



Noritake Group's

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# Code of Ethics

*Noritake*





## **Corporate Motto**

Based on “The Noritake Creed,” the “Corporate Motto” was established in 1957 and has been practiced since its inception.

### **Good quality**

Making all-out efforts to manufacture the finest quality products

### **Export**

Pursuing internationalization and contributing to society from a global perspective

### **Co-prosperity**

Growing and developing together with society as a good corporate citizen

## **Noritake Group's Code of Ethics**

The Noritake Group's Code of Ethics (“the code”) applies to anyone who works for the Noritake Group. The code also applies to members of the board of directors and management of the Noritake Group.

The code consists of “Ethics Standards,” which specify universal rules, and “Standards of Business Conduct,” which provide specific guidelines for applying the “Ethics Standards” in daily business activities.

\*If applicable, local laws and regulations are more restrictive than the code; comply with those local laws and regulations.

# Ethics Standards

As a member of the Noritake Group, we are responsible for observing and practicing the following fundamental ethical principles:

## **Practice the corporate motto —“Good quality, Exports and Co-prosperity”**

Following the Corporate Motto, the Noritake Group shall develop high-quality products and services that satisfy our customers while paying sufficient attention to product safety and environmental impact. The Noritake Group shall be a good corporate citizen who contributes to society by providing such products and services worldwide.

## **Observe the laws, regulations, and social norms**

The Noritake Group shall abide by each country and region's laws, regulations, and social norms and engage in fair, transparent, and free competition. Without exception, the Noritake Group shall not associate with antisocial forces or organizations that threaten sound business activities.



## **Respect for human rights**

The Noritake Group shall recognize that the human rights of all people must be respected and continue to strive to uphold the dignity of anyone affected by our business operations.

\*Noritake Group resources

“NORITAKE Group Human Rights Policy”

## **Preserve the global environment and contribute to prosperous local communities**

The Noritake Group shall pursue the effective use of finite resources and implement environmental protection. The Noritake Group also contributes to the realization of prosperous local communities.

## **Disclose information to shareholders, customers, and local communities**

The Noritake Group shall communicate not only with shareholders but also with the broader community and actively and appropriately disclose corporate information to our stakeholders.

\*Noritake Group resources

“NORITAKE Group Sustainability Fundamental Policy”

# Standards of Business Conduct

The standards of business conduct were formulated to provide specific guidelines for important matters to apply the universal ethical rules that a company or an employee must observe in daily business activities.

## 1. Business activities

### 1) Fair and free competition

The Noritake Group understands that the competition in the marketplace must be based on the trust of our customers by comprehending the customers' needs and enhancing after-sales services as well as on the superiority of characteristics and performances of our products or services. In addition, we shall not engage in activities that restrict fair and free competition or actions that give rise to mistrust.

### 2) Ensure product safety

The Noritake Group is committed to providing products and services that are safe and reliable from a customer's standpoint. To ensure product safety, we observe relevant laws, regulations, standards, and/or voluntary standards throughout the product lifecycle, such as development, design, procurement, production, sales, and logistics. We shall also provide easily comprehensible labeling and user manuals to prevent potential accidents during the lifecycle, including disposing stage.

### **3) Prevention of damage expansion and reoccurrence of issues**

If a product/service-related issue occurs, the Noritake Group shall promptly release relevant information to consumers and take swift and appropriate actions to minimize damage or harm. We shall implement a thorough investigation to prevent reoccurrence as a preventive measure.

### **4) Maintain sound relations with business partners**

#### **(i) Relations with customers**

The Noritake Group may offer gifts or entertainment to our customers only within the extent of social norms. If, however, it is deemed to be likely to affect fair and free transactions, we shall not offer such gifts or entertainment.

#### **(ii) Relations with suppliers**

The Noritake group shall evaluate and select suppliers fairly and impartially, considering various conditions of transactions and their initiatives toward environmental and human rights issues. We shall not take advantage of our superior position to cause harm to suppliers or to demand benefits or favors. Any gifts or entertainment offered by suppliers shall be reported to supervisors. If the gifts or entertainment should be beyond the extent of social norms, we shall decline or return them.

# Standards of Business Conduct

## (iii) Relations with government officials

The Noritake Group shall respect and observe all relevant local laws and regulations when dealing with government officials and other public employees. No gifts or entertainment of any kind may be given to government officials and other public employees, directly or indirectly, without supervisors' permission.

## 5) Observe relevant laws and regulations

The Noritake Group shall conduct fair and sound business activities, observing all laws and regulations relevant to its business.

## 6) Respect and preserve intellectual property rights

The Noritake Group shall make the utmost effort to facilitate the creation and protection of intellectual property rights such as patents, utility models, designs, trademarks, copyrights, know-how, and trade secrets. In turn, we shall not infringe upon the intellectual property rights of others.

## 2. Relationship with employees

### 1) Respect human rights

The Noritake Group respects the rights of its employees. It engages in no unfair discrimination practices based on age, gender, birthplace, nationality, race, ethnicity, disability, religion, political opinion, creed, social status, sexual orientation, gender identity, or other personal attributes.



Furthermore, the Noritake Group shall not engage in forced labor and child labor. The Noritake Group diligently protects employees' privacy by carefully handling personal data.

## **2) Provide a healthy, safe, and hygienic working environment**

The Noritake Group shall safeguard the health of its employees while maintaining a safe and hygienic working environment. We shall observe relevant laws and regulations and, in addition, actively engage in safety and health activities. The Noritake Group shall not permit actions that cause discomfort in the workplace, such as harassment, discrimination, or slander.

## **3) Ensure proper working conditions**

The Noritake Group shall observe laws and regulations related to working conditions, such as minimum wages, working hours, etc., and shall respect employees' rights, such as joining a union.

### **3. Relationship with society**

#### **1) Preserve and sustain the global environment**

The Noritake Group aims to establish clean production processes with less impact on the global environment and produce green products with less burden on the environment to provide environmental and human-friendly products and services. We shall make

# Standards of Business Conduct

continuous efforts for environmental improvements by establishing and maintaining an effective environmental management system with awareness of the environmental load imposed by our business operations, as well as by developing and introducing environmentally friendly materials, new technologies, and products.

## 2) Charitable, political, and religious activities

### (i) Charitable activities

The Noritake Group may make a donation as a social contribution after careful consideration of its necessity and legitimacy.

### (ii) Political activities

With regard to political activities, the Noritake Group shall adopt a neutral stance. We guarantee freedom of personal political activities of anyone who works for the Noritake Group, while any activities that could be perceived as representing the Noritake Group, such as using the corporate name or resource, shall not be accepted.

### (iii) Religious activities

With regard to religious activities, the Noritake Group shall adopt a neutral stance.

We guarantee the freedom of personal religious activities of anyone who works for the Noritake Group, while any activities that could be perceived as representing the Noritake Group, such as using the corporate name or resource, shall not be accepted.



### **3) Disassociation from antisocial forces**

The Noritake Group shall not associate with any individual or organization that potentially obstructs social order or sound business practices.

### **4) Disclosure of corporate information**

The Noritake Group shall disclose accurate information necessary for shareholders, investors, business partners, local communities, and other parties in an appropriate and timely manner, excluding information subject to legal or contractual confidentiality obligations or internal corporate secrets.

# How You Should Act in Your Daily Work

## 1. Know your responsibilities

Anyone who works for the Noritake Group shall read and be familiar with the code. If you have questions about the code, talk to your supervisor or the department in charge.

Also, you should always observe the laws and regulations relevant to your job. If you are unsure about these laws and regulations, talk to your supervisor or related department.

## 2. Reporting concerns

If you saw or heard about an act that may violate the code, company rules, or laws and regulations  
->Talk to your supervisor or the department in charge.

## 3. Non-retaliation policy

The Noritake Group strictly prohibits retaliation such as demotion, harassment, job reassignment, threats, or other actions against a person for reporting a concern or participating in an investigation. Any employee who feels he/she has been retaliated against or threatened with retaliation should promptly report the matter to your supervisor or the department in charge.



*Noritake*

NORITAKE CO., LIMITED

Compliance committee secretariat



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