

# IDEC Group

## Code of Conduct



IDEC CORPORATION  
IDEC SALES SUPPORT CORPORATION  
IDEC SYSTEMS & CONTROLS CORPORATION  
IDEC LOGISTICS SERVICE CORPORATION  
IDEC AUTO-ID SOLUTIONS CORPORATION  
IDEC FACTORY SOLUTIONS CORPORATION  
IDEC ALPS Technologies Co., Ltd  
IDEC CORPORATION (USA)  
IDEC IZUMI ASIA PTE LTD.  
IDEC ASIA (THAILAND) CO., LTD.  
IDEC CONTROLS INDIA PRIVATE LIMITED  
IDEC IZUMI TAIWAN CORPORATION  
IDEC TAIWAN CORPORATION  
IDEC IZUMI SUZHOU CO., LTD.  
IDEC HONG KONG CO., LTD.  
IDEC IZUMI (H.K.) CO., LTD.  
IDEC (SHANGHAI) CORPORATION  
IDEC ELECTRONICS TECHNOLOGY (SHANGHAI) CORPORATION



APEM SAS  
APEM Components LTD  
APEM Inc.  
APEM AB  
APEM GmbH  
APEM Italia Srl  
APEM Benelux  
MEC Aps  
SACEMA  
SAMELEC  
Contact Technologies UK Ltd  
MMI Technologies



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## Code of Conduct

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We have continued to welcome new group companies such as APEM Group. The following shows the positioning of “The IDEC Way,” newly established as a philosophy to guide the IDEC Group to becoming a truly global company, and the Code of Conduct. We reviewed and updated the Code of Conduct, while keeping the essentials carried over from the past, as specific guidelines in daily business, social and workplace activities that serve as complementary to our principles set out in “The IDEC Way”.

## The IDEC Way

### Our Vision Statement

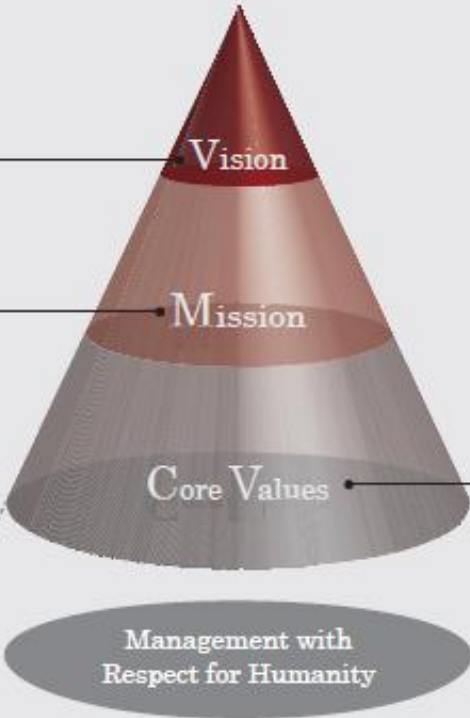
Pioneer the new norm for a safer and sustainable world.

We will drive the future of manufacturing by creating new possibilities and establishing new standards that will become the “new norm” of tomorrow’s world. Through our efforts, we envision a safer and more sustainable world, bringing happiness and peace of mind for all.

### Our Mission Statement

To create the optimum environment for humans and machines.

- Our mission is to make the point of contact where people interface with machines, easy, safe, and secure.
- We will introduce new products and services to respond to a diverse set of customer demands beyond those of our industrial customers, including increased safety, reliability, operability and environmental awareness.



### Our Core Values



#### Harmony

In Harmony with our co-workers, our customers, and society.



#### Passion

Joy in fulfilling our mission



#### Innovation

Take on new challenges and embrace change.



#### Integrity

Exhibit honesty, fairness and respect at all times.



#### Commitment

Be the person everyone can count on.

## Code of Conduct





## Human Rights & Working Environment

## We do

- Strive to create a work environment, and perform employment activity and recruit activity that respects the human rights of individual employees and promotes diversity, to allow every employee and person to work on a level playing field regardless of race, color, age, gender, sexual orientation, gender identity and expression, ethnicity or national origin, disability, pregnancy, religion, political affiliation, union membership, covered veteran status, protected genetic information or marital status.
- Adequately manage the working hours of employees, endeavor to ensure sound employment and working practices, and strive to create an employee-friendly workplace, which places prime importance on the health and safety of employees.
- Ensure that employees respect each other's basic human rights and strive to pursue self-improvement with their eyes focused on lofty goals. Likewise, the management strives to provide active support and assistance for such acts and efforts.
- Respect open communication and direct contact between employees and the management and the right of employees and labors under the applicable law.
- Comply with the applicable laws, including minimum wages, overtime, and legal benefit regarding compensation paid to the employees belonging to our group in consideration of living wages.

## We don't

- Engage in any form of misconduct, including leakage or improper use of information and discrimination resulting from such behavior, by strictly managing all the personal data related to all stakeholders we handle by complying with applicable laws and regulations existing in the countries where we operate.
- Force employees to work against their will, use child labor, or engage in slavery or trafficking of persons.
- Tolerate any form of harassment, including sexual and power harassment.
- Embezzle or use any of the properties for private purposes by properly managing company properties.





# Society and the Environment



## We do

- Strive to return profits to shareholders in a continuous and stable manner.
- Disclose to shareholders our corporate information, including our corporate mission, business plans and operating results, in a timely and appropriate manner, in order to fulfill our accountability as a public listed company.
- Disclose to the public our business activities, management philosophy, basic stance toward business, and status of legal compliance in a faithful and fair manner.
- Seek to reflect opinions from the public in our corporate activities, and thus aim to be a company trusted by the public.
- Comply with all applicable laws, regulations and standards regarding finance and accounting, and perform proper accounting procedures and issue accounting reports in a transparent manner.
- Conform to international norms and conduct all business activities including pollution prevention and waste reduction in consideration of environmental protection, and obtain and maintain all required environmental permits, authorizations and registrations.
- As a local community member and a global corporate citizen, actively engage in and support social contribution activities.
- With our basic concept of corporate governance being to ensure the transparency and efficiency of management for shareholders and all other stakeholders, promote management with emphasis on the transparency and efficiency of management.

## We don't

- Engage in business or any other relations with antisocial forces or groups that threaten the order and safety of civil society.
- Engage in illegal securities transactions, including stock trading, making use of undisclosed information acquired in the course of our job duties or business transactions.
- Use information to illegally offer any benefits or convenience to a third party.



# Business





## We do

- Engage in fair and free competition in sales activities.
- Engage in fair, impartial business transactions with suppliers and subcontractors. We also select suppliers and subcontractors based on appropriate methods and criteria for evaluation.
- Strive to enhance product quality by maintaining close cooperation and collaboration with a strong commitment to quality.
- In export and import transactions in products, technologies, services, etc., comply with all applicable laws and regulations and conform to the established procedures.

## We don't

- Infringe on the rights of others, by complying with laws and regulations on intellectual property and respecting the intellectual property rights of third parties.
- Engage in illegal or immoral conduct, including bribes, bid riggings, cartels restricting free competition, and restraints on the sales prices of goods we have supplied, by complying with relevant laws and regulations, including antimonopoly law, in any conduct that involves a conflict between the personal interests and the company's interests with professional integrity.
- Engage in bribery, unfair provision of benefits, misconduct, fraud, other corruption acts, money laundering, treat or embezzlement; have relationships as well as engage in business with antisocial forces.
- Treat our suppliers and subcontractors unfairly, taking advantage of our superior position.



#### IDEC Group Code of Conduct (Ver.4.1)

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2001 / 4 / 1 First version was published.

2004 / 10 / 1 Second version was published.

2008 / 2 / 1 Third version was published.

2020 / 8 / 7 Forth version was published.

Secretariat / Edit: Strategic Planning Division, Legal group

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