services that are already on the market, as necessary.
- We report complaints and incidents relating to our products and services to supervisors and to the Product Liability/Quality Assurance lead of each business group, in line with our reporting criteria.
- We comply with product liability laws and any other laws and regulations on products and services globally. Also, we comply with the details of contracts we sign with other stakeholders.

#### Notes

Our activities are based on us complying with laws and regulations, ensuring quality guarantees to our customers, and providing safe products and services. If we have problems with product quality and/or safety, we will damage both our reputation and our financial results.

#### **Environment, safety & health**

We provide our customers with safe and trustworthy products and services.





## **TEIJIN** ARAMID







## **08. Human Rights**



Human rights are an international matter and we make sure our business operations do not cause vulnerable people to suffer.

#### How we behave

- We comply with our Teijin Group Human Rights Policy.
- We agree with the United Nations Universal Declaration of Human Rights, the United Nations Global Compact, and international human rights standards. We respect the rights of the people who are connected with our business activities.
- We do not allow any child labor, forced labor, or employment discrimination in our business. We also ask others we work with to accept these principles and cooperate with us to uphold these rights.

#### Integrity

We respect human rights and do not tolerate discrimination or harassment in any part of our business or supply chain. We also maintain accountability by conducting our business in a way that wins the trust of local communities.

We comply with applicable laws and regulations in every country and region where we do business, furthermore we respect internationally accepted principles.







## 09. Anti-Harassment



We do not tolerate harassment at Teijin Group and we avoid and resolve issues of discrimination.

#### How we behave

- We look out for cases of discrimination or harassment happening in our workplace. If we find such cases, we act quickly to protect the rights and privacy of the victim(s).
- We review our actions to make sure they do not lead to discrimination and harassment.
   We protect the identity of whistleblowers and do not allow any harassment against them.
- We keep control of our emotions and avoid acting impulsively.

  By staying calm, we also look into the root causes of our emotions.

#### Notes

Discrimination or harassment is disrespectful to a person's dignity, damages our work environment, and restricts the victim's ability to do its job well. Teijin Group does not allow any acts of discrimination or harassment. When they do occur, we resolve them promptly, protecting the rights and privacy of the victim(s). We report illegal activities or ethical violations to our superiors. We also protect whistleblowers from retaliation (such as any attempt to identify the whistleblower or any actions against them).

#### Integrity

We respect human rights and do not tolerate discrimination or harassment in any part of our business or supply chain. We also maintain accountability by conducting our business in a way that wins the trust of local communities.

We comply with applicable laws and regulations in every country and region where we do business, furthermore we respect internationally accepted principles.







## 10. Accurate Records and Fair Disclosure



We share information appropriately and follow the right procedures when handling and storing records and data.

#### How we behave

- We record and report all significant and necessary information to run our businesses accurately, efficiently, and appropriately.
- · We store records appropriately.
- We follow the fair disclosure principle. We disclose critical information related to management and business activities, and we do this correctly and in a timely way.
- We handle inquiries from outside parties in line with the principles below:
  - » We accept requests for interviews or inquiries unless there is any reasonable justification not to.
- » We make announcements based on genuine facts.
- » We respond honestly that we are not at liberty to disclose information, if this is the case.
- » We do not, when providing information, discriminate based on who makes the request.
- We pay attention to opinions, information, and requests that come from various stakeholders (e.g. shareholders, business partners, consumers, and local residents) and we respond in good faith.
- We protect whistleblowers from internal or external retaliation, including from our employees and business partners, and we respond carefully and appropriately to stop whistleblowers being harmed.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.

#### We respect and/or protect

- Accurate records, reports, and documentation.
- Timely, appropriate, and fair disclosure, and
- · Whistleblowing.





## **11. Intellectual Property**



We acknowledge the importance of intellectual property. We strive to protect our own intellectual property and make sure we do not misuse that of others.

#### How we behave

- We report new inventions to our superiors and promptly put in place protections for intellectual property. Teijin Group will recognize the creators of the intellectual property fairly.
- We obtain copyrights and trademarks and manage them following rules and regulations related to those rights. We also refrain from harming the intellectual property of others.
- We manage confidential information (whether it belongs to us or other parties)
  by following rules and regulations such as the Teijin Group Guidelines for Group
  Management of Trade Secrets. We set up non-disclosure agreements with other
  parties when we need to share confidential information. We also sign and comply with
  such agreements set up by other parties in order to receive onfidential information
  from them.
- We respect intellectual property and do not infringe on, obtain, or disclose the intellectual property of others inappropriately. If others misuse our intellectual property, we tell our superiors and consider counter-measures.
- We decide whether we should patent our technical inventions based on the best interest of our company. If we choose not to, we will consider these inventions our trade secrets, and will carefully store and manage them to prevent information from being leaked. Teijin Group will also recognize these inventors fairly.

#### **Notes**

"Intellectual property" is an intangible asset resulting from creative activities such as works of art, computer software, and semiconductor integrated circuit layouts. Intellectual property can also include knowhow, technology, sales information, trade secrets managed by a company, business names, and internet domain names. "Intellectual property rights" are the rights associated with such assets, including patents, new ideas, design rights, trademarks, and copyright.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.

#### We respect and/or protect

• Intellectual property.





## 12. Protecting Privacy and Personal information



We respect the importance of personal information by properly managing and protecting personal information.

#### How we behave

#### **Respecting the Privacy Policy**

We acknowledge the basic principle of protecting personal information as outlined in the Teijin Group Privacy Policy. We also comply with other related rules and regulations to protect personal information.

#### Handling of personal information, including that of our customers and third parties

We collect and use the personal information of our customers, suppliers, and other partners, making sure we disclose how we will use their information. We handle all personal information with the utmost care and sensitivity, and we only use it for the purpose we originally meant it for.

#### Handling personal information of our employees

We collect and use the personal information of Teijin Group employees (e.g. details on salary information, employment history, healthcare history, disabilities, address, phone number), but we use this information only for employment management. We do not collect personal information that could lead to discrimination, such as information on a person's religious or political beliefs. We treat our people's personal information as confidential, and share details only when necessary for our business.

#### Comply to Local Laws & Regulations

Local Laws & Regulations may limit information which can be collected by the employer.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.

#### We respect and/or protect

Personal data and confidential information.





## 13. Information Security and Protection



We aim for full information security throughout the company, complying with rules and regulations for keeping information safe.

#### How we behave

#### Importance of corporate information

We view our company's information as an asset. We constantly check the importance of the information we deal with, and we carefully decide how to handle it.

#### Our employees and information security policies

We know all our people are key to high-level information security, and we understand and follow Teijin Group's information security rules and regulations. Please see the Teijin Group Information Security Handbook, a booklet summarizing our policies and rules.

#### Safe provision and use of information systems

We take the security of all our information systems very seriously, and know to use computers and other devices safely and to manage system access and passwords properly. We make sure information is stored appropriately depending on the level of importance. We also keep our software and systems fully up to date so they are as secure as possible.

#### **Handling confidential information**

We deal carefully with confidential information (such as sales and technical information), to stop leaks. Confidential information is kept in properly managed servers, safes, or locked cabinets with restricted access. We also avoid spreading information gathered by our business, and we do not share or post any information unnecessarily to any public media or social networks.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.

#### We respect and/or protect

Personal data and confidential information.







## **14. Export Control**



We obey the laws and regulations for security export control so products and technology that could be used for weapons or military activities do not reach people who might use them to threaten public peace and safety.

#### How we behave

- We recognize that some of Teijin Group's products are subject to international export controls. We comply with the laws and regulations for domestic and international export control.
- We check whether our products and technology are subject to international export
  restrictions, as set out in the Security Export Control Act. We confirm our end users'
  status and find out what our products will be used for before we export them, and we
  stop transactions if there are any concerns.
- We comply with all laws and regulations on security export control when our products are military-related. We also consult with Teijin Group HQ about these cases, to protect the brand, Corporate Philosophy, and long-term vision of Teijin Group.
- We obey all export laws and regulations by carefully checking the categorization and export requirements for everything we export.
- We export our products in line with the laws and regulations of security export control.
- We keep the required business records as evidence that we comply with security export control laws and regulations.
- We prepare internal rules and policies to comply with relevant laws and regulations.

#### **Notes**

Security export control means "to control (prohibit and restrict) our export activity (exportation of product and provision of technology) in order to achieve international peace and safety by preventing the spread of mass destruction weapons in the market and the excessive distribution of weapons". Each country has its own laws and regulations on security export control based on international frameworks, and coordinates exports with other countries. Companies and employees who break these laws and regulations (whether domestic or international) face administrative penalties and criminal charges.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.







## **15. Competition**



We do not engage in pricefixing or business-related discussions with our competitors.

#### How we behave

- We avoid contacting our competitors as a basic principle. However, when there is a
  legitimate reason to be in contact with competitors, we record these activities and follow
  antitrust rules and regulations to avoid activities that could be considered price fixing (such
  as cartel operations).
- We do not interfere with the resale price set by, for example, distributors who buy our products.

#### **Notes**

Fair competition laws protect the interests of consumers by maintaining free competition. Such laws are in place in many countries and regions where Teijin Group operates (such as Japan, the United States of America, the European Union, and China), and violations are strictly monitored.

For example, when competitors exchange information and form price adjustments or cartels, all countries affected would punish the companies involved. Although self-disclosure (leniency) programs encourage people to report violations, fines and settlements or compensation fees are rising sharply. Furthermore, in the United States of America, individual employees can face significant criminal penalties (such as fines and imprisonment) if they violate fair competition laws. Teijin Group complies with fair competition laws in every country and region where we do business.ether domestic or international) face administrative penalties and criminal charges.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.

#### We do not tolerate

Anticompetitive behaviors such as cartels.





## 16. Anti-Bribery and Anti-Corruption



We do not accept or offer any excessive gifts, meals, or entertainment outside the normal course of business. We also do not allow any bribery of public servants.

#### How we behave

#### Gifts, meals, and entertainment

- We do not provide gifts, meals, or entertainment to public servants (e.g. executives and employees of governmental agencies and similar public organizations).
- We do not provide excessive gifts, meals, or entertainment to sales or supplier partners (private businesses) during business operations.
- We do not allow gift giving, meals, or entertainment within Teijin Group or between subsidiary companies without the necessary approval.

#### **Donations**

- We assess the purpose, necessity, and impact of donations to communities, industry associations, and disaster recovery support. We act in line with the rules and regulations of each group company and of Teijin Group.
- We do not allow political donations. We follow Teijin Group's responsibility and authority regulations and other related rules and regulations.

#### Notes

While we acknowledge that providing or receiving gifts and entertainment can be part of relationships with business partners and other parties, Teijin Group follows ethical standards and avoids excessive gestures. We do not condone any kind of bribery nor any other illegal act, whether it is directed at a public or private entity.

#### **Guidelines**

- Do not participate in any form of corruption or bribery; do not make any suggestions to this effect, do not offer any bribes or ask for them, and do not accept or pay them.
- Only give or accept gifts with the right sense of proportions and within generally acceptable limits; in practice limited to ~50 Euros.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.

#### We do not tolerate

Corruption such as bribery.





## 17. Anti-Insider Trading



We penalize insider trading and the sharing of nonpublic important information with other parties.

#### How we behave

We withhold "insider information." If we obtain any insider information regarding Teijin Group or its partners or customers, we do not share it, nor do we make stock transactions linked to the insider information. Moreover, we do not use other personal connections (family, friends, etc.) to carry out such transactions.

#### **Notes**

Insider trading is "trading of a public company's stock or other securities based on nonpublic important information that affects the investor's decision, by individuals who are involved with generating the information or who are in a special position where he/she can easily access this information".

Insider trading is a criminal activity prohibited by the Financial Instruments and Exchange Act. The Teijin Group Rules of Employment penalize not only insider trading but also the sharing of insider information to a third party.

When projects are submitted to Teijin Group's board, Group Strategy Committee, and Group Management Committee, the Corporate Strategy Office of Teijin Limited identifies applicable insider information and notifies all relevant parties on a case-by-case basis.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.

#### We do not tolerate

Insider trading and market manipulation.





## 18. Fair and Transparent Transactions



We assess all transactions with customers and suppliers so all our business deals are fair and reasonable.

#### How we behave

#### **Relationship with customers and distributors**

We give accurate explanations of our products and services. When we offer rebates, commissions, discounts, or sales promotions, we make decisions following internal approval procedures.

#### **Relationship with suppliers**

We choose suppliers fairly and reasonably, following our internal purchasing standards, and we do not allow special treatment for any supplier. We judge each deal on its own terms by looking at all the conditions. We do not make arbitrary promises or obligations in our transactions, and we do not tolerate actions that could damage a transaction. We have established the Teijin Group Basic Policy for Purchasing and Procurement and ask our suppliers to follow this policy, to build CSR throughout the supply chain.

#### Relationship with group companies and subsidiary companies

We conduct fair deals between Teijin Group companies and our subsidiary companies in business activities such as manufacturing, sales, and research and development. These deals must be similar to external company transactions. We carry out our business under fair and reasonable conditions.

#### Notes

Teijin Group conducts business using fair judgment and principles, and does not give or seek unfair benefits. In our business, for products and services, we compare and evaluate transactions based on honest and legitimate negotiations and we follow correct procedures.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.

#### We respect and/or protect

· Fair trade.





# 19. Tackling Money Laundering, Terrorism, and Antisocial Forces



We reject all involvement of crime groups, terrorists, or other antisocial forces in our business and we ensure that what we do does not fund or benefit such groups.

#### How we behave

- We make sure our fund transfers are transparent and we never provide funds to antisocial forces.
- We understand that cash and cryptocurrency could fund money laundering and terrorism. We are not and will never be involved in any such transactions.
- We do not allow any relationships between Teijin Group and antisocial forces or organized crime groups, and take steps to prevent these groups from being involved in our business.

#### **Customer Screening**

Before we enter a new customer in our ERP system the customer is screened. Teijin Aramid uses a secured web-based application. The application Compliance Screening is screening names and or addresses against restricted party lists, so called sanctions lists. If the customer is on that list Teijin Aramid will not accept the new customer. Besides that, we receive notifications if an existing customer is placed on santion lists.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.

#### We do not tolerate

- · Money laundering,
- Terrorism financing,
- Dealing with antisocial forces.





## 20. Conflicts of Interest



We differentiate between our private and professional positions. We prioritize Teijin Group's interests when they conflict with our personal interests.

#### How we behave

#### **Choosing partner companies**

We do not let our personal relationships (with family or friends) influence our choice of partner companies.

#### Staff recruitment, allocation, and evaluation

We are professional in matters relating to staff, and we are not influenced by our personal relationships. We avoid evaluating or hiring people we know personally.

#### **Employment at companies outside Teijin Group**

We ask permission from Teijin Group before accepting a position as an executive officer for another organization while we are still employed at Teijin Group.

#### No misappropriation of company assets

We never misuse the company's assets.

#### **Notes**

We put Teijin Group's interests above our personal interests when there is a conflict. We avoid personal relationships (with family members or friends) with people or organizations we work with. Where we do have such a relationship, we are careful not to take advantage of it.

#### Integrity

We comply with applicable laws and regulations in every country and region where we do business, and we respect internationally accepted principles.





### **TEIJIN** ARAMID





## 21. Respect



We create a workplace where all our people feel safe and supported.

#### How we behave

#### Respect

We respect everyone's individuality. We think about what is important to others as well as to ourselves.

#### Trust

We build trust through kind, polite, fair, and respectful communication.

#### **Applause**

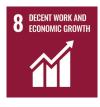
We acknowledge everybody's good work by applauding when appropriate. We share our goals and the joy of accomplishments with our colleagues, and we make sure no one is left out.

#### Speak up

We speak up when we have something to say that will help create a pleasant and rewarding workplace, where every employee is inspired and supported.

#### Joy at Work

We accept each other's roles and contributions. We also trust and help each other to create a work environment where everyone can feel safe and inspired.







## 22. Empower (Ignite)



We are all self-motivated and we work together to bring out the best in each other.

#### How we behave

#### **Self-leadership**

We all take clear responsibility for our own work. We realize our personal goals and dreams as well as helping our colleagues.

#### **Self-improvement**

We believe that keeping things as they are is not good enough. We need to come up with new ideas and creations to make progress, as a team and as individuals. We keep learning throughout our lives, and we aim high.

#### Co-creation

We support our colleagues' growth as well as our own. We empower our team by respecting everyone's diversity, and we help each other fulfill our potential.

#### **Outcome**

We understand that our services and products will have an impact on society ("outcome") and we use this knowledge in our daily work, individually and as a group ("output").

#### Joy at Work

We pursue new possibilities for our teams and actively support the growth of our colleagues.

We contribute to society by sharing the benefits, goals, and purposes of our work.







## **TEIJIN** ARAMID



# **INnovation**





## 23. Bold and Farsighted



We put our "THINK HUMAN" philosophy at the heart of our business for the next 100 years. We welcome change and we do not hesitate to challenge conventional thoughts or practices when necessary.

#### How we behave

#### **Culture of imagination**

We are imaginative and creative so we can identify what our society and customers need, before they know they need it.

#### Anticipate the needs of our future society

We predict changes and problems by picturing ourselves looking back from the future, and we think about how to handle new challenges and opportunities. We imagine how the world will be for future generations, and we plan for sustainable growth.

#### Continuous challenge

We work to change the world rather than waiting for it to change.

#### Long-term vision

We carry out our business while keeping in mind the long-term vision of Teijin Group ("a company that supports the society of the future"). We solve different problems in society by identifying key issues and using Teijin Group's strengths.

#### **INnovation**

We observe changes in our world and anticipate the needs of the society of the future. As bold innovators, we create revolutionary products and services.









# 24. Open Innovation



We actively collect information and skills from internal and external sources to add to our knowledge.

#### How we behave

#### **Variety of innovation**

We transform new ideas into solid business opportunities to be used throughout society. We create new products and services (product innovation) by finding new ways and methods to produce them (process innovation).

#### **Open innovation**

We encourage open innovation for business creation. We build broad networks, including external parties, to allow joint development and knowledge sharing instead of doing everything internally.

#### Collaboration among the divisions and departments

We share human resources and knowledge among our divisions and departments to help create new value. Working with other specialists in other teams can generate fresh ideas.

#### **INnovation**

We produce better ideas, technologies, and processes by listening to people's diverse opinions and perspectives. We transform ourselves by thinking outside the box.

#### **Relevant SDGs**









# **QHSE** policy

We set high standards for our way of working. We continuously improve our business processes.



We supply **safe, reliable and durable** products to our customers that meet the agreed specifications.

We comply with laws and regulations.

We use our QHSE system to **identify** and manage risks and learn from our mistakes.

# Health & Safety

We **take care** of each other and ensure a **healthy and safe workplace**.

We encourage a **safety culture** in which **open communication**, **mutual trust**, **feedback**, **ownership**, **respect and care** for each other are important characteristics.

We work according to agreed standards, regulations and specifications.

We ensure through **training** that everyone can **work safely and responsibly** and can continue to **learn and grow**.

## **Environment**

We contribute to sustainability and circularity and prevent negative consequences of our activities on people and the environment.

We are **transparent** about our **QHSE goals and performance** and discuss these both internally and externally. We are a **good neighbor**.



# Our way of working at Teijin Aramid

- Safety is top priority. Our Life Saving Rules prevail, always!
- We stop working when it is unsafe.
- We comply to our rules and agreements.
- We talk to each other about unsafe behavior.
- We lead by example.
- We report unsafe situations and help to resolve them.



Safety is our highest priority in the development and production of our materials.

**Peter ter Horst** CFO





# Traffic light model





# **Traffic light model**

Day to day, you may face situations that the Code of Conduct does not answer. When this happens, use your common sense and act in the spirit of the Code of Conduct, keep the interests of the company in mind, and use the traffic light model for guidance.

The goal is to be compliant. Compliance means acting fairly and properly when you do business and when you deal with other people. Keep an open mind, do what you have agreed on, and do it without cutting corners. When we follow these principles, we show we are a trustworthy company with high standards and values.

The traffic light model is a practical tool to help you make the right choice when you are not sure what to do. It's a guidance for putting the questions on the table when you have doubts about whether something is or is not allowed. The question you can ask yourself: 'Can I explain my decision to my partner and or my children?' Or 'If I would be invited to a talk show, will I be comfortable justifying the choice I made, or doesn't it feel quite right?' The model uses a three-color system: red, yellow, and green.

Green means 'Go' and red means 'No go'. Yellow is less clear: this is where you may face a dilemma. For these situations, follow these four steps:

- 1. Find out if guidelines apply locally or for the entire organization.
- 2. Ask your colleagues what they would do in this situation. It may be useful to compare opinions.
- 3. Compare the different possible options. For each one, ask yourself: 'Can I justify this decision?' and answer 'Yes' or 'No.'
- 4. Make an informed choice between 'Go' or 'No go' and tell your manager.





# **The Teijin Group Human Rights Policy**

In our Corporate Philosophy, we at Teijin Group affirm we will improve quality of life by combining our creative skills with our insight into human nature and needs. To respect every human's dignity and rights, which is crucial for realizing the Philosophy, we set out the following Teijin Group Human Rights Policy.

#### 1. Commitment

Acknowledging that it is our important corporate social responsibility to value human rights, we do our best to avoid direct or indirect (through external parties) involvement in any abuse of human rights.

#### 2. Foundational principles

We follow the fundamental principles described in the United Nations (UN) International Bill of Human Rights (the Universal Declaration of Human Rights, the International Covenant on Civil and Political Rights, and the International Covenant on Economic, Social and Cultural Rights), and the International Labor Organization Declaration on Fundamental Principles and Rights at Work. We respect the UN Guiding Principles on Businesses and Human Rights and the ten principles of the UN Global Compact.

#### 3. Responsibility

The Chief Executive Officer of Teijin Group takes responsibility for implementing this policy.

#### 4. Education and Training

We educate and train our corporate officers and our employees to make sure this policy is fully embedded in our business and carried out effectively.

#### 5. Due Diligence

We develop our human rights due diligence process to identify actual or potential negative impacts on human rights and to seek to prevent or mitigate such impacts.

#### 6. Remedy

When we recognize that we are directly causing or indirectly influencing adverse impacts on human rights, we discuss them with the relevant parties and address them appropriately.

#### 7. Disclosure and Dialogue

On our corporate website, we disclose the progress and outcomes of our efforts to respect human rights. We also engage in dialogue with our stakeholders about our efforts.



# The Teijin Group Global Environmental Charter

Aspiring to a sustainable society, and to fulfill the Teijin Group Corporate Philosophy to achieve environmental harmony and place the highest priority on safety and the global environment, we will:

## 1

Strive to preserve the global environment through promoting the effective use of resources and energy, and through reducing environmental impact.

## 2

Provide society with products and services that reduce environmental impact through the development of science and technology that prioritizes consideration for the global environment

# 3

Actively participate in social activities to preserve the environment by educating and raising the awareness of group employees and by cooperating with local communities where we conduct business.





# What are the Sustainable Development Goals?

The 2030 Agenda for Sustainable Development (the 2030 Agenda) was adopted by the UN Sustainable Development Summit in September 2015. It includes a set of 17 Sustainable Development Goals (SDGs, made up of 169 Targets) covering the years from 2016 to 2030, building on the success of the Millennium Development Goals (MDGs). The SDGs aim to put an end to poverty and realize a sustainable world. They are universal, applicable not only to developing countries but also to developed countries. The pledge of the SDGs is "no one will be left behind."

#### 1 Universality:

Japan will take further steps domestically and internationally in order to fully implement the 2030 Agenda. Domestic efforts have multifaceted effects that will help achieve international goals at the same time. Likewise, international cooperation is not merely a form of assistance abroad, but also has positive impacts on Japan's domestic prosperity. We should also note the significance of linking domestic measures with international cooperation to effectively address individual priorities.

#### 2 Inclusiveness:

The key phrase, "no one will be left behind," encapsulates the philosophy that underpins the 2030 Agenda, demanding action for all people, including children, youth, persons with disabilities, older persons, indigenous peoples, refugees, internally displaced persons, and migrants. Japan will pay due attention to the most vulnerable individuals in all of its efforts, both domestic and those implemented through international cooperation. In addition, the concept of human security will continue to be a guiding principle for Japan's development cooperation on the implementation of the SDGs.

#### 3 Participatory approach:

In addition to ensuring that no vulnerable people will be left behind in any of the measures, the Government of Japan will foster a participatory approach in which all stakeholders play a role in our efforts to build a sustainable society.



# What are the Sustainable Development Goals?

#### 4 Integrated approach:

As emphasized in the 2030 Agenda, the goals and targets of the SDGs are indivisible and their implementation should be carried out in an integrated manner. Accordingly, the Government of Japan will take an integrated approach to solve the issues related to the three dimensions of economy, society and the environment, while attaching importance to fostering interactions and synergies among various issues in each priority area. Measures shall be carried out in an integrated and organic manner, bearing in mind the significance of linking different priority areas.

#### 5 Transparency and accountability:

Transparency and accountability are important in ensuring the participation of all stakeholders. The Government of Japan will therefore ensure high transparency in the implementation of its measures and will publicly disclose assessments on the progress made on a regular basis to promote accountability. A list of concrete measures will be revised and updated based on the findings of these assessments."







# Integrity & Ethics and Speak up





# **Culture & Behavior – Integrity & Ethics within Teijin Aramid**

Teijin Aramid is a leading aramid company and wants to be the best high-performance fiber company for the world.

Acting with integrity is a prerequisite for that. Therefore, we encourage doing business with integrity and we stimulate appropriate behavior in our contacts with colleagues and external parties. We want everyone to feel safe and at home.

This requires constant attention and efforts. The Ethics Committee is in the lead. You are invited to think along.

Please visit the SharePoint Online site on Connect: Culture & Behavior – Integrity & Ethics. Here, you will find all information on the Integrity & Ethics policy, the Code of Conduct, the various Speak Up Channels (Counselors, Complaint Committee, Ethics Committee and Speak Up System), the Traffic light model, as well as links to the PURE values, Diversity & Inclusion and the (Social) Media Guidelines.



# Speak up

Speaking up enables us to protect our people, our company values, our stakeholders and society as a whole.

We understand that our employees will face questions, challenges or dilemmas during their work. Please do not hesitate to ask for help from colleagues or your manager. If they cannot help you with your question or if they are the cause of a problem, speak up.

We have installed various speak up channels that provide easy and safe ways to raise your concerns. Check the Culture & Behavior site on Connect for the Speak Up Policy with the explanation of all speak up channels (your manager, your HR Business Partner, the Counselors,

the Complaint Committee, the Ethics Committee and the Speak Up Systems) and what happens after you speak up. If you want to raise an issue anonymously, you can either use the Teijin Aramid Speak Up System or the Teijin Group Integrity Hotline.

#### Contact details:

#### Teijin Aramid Speak Up System



https://teijin.speakup.report/ en-GB/TeijinAramid/home

Teijin Aramid Company code: 104916

#### **Teijin Group Integrity Hotline**



https://ml.helpline.jp/teijin/index\_en.html

ID: teijin | PW: QOL



