Murata Group

Murata Corporate Ethics Policy and Code of Conduct

muRata
INNOVATOR IN ELECTRONICS

The Origin of Murata

At Murata, we believe that it is of the utmost importance for each and every officer and employee to embrace the "Murata Philosophy" and to sincerely put it into practice as the basis for their thoughts and actions.

The goal of founder Akira Murata was not to compete over profits with competitors, but rather to "contribute to the advancement of society by creating innovative products and solutions." When he inherited his family's business at the young age of 20, Akira was able to continue the business due to the help he received from many people, thanks to the trust that Akira's father had built up during his lifetime. From these experiences, Akira remembered to always remain grateful and placed great importance on building trust. He established the Murata Philosophy with these ideas in mind.

From its establishment in 1954 until today, Murata officers and employees have used the Murata Philosophy as the basis for their professional actions not only in situations where they face hesitations and difficulties, but also as guidelines for their everyday business activities. The Murata Philosophy, which has been carefully handed down over time, remains the basis of Murata's business.

Murata Philosophy

We contribute to the
advancement of society
by
enhancing technologies and skills
applying scientific approach
creating innovative products and solutions
being trustworthy
and, together with all our stakeholders,
thankful for the increase in prosperity.

Positioning of the Murata Corporate Ethics Policy and Code of Conduct

Murata Corporate Ethics Policy

This policy sets out basic principles for how Murata should behave in society to implement the Murata Philosophy. Murata's officers and employees will share and abide by these principles.

- Adhering to the highest ethical standard, we will comply with the laws and regulations and fair social rules, respecting the spirit thereof, of every country in which we conduct corporate activity.
- We will create technology, products, and services through innovation that are responsive to the expectations of society, thereby earning the satisfaction and trust of our customers and contributing to a more prosperous society.
- We will pursue mutual prosperity together with all stakeholders, including customers, shareholders and investors, suppliers, government entities, the local community, and society at large. We aim to be a trusted company and a member of the local community through actively participating in society and contributing to its development.
- We will respect the human rights of all people throughout our entire value chain.
- We will provide a work environment in which employees can feel safe, secure, and healthy. We will endeavor to create an organization in which employees can find their satisfaction and continue to grow, through nurturing a workplace culture in which diverse backgrounds and perspectives are respected, and collaboration is made possible by the unique strengths of every individual.
- We will take the initiative on actively engaging in activities to realize a sustainable global environment.
- We will enhance corporate transparency through dialogue with our stakeholders and accurate and swift disclosure of corporate information.
- We will continue our business and secure the trust of society by means of responsible crisis management, including preparing for risks such as natural disasters and cyberattacks. We will appropriately manage and protect our technology information and other information assets.

Top management will lead in practicing the spirit of this policy, and at the same time, will work to ensure that this spirit is clearly communicated to all group companies. In the event an incident violating this policy occurs, top management will lead in addressing the issue and exercise their responsibility in establishing measures to prevent reoccurrence.

The Murata Philosophy forms the basis for our thoughts and actions. The Murata Philosophy integrates our best practices, management ideology and attitudes toward work, and the development of Murata has been supported by the spirit of the Murata Philosophy. Since the creation of the Murata Philosophy by founder Akira Murata in 1954, the world around us has dramatically changed and continues to evolve, but the Murata Philosophy will always remain the same. Murata, its officers, and its employees are required to perform their work in good faith in accordance with the Murata Philosophy.

In addition, the Murata Corporate Ethics Policy is a set of principles of conduct under which officers and employees have promised to take appropriate actions with respect to society in order to concretely implement the Murata Philosophy. The Murata Corporate Ethics Policy is shared with all Murata officers and employees, and they will comply with the Policy.

Further, in order to effectively comply with the Murata Corporate Ethics Policy, the content on which Murata’s officers and employees should base their actions has been prescribed in the Code of Conduct. Murata’s officers and employees use the Code of Conduct as the foundation of their daily business activities and duties.

At Murata, each any every officer and employee put the Murata Philosophy, the Murata Corporate Ethics Policy, and the Code of Conduct into practice every day.

President's Message

"Contribute to the advancement of society by creating innovative products and solutions"
and by
"being trustworthy and, together with all our stakeholders, thankful for the increase in prosperity."

These are phrases from the "Murata Philosophy" and these words have been cherished ever since Murata's founding. Based on the Murata Philosophy, I engage in fair business activities, and I hope for Murata to continue to be a company which is trusted by society. In order to create new forms of value and achieve robust, sustainable growth amidst changing business opportunities, it is essential for us to meet the expectations of our stakeholders, including our customers, shareholders/investors, suppliers, and everyone in the local community, based on legal compliance and a high degree of business ethics, and to respect our Corporate Ethics Policy.

Recently, expectations and demands for company contributions have been increasing, not only from the viewpoint of compliance with laws and regulations, but also to contribute to the sustainability of society. At Murata, we have positioned "solving social issues through our business" as one of our key issues, and are carrying out initiatives to contribute to the advancement of a sustainable society. In addition, while we leverage diversity to drive innovation, we have a growing number of employees with diverse backgrounds, both domestically and internationally. It is exactly because we are in this era of great change and diversity that we need a "basis for decisions and actions" to clarify the standards of conduct for each and every employee at Murata.

In our "Corporate Ethics Policy and Code of Conduct," we have compiled our basic principles and ideology that should serve as the basis for when each of us conducts our daily business or makes decisions in our own fields.

I ask for each of you to comply with these policies. By personally adhering to these policies, you can help form the base of Murata's value creation and will enable Murata to grow together with our stakeholders.

Let us work together to create a Murata that earns even more of society's trust by having each and every domestic and international employee carry out their daily activities by using this "Corporate Ethics Policy and Code of Conduct" as the basis for their decisions and actions.

April 1, 2024

Norio Nakajima
President
Murata Manufacturing Co., Ltd.

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In this Corporate Ethics Policy and Code of Conduct, "Murata" refers to the Murata Manufacturing Group as a whole, and "Murata Manufacturing Co., Ltd." to Murata Manufacturing Co., Ltd. as a standalone company.

Applicable scope

The Murata Corporate Ethics Policy and Code of Conduct (this "Code of Conduct") has been enacted and may be revised by Murata Manufacturing Co., Ltd., and is jointly applicable to the officers of Murata Manufacturing Co., Ltd. and each domestic and international company within the Murata Group and the employees thereof.

Relevant laws and regulations in each country and region

All of our officers and employees will comply with the laws and regulations of the countries and regions where we conduct business. Further, we will comply not only with established laws and regulations, but also with their underlying ethical and moral spirit, and in anticipation of future laws and regulations we will act based on this Code of Conduct. Please act in accordance with this Code of Conduct even in the case where a provision herein imposes a higher standard than the relevant provision under applicable local laws or regulations or international standards.

Reporting on issues

If you discover any violation of or deviation from this Code of Conduct, or if you have any suspicion thereof, please report this to your superior or the relevant department, or to the reporting and consultation hotline for compliance violations (the whistleblowing system). Whistleblowers who use this hotline may make their reports either under their own name or anonymously.

Murata will appropriately investigate and respond to each report received, while also taking the wishes of the whistleblower into consideration. Whistleblowers who report violations under their real names will be provided with findings and details in an appropriate manner. To the extent possible, whistleblowers who report anonymously will also be given feedback.

No retaliation

Murata does not tolerate any retaliation towards whistleblowers. In addition to protecting the anonymity and privacy of whistleblowers, we also take steps to prevent whistleblowers from being unfairly disadvantaged by their reporting by prohibiting retaliatory actions against whistleblowers and making this known to officers and employees.

Employee judgment standards

The Code of Conduct serves as the foundation for our daily business activities and duties, but we know no code of conduct can cover all possible situations, and even in the situations provided in the Code of Conduct, we may have questions, hesitations, and conflicts in dealing with real situations. At such times, we will ask ourselves the following questions to make the right decision:

- **“Are we going to act counter to law or the spirit of the law for short-term interest?”**
- **“Do we maintain sincerity towards our customers and stakeholders?”**
- **“Might this be inappropriate in terms of common sense in society, though it’s a common practice at Murata?”**

Revision process

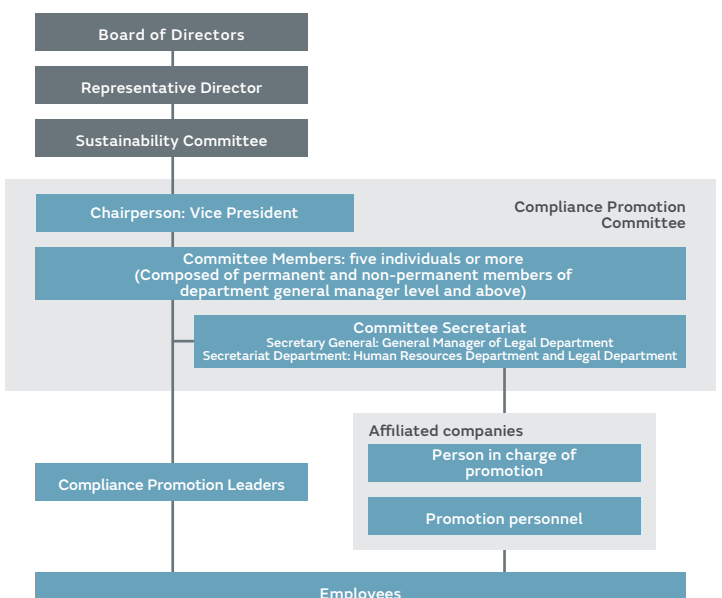
The Code of Conduct will be revised by a resolution of the Board of Directors of Murata Manufacturing Co., Ltd.*

*This shall not apply to revisions, etc. which do not substantially change the content hereof.

Compliance promotion systems

Within the Compliance Promotion Committee, company-wide policies concerning compliance are prepared and revisions are made to Compliance Programs (such as the Promotion and Operation Systems, the Murata Corporate Ethics Policy and Code of Conduct, and the Procedures for Responding to Employee Reports and Consultations). In addition, the Compliance Promotion Committee reviews cases in which major violations have occurred and offers solutions thereto and reoccurrence prevention measures therefor.

The Compliance Promotion Committee Secretariat carries out daily duties regarding the promotion of compliance, such as managing this Code of Conduct, creating the compliance training plan, and receiving and handling employee reports and consultations.



Responsibilities of each employee

Murata asks all of its officers and employees to understand this Code of Conduct and to comply with the following. Officers and employees who violate or deviate from this Code of Conduct may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

- **I will practice this Code of Conduct and act with fairness and in good faith.**
- **I will be aware of where issues exist by practicing this Code of Conduct.**
- **I will report to my superior or the relevant department, or to the reporting and consultation hotline for compliance violations, if I discover any violation of or deviation from this Code of Conduct, or if I have any suspicion thereof.**

In addition, Murata further asks managers (officers and management staff) to also comply with the following.

- **I will set a good example in the workplace.**
- **I will create a working environment oriented toward open communication by ingraining this Code of Conduct into our organization.**

Memo

Section 1 Corporate and Social Rules

**Murata is deeply aware of society's standards,
and by acting with fairness and in good faith,
we will continue to be a company which is trusted by society.**

Fair Competition and Trade

We will comply with all applicable laws and regulations regarding fair competition and trade. We respect fair and free trade and will conduct fair business.

We will comply with all applicable laws and regulations regarding fair competition and trade ("Antitrust Laws").

Antitrust Laws prohibit any acts which impede free competition in a market or which disadvantage consumers. Depending on the country, there may be cases where a country applies its own Antitrust Laws extraterritorially (where a country applies its own laws regarding unfair competition that occurred in a location outside of that country's borders), but officers and employees must comply with all Antitrust Laws and these Policies, regardless of their nationality or place of employment.

We understand the purpose of Antitrust Laws, and we will not enter into any agreement or share any information with any competitor (a "Competitor") regarding price, cost, profit, market share, production capacity, sales terms, or any other matter that may have an impact on competition (collectively, "Sensitive Matters"). In addition, we will not use our position in a transaction to commit any act which would unfairly disadvantage a supplier, such as imposing an unfair trade practice on a supplier. We will prepare and disseminate internal rules relating to the foregoing.

Examples of consequences for violating or deviating from these Policies

If an officer or employee violates any Antitrust Law, Murata may be subject to administrative or criminal sanctions or penalties such as large fines or monetary sanctions, the suspension of our transactions, or the suspension of our business, and such individual officer or employee may be subject to fines or imprisonment. Further, if a supplier incurs damage due to any Antitrust Law violation by a Murata officer or employee, such officer or employee may be liable for compensation for such damage. Depending on the country, a class action lawsuit may also be filed against such officer or employee by disadvantaged consumers or the like.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I will comply with the "Basic Policy for Prevention of Cartels and Bribery" and other related internal rules.
- I will avoid contact with Competitors whenever possible. When I must unavoidably have contact with Competitors, prior to such contact, I will properly obtain prior approval in accordance with the procedures applicable to the company and department.
- I will closely scrutinize whether or not the purpose of a meeting with Competitors or an organization which is including trade associations constitutes a monopolization of the market or an impediment to free competition. Even if a meeting with them is lawful, I will obtain the approval of the department head before I participate.
- I will not enter into any agreement or share any information with Competitors regarding Sensitive Matters under any circumstances.
- I will not commit any act which would impede free trade or unfairly disadvantage a supplier by restricting resale prices, abusing Murata's dominant bargaining position, or through any other unfair trade practice.
- If I observe any suspicious activity or receives any suspicious requests, I will promptly report or consult thereon with my superior or the relevant Legal Department.

Prevention of Corruption and Corrupt Practices

In addition to extortion and embezzlement, we will not engage in corruption or corrupt practices, including offering or accepting bribes or other improper interests, in any of our business activities.

Ensuring fairness and transparency in our business activities is fundamental to sound business activities. We will comply with all international laws and regulations regarding the prevention of corruption and corrupt practices ("Anti-corruption Laws").

Anti-corruption Laws prohibit providing money or the like to public officials, suppliers, etc., and prohibit offering or promising to do so. Anti-corruption Laws prohibit any bribery concerning a business transaction, regardless of whether the counterparty thereto is a public official or a private citizen; in other words, Anti-corruption Laws prohibit the provision of money or the like to any counterparty in order to improperly influence that counterparty. In addition, Anti-corruption Laws prohibit the receipt from and request or offer to a counterparty to receive benefits such as money or the like in exchange for the provision of any business advantage.

Anti-corruption Laws have a wide applicable scope. Officers and employees of Murata, as well as third parties such as Murata's representatives, must comply with all Anti-corruption Laws and these Policies, regardless of their nationality or place of employment.

Examples of consequences for violating or deviating from these Policies

If an officer or employee violates any Anti-corruption Law, serious criminal or administrative punishment or disposition may be taken against Murata and the individual officer or employee. Further, such violation may also have a material adverse effect on the trustworthiness of the company and could result in Murata being suspended from doing business with administrative agencies or refused business by private companies.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I will comply with the "Basic Policy for Prevention of Cartels and Bribery" and other related internal rules.
- Except when clearly and definitely permitted under laws, regulations, and business practices, I will not provide, offer, or promise to provide entertainment, gifts, or preferential treatment in terms of money or other benefits and opportunities (collectively, "Benefits") to any organization with which we do business for the purpose of obtaining or maintaining any business advantage, regardless of whether the organization is public or private. In addition, I will not receive, request, or promise to receive Benefits from any organization with which we do business in exchange for the provision or maintenance of any business advantage.
- I will not make facilitation payments (small payments of money to public officials and others not required by law to facilitate or expedite routine administrative services, such as customs clearance and visas).
- If I observe any suspicious activity or receive any suspicious requests, I will promptly report or consult thereon with my superior, the relevant Legal Department, or the relevant General Administration Department.

Political, Religious, and Lobbying Activities

We will maintain healthy and normal relationships with all political, administrative, and religious bodies. We will not wrongfully use or provide any company money or facilities for the purpose of political or religious activities. We will also not be involved in any unlawful lobbying.

We will not commit an act which may be misunderstood as colluding with (including providing benefits to) any political entity (such as national or local assemblies, legislators and parties related thereto, and national or local administrative bodies and any representatives, officers, or employees thereof). On the other hand, we will build highly transparent relationships with political entities that enable the open and proactive exchange of opinions regarding the state of the economy and economic policies.

When providing donations, contributions, or sponsorships to political or religious groups, and when using company facilities or providing access thereto for such groups, we will conduct such activities in accordance with applicable laws and regulations and internal rules, after adequately taking into consideration the necessity and appropriateness of those activities, and upon obtaining appropriate approvals.

Examples of consequences for violating or deviating from these Policies

There may be laws or regulations which restrict political contributions and lobbying, depending on the country or region. If an officer or employee violates any of these laws or regulations, Murata and the individual officer or employee may be subject to criminal or administrative punishment (including fines, the suspension of the right to tender bids, exclusion from transactions, etc.). Further, even if such laws or regulations are not violated, the trustworthiness of the company could be significantly damaged if Murata or a Murata officer or employee is suspected of having any inappropriate involvement in politics.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

In addition, we will not engage in any activities that promote a particular religion or ideology or benefit a particular religious or ideological group without any adequate reasons.

We will comply with all applicable laws and regulations when we conduct any lobbying* related to politics. In addition, even in situations where we have actual interactions with legislators, we will do so through communication methods which ensure transparency in order to avoid any suspicion of bribery or other

*Lobbying involves contacting national and local assembly and legislative representatives, as well as government agencies and their representatives, officers, and employees, regarding legislative or regulatory issues that affect the company.

Appropriate and Required Individual Actions in the Workplace

- If I have any dealings with those described above (being political, administrative and religious bodies) will handle such dealings with sufficient care to avoid any misunderstanding.

  *Please see “Prevention of corruption and corrupt practices” on page 10.

- I will not provide any company assets for political activities, even in relation to Murata’s business, without the consent of my superior or the relevant department.
- I will not use any company time or assets for personal political or religious activities without obtaining prior consent to do so.
- When conducting lobbying activities as a representative of Murata, I will do so after implementing the appropriate procedures in each country as necessary.
- I will act in a straightforward manner and in good faith in accordance with all laws and regulations of each country and region when interacting with the government, a government agency, or a government representative thereof.
- If I discover any improper political or lobbying activity, I will promptly report or consult thereon with my superior or the relevant General Administration Department.

Severance of Relationships with Anti-Social Forces

(Including Terrorism Groups, Gang Groups, Mafia, etc.)

We will not transact with, provide assistance to, or sympathize with anti-social forces that adversely affect public order and sound corporate activities. Further, we will not engage in any other acts that benefit such groups.

"Anti-social forces" refers to groups or individuals, including terrorism groups, gangs and mafia groups, that seek economic benefits through the use of violence, force, or fraudulent means.

Taking a resolute stance against these groups and individuals and conducting corporate activities in a manner that does not allow them to take advantage of us will contribute to the formation of a sound civil society and prevent damage to our corporate value.

Murata will not have any relationship with any group or individual that poses a threat to public order or safety. We will also take a resolute stance against unreasonable demands and will not comply with such demands.

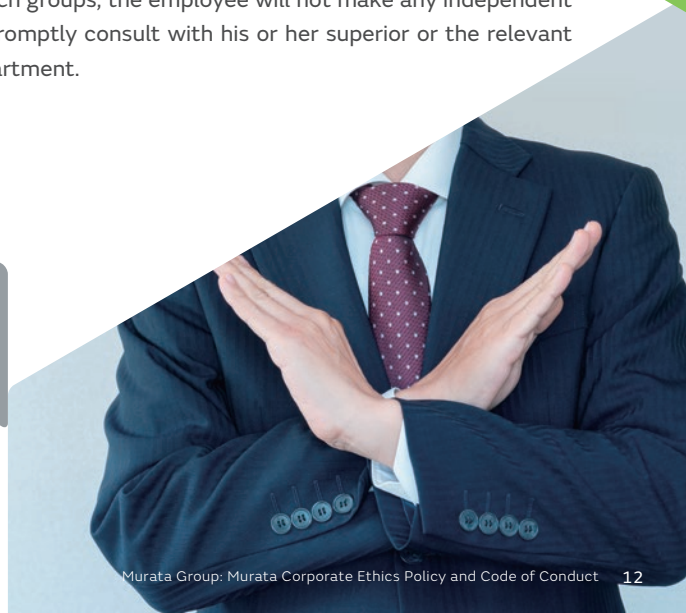
Examples of consequences for violating or deviating from these Policies

If a company has a relationship with anti-social forces, it will not only cause serious damage to the company's trustworthiness, but such relationship will also materially interfere with business operations, such as causing the termination of contracts or exclusion from tendering bids.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- If an employee is contacted by gang groups, mafia, etc., the employee will ensure that any response to such contact will be handled by multiple employees and not by only one individual.
- If an employee is threatened or extorted, the employee will promptly report or consult thereon with his or her superior or the relevant General Affairs Department. The employee will also report the matter to the police and judicial authorities and cooperate with the response by those authorities.
- If there is any suspicion that a business partner or other related party has connections with such groups, the employee will not make any independent judgment and will promptly consult with his or her superior or the relevant General Affairs Department.



Prevention of Conflicts of Interest

We will avoid any actual or potential action in which an officer or employee's personal interests conflict with the interests of the company.

A "conflict of interest" refers to an actual or potential situation in which an officer's and employee's personal interests conflict with the interests of the company.

Conflicts of interest may arise in various situations. If an officer and employee or a relative or friend thereof has a close relationship with a competitor or supplier, or a close financial interest therein, there may be a conflict of interest between the employee and Murata.

When such a situation arises, officers and employees must not confuse their personal position with Murata's position, and must prioritize Murata's interests and objectives. Officers and employees must not use their position, duties, or company assets, nor relinquish their duties, in an attempt to gain personal benefit or to benefit a third party.

Murata also avoids conflicts of interest by providing training to officers and employees both domestically and overseas, and by introducing internal rules and establishing reporting systems for companies that have conflicts of interest, based on risks in each region.

Examples of consequences for violating or deviating from these Policies

Individual officers or employees who conduct acts in which there is a conflict of interest may be held liable for losses incurred by Murata as a result of such acts. In addition to an action by Murata to enforce such liability, the officers or employees may also be subject to criminal penalties if their acts involve criminal acts such as fraud, embezzlement, or breach of trust. Such acts will also lead to significant damage to the trustworthiness of the company.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I must understand that a "conflict of interest" refers to an actual or potential situation in which my personal interests conflict with the interests of the company, and will comply with internal rules to avoid such conflict.
- I will use sufficient care in the situations listed below which raise concerns about "conflicts of interest."

  When I, a relative or friend thereof, or any company operated by such persons commences transactions with Murata

  When I use non-public information which they handled or came to know in the course of my duties in an attempt to gain personal benefit or to benefit a supplier, competitor, or third party

  When I am asked to serve as an officer of another organization without Murata's approval or instruction

  When I am intending to be employed by a company other than Murata or attempting to start my own business

- When any actual or potential situation arises in which my personal interests conflict with the interests of Murata, I will appropriately notify and consult thereon with my superior or the relevant Legal Department in accordance with internal rules.

Import/Export Controls

We will comply with all laws and regulations on import and export.

We will also request that lawful export controls are made in indirect transactions through our business partners.

We conduct our business activities globally, and each country and region in which we operate has its own laws and regulations governing imports and exports.

With respect to exports, for the purpose of maintaining peace and security in the international community, export control laws and regulations and economic sanctions have been established to restrict exports of actual weapons as well as civilian products and technologies usable for military purposes so that they do not fall into the hands of countries developing weapons of mass destruction or terrorists.

With respect to imports, various laws and regulations have also been established to ensure public health, protect domestic industry, and stop the inflow of prohibited goods into each country.

In addition, laws and regulations relating to import/export controls and customs duties are frequently revised in light of the present global situation.

We will conduct our global business activities with the full understanding of and in compliance with such laws and regulations. We will also request that lawful import/export controls are made through our business partners and we will inspect and examine those import/export controls as required.

Examples of consequences for violating or deviating from these Policies

If an officer or employee violates any of the laws and regulations related to import and export, Murata may be subject to fines, prohibitions or restrictions on imports and exports, or other such penalties, and the individual officer or employee may be subject to criminal punishment. Further, such violation may also lead to damage to Murata's reputation and could result in Murata being suspended from doing business with public agencies or refused business by private companies.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- When exporting products or providing services, technology, or the like to overseas parties (including Murata group companies), I will conduct the prescribed transaction screenings based on export control laws and regulations, including Japan's "Foreign Exchange and Foreign Trade Act" and other laws or regulations which are applied in the country or region concerned, as adopted in accordance with international agreements.
- When importing or exporting products or services, I will comply with the applicable laws and regulations of each country, including customs laws and export control laws and regulations, confirm whether notification to or permission from regulatory authorities is required, and implement the necessary procedures.
- When importing or exporting certain products or services that have been specifically regulated as having a high possibility of diversion for military use, or when conducting transactions with countries, regions, or organizations that are subject to economic sanctions, officers and employees will comply with relevant laws, regulations, and internal policies and ensure that they confirm with the relevant Legal Department and Import/Export Control Department. If I have any opportunities to consult with administrative agencies, as necessary, I will follow their instructions.
- I will actively participate in education and training to ensure compliance with export control laws and regulations.
- If I need advice on any of the matters stated above, I will consult thereon with the relevant Legal Department.

Prevention of Money Laundering

We will comply with laws and regulations on the prevention of money laundering. We will also make sure that we are not complicit in money laundering in the course of our transactions.

"Money laundering" generally refers to the act of a company or individual making proceeds obtained through criminal activity or improper transactions (drug trafficking, tax evasion, window dressing accounting, etc.) appear as if they were obtained through legitimate transactions or the act of a company or individual concealing the source of its proceeds. Money laundering encourages organized crime and has a serious adverse effect on sound economic activities, given that proceeds from crime are used to maintain and strengthen future criminal activity and criminal organizations.

Laws and regulations are being tightened around the world in response to moves by the IMF (International Monetary Fund) and other international organizations to prevent money laundering. We must be careful not to overlook or otherwise assist in money laundering. Even if we are not intentionally complicit in money laundering, the company will be subject to significant risk if we are involved in any way in such a serious crime.

Examples of consequences for violating or deviating from these Policies

Money laundering is a serious financial crime. It is regulated under the financial laws of each country, and involvement in money laundering, whether intentional or unintentional, may result in serious criminal or administrative punishment.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I will look out for warning signs of money laundering, such as those described below.
  - -When a transaction is made with various types of checks or cash
  - -When a bank transfer is made in installments to more than one bank account
  - -When a supplier designates that a bank transfer be made to an account held under the name of a third party that differs from the name of the supplier
  - -When a supplier designates that a payment be made to a bank account outside of the country or region in which the supplier conducts business activities
  - -When a payment is made by someone other than the parties to the contract
  - -When a payment is made in a different currency than the currency of an invoice or contract
  - -When reimbursement for overpayment is requested in cash
  - -When unknown or unnecessary intermediaries are involved in the transaction
  - -When a high-risk country or company is involved in the transaction
- If I observe any suspicious activity or receive any suspicious requests from inside or outside the company, I will promptly report or consult thereon with my superior, the relevant Accounting Department, or the relevant Legal Department.

Accurate Recording and Reporting of Financial Information and Appropriate Tax Payment

We will accurately record and report financial information in compliance with appropriate accounting standards and relevant laws and regulations and internal rules.

Further, we will comply with the tax-related laws and regulations of each country and pay taxes appropriately.

For a company to conduct sound business activities globally, it is important that the company makes appropriate decisions based on accurate and complete records of financial information and provides accurate financial reports to shareholders/investors and other stakeholders. To this end, we must establish and maintain an internal control structure and system, keep records and carry out procedures in accordance with the rules, comply with the laws and regulations of the countries and regions in which we operate, and disclose information in a timely and appropriate manner. Appropriate accounting and tax processing also leads to appropriate tax payment.

Through these actions, we will ensure the reliability of financial information provided to our stakeholders and maintain fair and transparent management.

Examples of consequences for violating or deviating from these Policies

If an officer or employee conducts any fraudulent accounting processing or submits false financial information or other such misinformation to governmental or tax authorities, civil, criminal, or administrative punishment may be taken against Murata and the individual officer or employee, and the trustworthiness of the company may be affected.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I will accurately and promptly record and perform appropriate accounting for all necessary transactions (e.g., recording sales and expenses) in accordance with internal rules and procedures.
- I will not engage in inappropriate acts such as the falsification of business results, accounting fraud, the falsification of or tampering with reporting materials for external or internal use, window dressing accounting, misconduct, or the concealment of inconvenient facts.
- Even if I have a target sales or profit figure to achieve, I will not attempt to achieve them through improper means.
- When undergoing audits or tax investigations, I will cooperate with internal and external auditors and investigators to ensure that the audits and investigations proceed smoothly.
- If I am instructed to do something that I believe to be improper, I will promptly report or consult thereon with my superior, the relevant Accounting Department, or the relevant Legal Department.

Prevention of Insider Trading

We will not make share transactions using undisclosed inside information of our company or other companies, nor will we allow third parties to do the same.

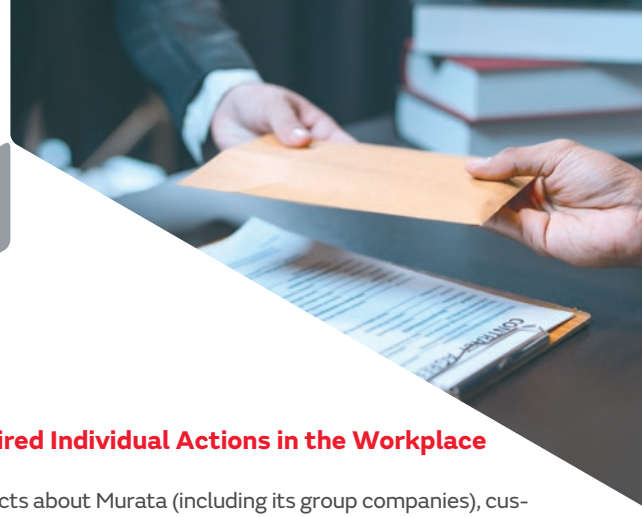
"Insider trading" refers to the act of trading shares issued by a company by a company insider who is aware of undisclosed information regarding that company's business, operations, or business results that will have a significant impact on the investment decisions of investors (material facts) before the information is made public. Insider trading is prohibited by law as an act that undermines the fairness of financial markets.

In order to prevent insider trading, Murata has established "Insider Trading Prevention Regulations" to prevent the communication of material facts, prohibit recommending share trading, and prohibit anyone aware of material facts from buying or selling shares.

Examples of consequences for violating or deviating from these Policies

As insider trading is an act that undermines the fairness of financial markets, officers and employees who engage in insider trading will be subject to severe punishment such as criminal or administrative punishment. Murata may also lose the trust of investors and other stakeholders.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.



Appropriate and Required Individual Actions in the Workplace

- I will not share material facts about Murata (including its group companies), customers, or suppliers with third parties, including my friends and family members, or even with other officers and employees within the company, except when it is necessary in the course of business. Even when it is necessary to share such material facts in the course of business, I will give the utmost care to the environment where they are shared.
- Regardless of whether or not material facts will be shared, I must not recommend the purchase or sale of Murata's or its business partner's shares to any person within or outside the company for the purpose of having a person acquire benefits or avoid losses by the purchase or sale of such shares.
- If I have come to know of material facts will not buy or sell the shares of Murata, its customers, or suppliers before those facts are made public. Further, I will comply with the Insider Trading Prevention Regulations when buying or selling Murata's shares. Officers and employees who routinely handle material facts in their work and individuals with certain job positions (subject to trading restrictions) are prohibited from buying and selling Murata's shares in principle.*

  *The persons who are subject to trading restrictions may purchase or sell Murata's shares only within the period of time following the disclosure of material facts and only in the case they have received prior approval from the Information Management Manager.
- If I am unable to determine whether I am allowed to buy or sell shares, I will consult thereon with the relevant General Administration Department in charge of preventing insider trading.

Use of Company Assets

We will appropriately control the company's tangible and intangible assets to use them effectively.

Murata creates maximum value and conducts its business activities based on its management resources. Management resources include any kind of assets, whether tangible and intangible, such as funds, real estate, facilities, equipment, information, intellectual property, and brands. One of our most important responsibilities is to protect, effectively use, and appropriately control these company assets. If company assets are damaged due to a disaster, or they are lost or stolen, we will be responsible for taking appropriate action immediately.

Appropriate and Required Individual Actions in the Workplace

- I will use tangible and intangible assets held by Murata only for the purpose of appropriately conducting business.
- I will take the utmost care to ensure that I do not take any action that would damage the value of any company assets and to not lose any company assets.
- If I have any questions or inquiries regarding the handling of company assets, or if I discover any potential damage to company assets, I will promptly report or consult thereon with my superior or the department in charge of those assets.

Examples of consequences for violating or deviating from these Policies

If an officer or employee damages the value of any company assets on purpose, Murata may take action to hold the officer or employee civilly and criminally liable for such acts as required. Further, such acts may have a serious effect not only on the company but also on its customers and suppliers.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Information Security

We will appropriately store, use, and dispose of confidential information prepared by the company or obtained from others (e.g., customers and suppliers). Further, we will not illicitly obtain the confidential information of others.

Information is one of Murata's assets and sources of profit. We handle a wide range of confidential information of the company (including its group companies) and others on a daily basis. Such confidential information must be appropriately obtained, prepared, stored, used, and disposed of in accordance with the internal rules so that it is not published, disclosed, or leaked outside of the company. Further, sufficient care must be taken against external cyber attacks, unauthorized access, and theft. If an information security incident (e.g., any leakage, loss, theft, alteration, or destruction of information) occurs, the company will be responsible for taking appropriate action immediately.

Examples of consequences for violating or deviating from these Policies

If an officer or employee illicitly obtains, leaks, loses, steals, alters, or destroys any confidential information, in addition to Murata, the individual officer or employee may also be held civilly liable for such acts, or they may be subject to criminal or administrative punishment. Further, such acts may have a serious effect on not only the company but also on its customers and suppliers.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I will use the information held by the company only for the purpose of conducting business. I will also use the confidential information of others only for the approved purposes.
- I will not disclose, leak, or use any confidential information of Murata or others that they have come to know in the course of business, even after I leave Murata.
- In order to prevent information security incidents, I will strictly manage and appropriately handle information held by the company in accordance with the internal rules. Further, when deleting or disposing of information, I will properly destroy the information in such manner that such information cannot be restored.
- When I am considering obtaining the confidential information of others, I will examine the necessity for obtaining that information and obtain it through legitimate means. Further, when handling the confidential information of others, I will take measures equivalent to those taken to protect the company's confidential information in order to maintain confidentiality and prevent information security incidents.
- I will actively participate in education and training related to information security.
- If I discover any actual or possible information security incident, I will promptly report or consult thereon with the Risk Management Office / the department responsible for information security through my superior.

Protection of Personal Information

Recognizing it as our important responsibility to protect the personal information of others (e.g., customers and suppliers) and our employees, we will ensure the appropriate handling of such personal information in accordance with the applicable laws, regulations, and internal rules.

"Personal information" refers to information which enables personal identification by name, date of birth, address, photograph, or the like. Since many countries and regions have laws, regulations, and guidelines regarding personal information with differing definitions and required measures for personal information protection, it is important to confirm and comply with these laws, regulations, and guidelines and handle personal information appropriately.

Examples of consequences for violating or deviating from these Policies

If an officer or employee fails to protect personal information or handles it inappropriately, or if an officer or employee leaks, loses, or alters personal information, the laws and regulations of the relevant country or region will apply. In addition to Murata, the individual officer or employee may also be held civilly liable for such acts, or they may be subject to criminal or administrative punishment. Further, the company's credibility could be affected, resulting in a significant impact on its business.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I will handle all personal information with the utmost care. I will comply with all laws, regulations, and internal rules regarding the handling of personal information.
- I will acquire personal information in accordance with laws and regulations and by fair means, and will announce, clearly define, or notify such acquisition to the person concerned or obtain that person's consent when doing so.
- I will clarify the purpose of obtaining personal information and will use such personal information within the scope of the purpose of use for which it was obtained.
- If I receive an inquiry, complaint, or consultation request from a person regarding their personal information retained by the company, I will respond appropriately.
- Any leakage, loss, or alteration of personal information constitutes an information security incident. If I discover any actual or possible information security incident, I will promptly report or consult thereon with the Risk Management Office / the department responsible for information security through my superior.

Respect of Intellectual Property Rights

We will endeavor to create, protect, and strategically utilize intellectual property (including trade secrets and technical know-how).

We will also respect the intellectual property rights of others and endeavor not to infringe them.

Intellectual property is an important company asset for us, a company that performs integrated production from raw materials to products. We are actively promoting worldwide intellectual property activities, such as aiming to build a global intellectual property portfolio that enables us to promptly protect and strategically utilize the intellectual property we create. In addition to patents, utility models, designs, trademarks, and copyrighted works, which are protected as intellectual property rights under the laws and regulations of each country and region, we also emphasize the protection of expertise to allow us to protect our manufacturing capabilities, which is Murata's strength.

At the same time, we will make sure to protect all intellectual property rights when transferring technology or know-how, and we will also respect the intellectual property rights of others by endeavoring not to use them without permission nor infringe them.

*Intellectual property rights: patent rights, utility model rights, design rights, trademark rights, copyrights, etc.

Examples of consequences for violating or deviating from these Policies

If an officer or employee uses the intellectual property of others without permission or infringes those intellectual property rights, the officer or employee may be subject to a claim for damages or an injunction from the original intellectual property rights owner. Particularly, if Murata has expanded its business by utilizing the intellectual property of others, it may be difficult to continue the business depending on the details of the injunction. Further, Murata and the individual officer or employee may be held civilly liable for the infringement of intellectual property rights, or they may be subject to criminal or administrative punishment.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- When new intellectual property (such as an invention, idea, or design) is created in the course of business, I will promptly report such intellectual property to the relevant Intellectual Property Department in accordance with the internal rules.
- When launching a new product or service to the market or publishing a copyrighted work, I will confirm whether they are infringing the intellectual property rights of others.
- If I discover any issue involving intellectual property, such as infringement by others of intellectual property rights held by the company or infringement by the company of intellectual property rights held by others, or if I have any suspicion thereof, I will promptly consult thereon with my superior or the relevant Intellectual Property Department.
- If I intend to disclose, lend, transfer, or sell any work-related intellectual property to others, I will obtain prior approval from the relevant Intellectual Property Department in accordance with internal rules.
- If I have any doubts as to whether a matter that I handle (regardless of whether it is matter relating to Murata or a third party) constitutes intellectual property, I will, after confirming the internal rules, consult thereon with my superior or the relevant Intellectual Property Department.

Section 2 Co-prosperity with our Stakeholders

We will seek sustainable value creation through dialog and the co-creation of value with our stakeholders.

Quality and Safety of Products and Services

We will comply with all laws, regulations, and standards on product safety and provide high-quality and highly safe products which exceed our customers' expectations.

"Good devices come from good components, and good components come from good materials."

"If we practice scientific management, we can deliver quality, on time, with no mistakes."

These are the words of our founder Akira Murata.

We have created integrated manufacturing systems from our materials to finished products. Since the company's founding, in addition to complying with laws, regulations, and standards on product safety, we have uncompromisingly pursued quality that will gain the trust of every customer by utilizing science-based management oversight*, starting from the origins of our processes and throughout the operation. In order to realize the foregoing, we adopted our "Quality Policy" and established the M-QMS (MURATA Quality Management System). Each and every one of us will enhance the quality of our work with a feeling of motivation based on the M-QMS and seek satisfaction for our customers and society by delivering high-quality and safe products to our customers.

Examples of consequences for violating or deviating from these Policies

In addition to the product safety and specifications (performance) of products stipulated in our agreements and agreed upon terms with our customers, compliance matters under the relevant laws and regulations of each country and region have also been established. If a defect in a product arises as a result of any violation of such laws or regulations on purpose and such defect damages the life, body, or property of a customer or the like, Murata may be subject to civil liability or to criminal or administrative punishment or disposition. Further, the individual officer or employee who committed such violation on purpose may also be subject to civil liability or criminal punishment.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

*Science-based management oversight: These words are taken from the Murata Philosophy. This means thinking as quantitively, logically, and reasonably as possible not only by utilizing inspiration, experience, or intuition, but also by using scientific analysis.

Appropriate and Required Individual Actions in the Workplace

- In addition to complying with relevant laws and regulations on product quality and safety and satisfying the agreements and agreed upon terms with our customers, I will practice science-based management oversight, which optimizes all of our business processes, people, materials, methods, and technologies, starting from the origins of our processes and throughout the operation.
- I will practice "Upstream Management," which clarifies what to do in each process and to ensure no problem are left behind. I will seek out the true cause of problems that arise by drilling down beyond the superficial factors of such problems to understand the root cause factors for the problems and take appropriate measures.
- I will endeavor to practice "Prevention" by estimating risks of all potential problems, and implementing appropriate measures.
- I will practice "Continual Improvement," in which we will maintain an awareness of targets, implement repeated PDCA (Plan → Do → Check → Act), and enhance the quality of work to enable the continuous provision of products and services that meet the expectations and needs of customers.
- I will take product quality complaints as a serious "voice of the customer" (VOC) matter for our business, and will promptly notify the relevant departments and respond quickly to such complaints. In addition, what I learn through complaints will be horizontally communicated throughout the company to prevent them from occurring again.
- I will not conduct any act to misrepresent product quality or safety (including the use of false or inaccurate performance data or test results). If a deficiency in the quality or safety of a product could harm any life, body, or property, I will promptly report or consult thereon with my superior or the relevant Quality Assurance Department.

Respect for Human Rights

As a global company which develops its business throughout the world, we respect the human rights of all people along our value chain and will not be complicit in any human rights violations.

As a global company which develops its business throughout the world, we declare that we will properly understand the international standards regarding human rights and the laws and regulations of each country and region where we conduct business. We also declare that we will always act with respect for human rights, not be complicit in any human rights violations, and will strive to prevent any negative impact on human rights. In addition to the human rights of our employees within the Murata Group, we will endeavor to ensure that the human rights of all people directly involved in our business activities, products, services, and the human rights of those involved through transactions therewith, are respected.*

In our "Murata Group Human Rights Policy", we prohibit forced labor and child labor as well as any form of discrimination and harassment in the workplace of all people involved along our value chain. We also understand the importance of equal employment opportunities and treatment, the freedom of association, collective bargaining rights, and labor-management dialogue.

*This includes the human rights of not only the people inside Murata, but of all people such as suppliers, customers, end-users, everyone in the local community (around the locations and areas where we procure materials), and individuals who desire to be employed at Murata.

Examples of consequences for violating or deviating from these Policies

If Murata infringes the human rights of any rights holders along our supply chain or value chain as the result of a violation of internationally recognized standards or the laws, regulations, or standards of the country or region where we conduct our business activities, or if Murata takes any act which disregards human rights, in addition to civil or criminal liability, Murata may also be subject to administrative punishment. Further, Murata may be exposed to harsh social criticism, and its reputation and trustworthiness may be significantly damaged.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I will understand and comply with all internal rules related to human rights, including our "Human Rights and Labor Policies".
- I will respect the basic human rights of all people that I meet in the course of their work and will treat those people with respect. I will also accept the beliefs and values of people with different experiences.
- I will not engage in any discriminatory conduct. In addition, I will not engage in any acts of harassment, including sexual harassment (such as engaging in sexual behavior or using sexual language) or workplace bullying (such as using one's authority as a pretext to engage in bullying language or behavior). I will respond firmly to any form of sexual harassment and workplace bullying.
- I will consider whether a judgement, decision, or act in their work has a negative impact on the human rights of a third party.
- I will ask about the impact of our business, products, and services on the human rights of third parties.
- If I become aware of any child labor, forced labor, discrimination, harassment, or any other act considered to infringe on the human rights of others, or I feel that the provision of reasonable accommodation to minority individuals within Murata and its supply chain is insufficient, I will promptly report and consult thereon with my superior, the relevant Human Resources Department, the relevant Legal Department, or any other relevant department.

Donations and Sponsorship

We will contribute to local communities through responsible donations, sponsorships, and the like.

We hope to continue to be “a company whose presence in local communities is a source of pride and joy to those communities as well as a company that our employees are proud and happy to work for.” Based on this philosophy, we value communication with local residents and conduct activities including donations and sponsorships, which contribute to and meet local needs. We have determined 5 categories to be our “priority areas,” “support for the development of the next generation,” “local community support,” “environmental protection,” “cultural support,” and “academic support”.

On the other hand, depending on their content, donations and sponsorships may lead to the risk that Murata will have an improper connection with political or religious groups, antisocial forces, or other inappropriate organizations or activities. Therefore, when providing a donation or sponsorship, we will follow our internal approval process, ensure transparency, and adequately take into consideration the necessity and appropriateness thereof. As specified in these Policies, we will also prevent any improper conduct, including bribery, political contributions meant to unjustly pressure the recipient or for other improper purposes, and any complicitly in such improper conduct.

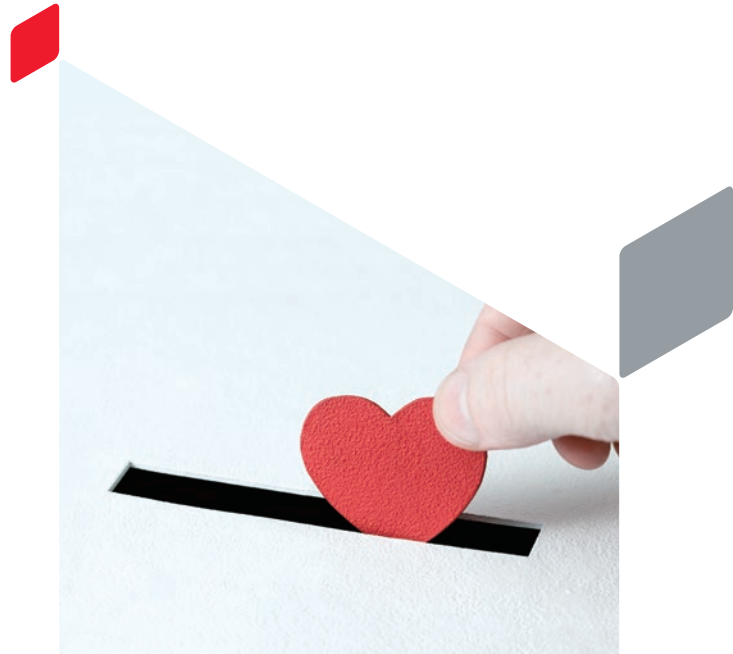
Examples of consequences for violating or deviating from these Policies

If Murata conducts any bribery under the guise of a donation or sponsorship, Murata and the individual officer or employee who committed such act may be subject to criminal or administrative punishment. This may also lead to significant damage to the trustworthiness of the company. Further, since this may adversely affect our trustworthiness, Murata may be refused business by private companies or held liable for the breach of our representations and warranties.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- If I am considering a company-sponsored donation or sponsorship, I will consult thereon with the relevant General Administration Department.
- I will take sufficient care to ensure that a donation or sponsorship does not result in any fraud. If I find the potential for any improper conduct or the potential for complicity in any improper conduct, I will promptly report and consult thereon with my superior or the relevant General Administration Department.



Dissemination of Information and Communication

We will endeavor to disseminate appropriate corporate information, including financial information and non-financial information, and will maintain good communication with the public.

Companies cannot operate without social trust.

In order to be a highly transparent company, we will accurately disclose financial information and timely disclosure information* based on relevant laws and regulations and the various rules regarding information disclosure. In addition, we will proactively disseminate non-financial information such as our Murata philosophy, process of value creation, and information on work safety and hygiene, environmental activities, human rights, Sustainable Procurement, social/local contribution activities, compliance systems, and information security. We will fulfill our accountability to society by fairly and impartially disclosing information which is deemed to be important for society, even if such information is detrimental for us. Further, we believe that it is necessary to sincerely listen to the voices of our stakeholders, such as customers, shareholders/investors, suppliers, local communities, and employees, and to respond to their requests.

By conducting proactive disclosure of our corporate information and continuously communicating with our stakeholders, we seek to create new value, and we will put the Murata Philosophy into practice and realize sustainable growth.

Examples of consequences for violating or deviating from these Policies

If we do not accurately disclose our information based on relevant laws and regulations and the various disclosure rules, Murata may be subject to civil liability and criminal or administrative punishment. In addition, Murata may be unable to maintain its listings on relevant stock exchanges or receive a proper evaluation from our stakeholders, which would cause Murata to lose its trustworthiness. Further, liability may be imposed directly on individual officers or employees.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

* "Accurate Recording and Reporting of Financial Information and Appropriate Tax Payment" on page 16 with respect to information disclosure based on relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I will be aware that any and all communication made inside and outside the scope of my duties may affect Murata's trustworthiness, corporate value, brands, or the like, and may also contribute to the creation of new value for Murata. Therefore, communication is an important activity for putting the Murata Philosophy into practice and for realizing sustainable growth.
- I will not leak any undisclosed information that I have come to know in the performance of duty or conduct any improper information dissemination which may damage the brands of other companies.
- When disseminating information on behalf of Murata, I will communicate information that is useful and proper for our stakeholders within the scope of the authority and instructions Murata provides.
- When communicating with our stakeholders, I will be aware that my statements will be deemed to represent Murata, and will take care to communicate appropriately and in good faith.
- When communicating with our stakeholders, I will respect the opinions, identities, and privacy of those stakeholders.
- I will sincerely listen to the voices of our stakeholders obtained from communications and will reflect those voices in our business activities as appropriate.

Respect for Diversity

We will continue to be an “Innovator in Electronics” through the promotion of DEI (Diversity, Equity, and Inclusion).

We specify “contribute to the advancement of society” in the Murata Philosophy. The promotion of diversity is essential in order to maximize the innate talents and abilities of each diverse employee and put the Murata Philosophy into practice. In addition to diversity that can be seen, such as ethnicity, nationality, gender, and age, we recognize that diversity that cannot be seen, such as thought, knowledge, experience, and perspective, must also be respected.

We recognize that each employee has a different starting point. We are committed toward establishing working environments, support systems, and stimulating an awareness of these that allow all of our diverse employees to stand side by side at the starting line (equity).

Through engaging in diversity and equity, we will improve Murata’s innovation and competitiveness, and each and every employee will work to co-prosper with our collaborators, bringing out their own unique strengths (inclusion).

Examples of consequences for violating or deviating from these Policies

Not respecting diversity may lead to the disrespect of human rights. Further, losing the chance to leverage diversity in human resources may result in a decline in Murata’s competitiveness and the loss of business opportunities.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- In addition to diversity that can be seen, such as ethnicity, nationality, gender, and age, I will not discriminate against and will mutually respect, accept, and recognize as individual diversity that cannot be seen, such as thought, knowledge, experience, and perspective.
- I will endeavor to stimulate an innovative, positive, comfortable, and healthy working environment where individuals can be confronted with diverse viewpoints, different thoughts, and opposing opinions with peace in mind.
- If I see or notice any act which does not accept diversity, I will express my opinion directly and in good faith to the person who conducted such act, and will provide support to person affected by such act. If such an act is equivalent to discrimination or harassment, I will promptly report and consult thereon with my superior, the relevant Human Resources Department, or the relevant Legal Department.

Health and Safety

We will comply with all laws and regulations on occupational health and safety and endeavor to ensure a secure and safe working environment and the health of our employees.

Ensuring workplace health and safety and maintaining appropriate workplace conditions are our significant responsibilities.

The foundation of CS and ES*, which are the most important values of Murata, is the health of employees and a secure and safe workplace. Based on this understanding, we aim to establish a working environment where all employees can work while feeling that they are healthy.

In order to realize our goals, we will identify potential risk sources regarding health and safety from various perspectives, including ergonomics. We will conduct risk identifications and risk assessments and systematically implement measures and improvements based on the results thereof. We will also provide the necessary education and training in order to make such initiatives sustainable.

Should an industrial incident/disease or an emergency occur, in addition to identifying the situation and implementing emergency countermeasures, we will promptly spread those countermeasures horizontally throughout the company and endeavor to prevent a recurrence of the incident.

Examples of consequences for violating or deviating from these Policies

In addition to the matters related to occupational health and safety stipulated in the internal rules, compliance matters concerning occupational health and safety are also stipulated in the relevant laws and regulations of each country. If an officer or employee violates any law or regulation concerning occupational health and safety, such violation may result in a serious industrial incident or harm to the physical and mental health of employees. As a result of any such incident or employee harm, Murata may be subject to the pursuit of civil responsibility or criminal and administrative punishment resulting from it. In addition, any relevant individual involved may be subject to criminal and administrative liability.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

*At Murata, CS means “continuing to create and provide value that is recognized by the customer” and ES means “every employee achieves satisfaction and continuing growth through the performance of their work duties.”

Appropriate and Required Individual Actions in the Workplace

- I will comply with all laws and regulations and internal rules regarding occupational health and safety.
- Murata strongly encourages to maintain and improve the employees’ health conditions so that they can concentrate on their work.
- I proactively participate in professional activities and education related to maintaining and improving safety and physical and mental health, and I will endeavor to take the proper actions.
- I welcome and encourage good communication with the employees and society to aim for a condition of social well-being in which our “mind,” “body,” and “relationship between the employees and society” are in harmony.
- If I find any act which will, or is likely to, damage workplace safety or health or cause any other problem in the working environment, I will endeavor to ensure safety, while giving first priority to saving human life, and promptly report and consult thereon with my superior, the relevant Safety and Health Department, and any other relevant departments, and request response measures.

Relationship with our Suppliers

Based on the Basic Procurement Policies underpinned by the principles of "legal compliance," "fairness," "impartial and honest," and "social responsibility", Murata has been building partnerships with its suppliers, working to realize mutually satisfying and prosperous relationships across our supply chain.

Suppliers are one of the essential partners for our business activities. In order to realize mutually satisfying and prosperous relationships with suppliers, the Basic Procurement Policies stipulates the meaning of "legal compliance," "fairness," "impartial and honest," and "social responsibility" as follows.

1. Legal compliance

We observe laws and ordinances, regulations, and company rules, and we conduct business in accordance with social ethics.

2. Fairness

We broadly open the door on a global level and strive for equality in business opportunities.

3. Impartial and honest

We build relationships of trust and cooperation with suppliers and aim to develop strong partnerships with suppliers.

4. Social responsibility

We fulfill our social responsibility with respect to human rights and the environment, etc. through our procurement activities.

Examples of consequences for violating or deviating from these Policies

If Murata neglects to build partnerships with its suppliers which work to realize mutually satisfying and prosperous relationships across our supply chain, this may lead to a decline in Murata's product quality and competitiveness in our business activities, and it may also lead to the loss of trust of our stakeholders. Any act to impose transaction conditions which unilaterally disadvantage a supplier or any act to treat a supplier in a discriminatory manner in connection with the selection of a contract partner may violate applicable Antitrust Laws.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I will provide suppliers with broad and impartial opportunities and conduct fair supplier evaluations.
- I will conduct fair transactions with suppliers without unjustly treating suppliers or abusing our dominant bargaining position.
- I will fairly and equitably evaluate and select suppliers based on rational criteria such as consideration for quality, delivery date, continuation of supply, business conditions, product technical capabilities, human rights and labor, environmental conservation, safety and health, ethics, Business Continuity Plan, and information security.

Contribution to the Global Environment

In addition to recognizing the impact of our business activities and products on the global environment and complying with all environmental laws and regulations, we will conduct business activities and provide products in harmony with the environment globally.

We aim to contribute to the development of culture through co-creation with partners, realize manufacturing that harmonizes with society, and contribute to the environment globally through our business activities and by providing products which are environmentally conscious.

Murata will obtain any and all required permits and licenses from administrative bodies related to environmental conservation, and even after obtaining such permits and licenses, we will comply with the standards necessary for environmental conservation.

We will control chemical substances in accordance with laws and regulations. In addition, we will minimize the environmental impact of wastewater, sludge, exhaust and other pollutants through adherence to our voluntary standards in addition to compliance with relevant laws and regulations. We will reduce greenhouse gas emissions and waste by appropriately monitoring and managing them and setting up voluntary reduction targets.

We will establish and implement the management system to promote environmental activities based on the Plan-Do-Check-Act (PDCA) cycle and reduce the environmental impact in a product's life cycle, including in research and development, manufacturing, distribution, use, and disposal.

Examples of consequences for violating or deviating from these Policies

If Murata cannot meet the expectations and requirements regarding our contribution to the global environment, this may lead to a decline in Murata's competitiveness in our business activities, and it may also lead to the loss of trust of our stakeholders. Any violation of environmental protection laws may result in criminal or administrative punishment against Murata.

*In addition to the content stated above, officers or employees who violate or deviate from these Policies may be subject to disciplinary measures in accordance with internal rules and relevant laws and regulations.

Appropriate and Required Individual Actions in the Workplace

- I improve my environmental awareness through proactive participation in professional training related to the environment and by confirming my business activities and conduct my daily professional life from an environmental conservation perspective.
- I promote co-creation with business partners and take on the challenges of technical development or innovation in order to conduct business activities and provide products for the sustainable global environment.
- I actively participate in professional preservation activities for the global environment.
- If I find the possibility that laws and regulations and internal rules are being violated, or if any doubt regarding our position on the environment arises, I will promptly report and consult thereon with my superior, the relevant Environmental Department, or the relevant Legal Department.

INNOVATOR IN ELECTRONICS

Publisher : Murata Manufacturing Co., Ltd.

Version 2, Issued on June 1, 2026