



Toyota Industries Corporation

Employee Code of Conduct

April 2023

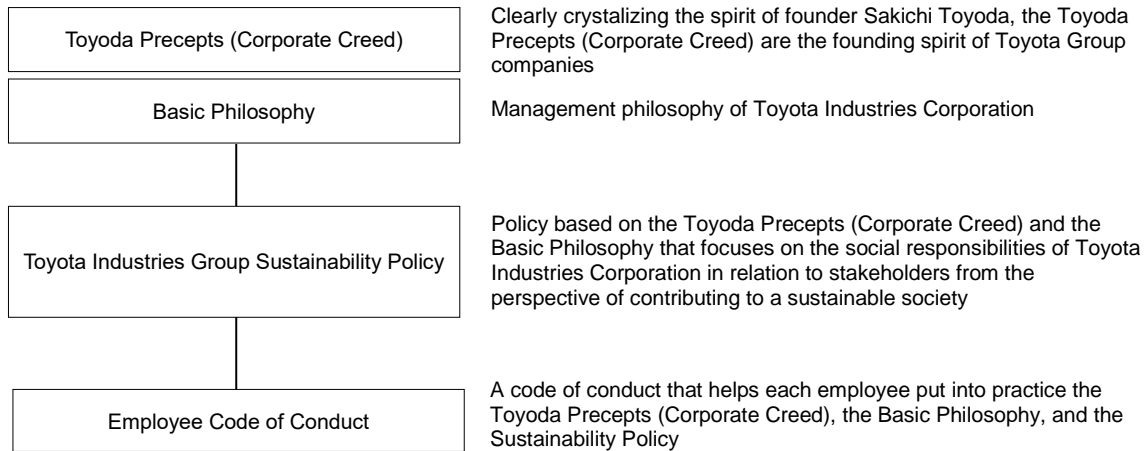


Contents

Contents	1
Introduction	2
1 Compliance	3
1) Compliance of competition laws	3
2) Prevention of bribery	4
3) Import and export control	4
4) Respect for intellectual property rights	5
5) Protection of personal information	5
6) Protection of confidential information	5
7) Prevention of insider trading	6
8) Proper accounting and tax payment	7
9) Protection of company assets and avoidance of conflicts of interest	7
2 Respect for human rights	8
3 Risk management	8
4 Relationship with stakeholders	9
1) Customers	9
2) Employees	10
3) Business partners	11
4) Shareholders	12
5) Global society/Local communities	12
Toyota Precepts (Corporate Creed) and Basic Philosophy	15
Toyota Industries Group Sustainability Policy	16

Introduction

■ Positioning of this Employee Code of Conduct



■ Intended audience

This Code of Conduct applies to the following people working at Toyota Industries Corporation: employees (including contract employees, fixed-term employees, part-time employees, and loaned employees) and temporary workers.

■ What you are asked to do

- Each of you should be conscious of the role that you play in Toyota Industries Corporation, be proud of such role, and actively fulfill the role based on high ethical standards.
- Please read this Code of Conduct carefully and put it into practice.
- If you have any concerns or questions, please consult your supervisor/manager or the “contact department(s).”
- If you come across any violation or suspected violation of this Code of Conduct, please report it to your supervisor/manager or the “contact department(s)” immediately, and take appropriate action according to the company rules and instructions from your supervisor/manager.
- If you cannot consult your supervisor/manager or the “contact department(s)” or if your supervisor/manager or the “contact department(s)” fail to respond, please contact the Corporate Ethics Hotline shown on the Code of Conduct Card.

If you are a manager or supervisor, be sure to do the above as well as the following:

- Demonstrate your initiative, set a good example for your subordinates, and give them guidance.
- When your subordinates consult you, respond sincerely and, if necessary, consult the “contact department(s).”

■ Violations of this Code of Conduct

Violators of this Code of Conduct may be subject to punishment based on the Work Regulations. Managers and supervisors who neglect such violation or overlook it due to gross negligence may also be subject to punishment based on the Work Regulations.

1 Compliance

<Basic stance>

We comply with regional, national, and international laws, regulations and rules as well as the spirit thereof, and conduct our corporate activities with honesty, soundness, and integrity. We also respect the culture and history of each country and region and maintain the highest ethical standards.

<Our code of conduct>

- When carrying out our work, we always make sure that the relevant domestic and overseas laws, regulations, and standards, and our company rules we refer to are up-to-date and accurate, and we comply with them.
- If we are not familiar with applicable rules or other information, we do not leave them unclear to us but rather consult the relevant divisions in the company.
If necessary, we also contact external experts and the authorities in charge to clarify what we should observe.
- We always think and act with a humble attitude. Referring to other companies' cases and reflecting on the lessons learned, we ask ourselves whether our behavior is sufficiently sincere to earn the hope and trust of customers and society.

Contact department: Enterprise Risk and Compliance Management Office

1) Compliance of competition laws

<Basic stance>

We comply with competition laws and maintain fair and free trade both in and outside Japan.

<Our code of conduct>

- We minimize contact with competitors, such as at meetings, exhibitions, and trade association gatherings.
Before we contact competitors out of necessity, we undergo scrutiny based on our company rules, and at the time of such contact, we do not engage in communication that could be suspected of constituting cartel activity or bid rigging.
- If we come across an incident of cartel activity or bid rigging, we firmly refuse to join it, and we do not get involved in it.
- We do not exchange non-public information with competitors about the prices, sales volumes, or production volumes of competing products, business plans, operating revenues, production capacity, production plans, or the development of new products.
- We do not exchange information or make arrangements with bidders about successful bidders or winning bids.
- We do not engage in unfair trading prohibited by competition laws, such as telling dealers or business partners to sell our products to consumers at specific prices.

Contact department: Legal Dept.

2) Prevention of bribery

<Basic stance>

We comply with domestic and overseas anti-bribery laws and maintain honest and fair relationships not only with political and administrative bodies but also with business partners.

<Our code of conduct>

- We do not give or receive money, entertainment, or gifts to or from government officials. If public officials ask us for money, entertainment, or gifts, we never meet such requests.
- We do not give or receive money, entertainment, or gifts beyond the generally acceptable range to or from business partners.
- When we give or receive entertainment or gifts, we do so within reasonable bounds in terms of the purpose and monetary value of the entertainment or gifts and our relationship with the other party. We do not engage in any act that may be suspected of constituting bribery by a third party.
- We never engage in transactions with business partners in which remuneration is unreasonably high for the work performed.

Contact department: Legal Dept.

3) Import and export control

<Basic stance>

- We comply with domestic and overseas laws and regulations on export, and appropriately implement security export control to ensure that our products or technologies do not go to countries or organizations that may threaten the peace or security of the international community.
- At the time of import, we duly pay import duties and consumption tax.

<Our code of conduct>

- When exporting, we comply with domestic and overseas laws and regulations and company rules on export.
- At the time of import, we duly make declarations in accordance with domestic and overseas laws and regulations on customs duty.
- We ensure the security of import and export products, storage facilities, and information about import and export so that the products will not be stolen, contaminated by foreign matter, or replaced, and that the information will not be leaked.

Contact department: Import/Export Management Dept.

4) Respect for intellectual property rights

<Basic stance>

- For the development of society, we encourage the creation of excellent inventions.
- We respect the intellectual property rights of third parties and pay attention not to infringe such rights.
- We globally protect and utilize the results of our research and creation activities as our intellectual property.

<Our code of conduct>

- We apply for the registration of our inventions and ideas without delay so that we can protect them as intellectual property rights.
- In order to ensure that we do not infringe the intellectual property rights of third parties, we establish a global monitoring system, and thoroughly conduct research and take preventive measures.
- When utilizing intellectual property rights, we comply with domestic and overseas laws and regulations, and contract conditions.

Contact department: Intellectual Property Dept.

5) Protection of personal information

<Basic stance>

- We acquire, manage, use, and provide personal information properly in accordance with applicable domestic and overseas laws and regulations.
- We take security measures to protect the acquired personal information from unauthorized access, leakage, loss, or falsification.

<Our code of conduct>

- Before acquiring personal information of an individual, we specify the purpose of use of the information and notify the individual of the acquisition or announce the acquisition. We do not use the said personal information for any other purpose.
- We do not give or disclose personal information of an individual to third parties without obtaining the consent of the individual.
- When receiving inquiries about personal information of an individual or requests for the suspended use or deletion of personal information of an individual from that individual, we sincerely respond to such inquiries and requests.

Contact department: Legal Dept.

6) Protection of confidential information

<Basic stance>

- We strive for appropriate protection and management of confidential information to prevent cyberattacks by outsiders and unauthorized information leaks by insiders.
- We do not tolerate anyone's acquisition through illicit means of confidential information held by third parties.
- We understand and comply with our company rules about information security, and strive to prevent cyber incidents through education and training.

<Our code of conduct>

- We use and configure information equipment in the ways specified by the Information System Division.
If we have no choice but to use or configure information equipment in a way other than that specified due to business reasons, we always consult the Information System Division.
- We do not bring our privately owned computers, USB flash memories, digital cameras, or other storage media into the company.
- When receiving an email that seems to have nothing to do with us, we do not open it but report it to the “contact department .”
- We do not send any inside information about the company, whether confidential or not, to privately owned email addresses.
- When sending an email, we confirm the recipients in the “To,” “Cc,” and “Bcc” fields and any attachments so as not to send the email to the wrong recipients or send the wrong attachments.
- When taking confidential information out of the company, we comply with our company rules and manage the information properly to protect it from loss, leakage, and theft.
- We do not take pictures on company premises. If we take pictures on company premises out of necessity, we follow our company rules and take pictures in the specified way.
- We do not discuss confidential information in the presence of outsiders. Also, we do not post confidential information on social media.
- We promptly return information devices and access rights to the company once they are no longer needed.

Contact department: IT Digital Promotion Dept.

7) Prevention of insider trading

<Basic stance>
We comply with laws and regulations on the prevention of insider trading. We do not tolerate insider trading that hinders fair securities trading.

<Our code of conduct>

- For thorough insider information management, if we overhear insider information, we enter it in an information management register established in the format specified by our company rules.
- If we overhear insider information on a company, we do not buy or sell stocks of the company under the name of ourselves, our family members, or anyone else, or recommend buying or selling such stocks, until that information is made public.
- Except when necessary for business purposes, we do not reveal insider information about Toyota Industries Corporation or its group companies or business partners to our family members or acquaintances, or anyone else.

Contact department: Legal Dept.

8) Proper accounting and tax payment

<Basic stance>

- To provide our stakeholders with bona fide information regarding our business performance and financial position, we conduct proper accounting according to generally accepted corporate accounting standards and related laws and regulations.
- We strive to contribute to society and maintain and enhance corporate value by complying with the applicable tax laws and regulations of each country and region, as well as by paying the appropriate level of taxes.

<Our code of conduct>

- We believe that keeping accurate records at each workplace is the basis for providing stakeholders with correct information. With this belief in mind, we properly keep and store records of our daily business activities (including slips and inventory records) in accordance with laws and regulations, and company rules.
- We familiarize ourselves with tax-related laws, regulations and rules through face-to-face training and e-learning in accounting, and we pay taxes and respond to tax affairs appropriately.

Contact department: Accounting & Finance Dept.

9) Protection of company assets and avoidance of conflicts of interest

<Basic stance>

We do not use company assets or engage in any act that would be detrimental to the company for our own personal gain.

<Our code of conduct>

- We do not give priority to the interests of ourselves or others at the expense of the interests of the company.
- We use company assets (all tangible and intangible items, including products, equipment, fixtures, information, and intellectual property rights) for company matters only, not for private purposes. We do not engage in any illegal acts that may damage the value of company assets (such as taking them out of the company without permission).
- We pay close attention to risks, including fraud, theft, and loss, and strive for appropriate management of company assets.
- We also draw a line between public and private matters so as to avoid conflicts between the personal interests of ourselves or our family members or acquaintances and the interests of the company (“conflicts of interest”). We do not engage in any act that may interfere with the performance of our duties, such as involvement in a business that competes with the company.

Contact department: Compliance Subcommittee Secretariat
(Enterprise Risk and Compliance Management Office)

2 Respect for human rights

<Basic stance>

- We recognize that all corporate activities, from research and development, and procurement, to the provision of products and services, may directly or indirectly affect human rights. Accordingly, we respect internationally recognized human rights, including the prohibition of forced labor and child labor, right to freely associate or not associate, and the elimination of discrimination.
- We not only ensure that executives and employees of the Toyota Industries Group make efforts to respect human rights, but also encourage all of our business partners to understand and cooperate with us in such efforts.

<Our code of conduct>

- We are considerate of others and respect their individualities and privacy.
- We do not engage in any kind of harassment such as sexual and do not create a hostile work environment or engage in other unlawful behavior that may cause discomfort to others.
- We do not discriminate or harass anyone for reasons of race, nationality, ethnicity, origin, creed, age, gender, sexual orientation, gender identity, disability, or illness.
- We do not act in a way that violates human rights in our daily lives.
- We recognize that the corporate activities of all of our business partners, including suppliers, should be within the scope of our efforts to respect human rights. Based on this recognition, when we notice any incident of discrimination or human rights violation, we take action to stop it.

Contact department: Global Human Resources Dept.

3 Risk management

<Basic stance>

- We conduct thorough and organized risk management and prepare ourselves for threats to civil life and corporate activities, such as terrorism, cyber-attacks, natural disasters, pandemics, and supply-chain risks.

<Our code of conduct>

- We enhance our sensitivity to risks to the company and our own workplace on a daily basis, and strive to collect information thereof.
- We grasp the risks that may occur in our own workplace and in connection to the work we are in charge of, discuss measures against such risks with our colleagues, identify priority measures that we should take, and strive to prevent and minimize the risks.
- If a risk arises, we immediately report it to our supervisor/manager and interested divisions, and take appropriate action in accordance with our company rules.

Contact department: Enterprise Risk and Compliance Management Office and General Administration Dept.

4 Relationship with stakeholders

1) Customers

(1) Quality of product development and production

<Basic stance>

Always keeping customer orientation in mind, we strive to be ahead of the times in research and value creation. We give extra consideration to product safety and the environment, ranging from development and production to sale and services, and provide products and services that customers can use with peace of mind.

<Our code of conduct>

- From the development planning stage, we listen to the voices of our customers with sincerity under the motto of “Genchi Genbutsu Gennin”(go and see for yourself, and grasp the situation) and proceed with research and development with the functionality, quality, and safety expected by customers in mind.
- In compliance with domestic and overseas laws and regulations, standards and criteria, and the specifications agreed upon with our customers, including those related to products and the environment, we provide products and services whose quality meets the expectations of our customers.
- Based on thorough understanding of the basics of quality assurance,* we collect the wisdom of us all to solve issues through customer-oriented design reviews.
- We evaluate, test, and inspect product quality and performance according to the methods agreed upon with our customers and specified rules, and we maintain records of such evaluations, tests, and inspections.
- We standardize our tasks, conduct them reliably without Muda (waste), Mura (unevenness), or Muri (overburden), and ensure quality in each process. In the event of a defective item or an operational error, we halt the production line to prevent defective items from being sent to the post-process.

*** Quality assurance**

Refers to guaranteeing the quality that enables customers to buy products with confidence and contentment, have peace of mind and satisfaction in using them, and use them for a long time

Contact department: Quality Management Dept. and Quality Assurance Dept.

(2) Sincere sales activities

<Basic stance>

- We conduct intensive product research and forward-looking development activities to create new value for our customers.
- We serve customers with sincerity, humility, and gratitude with a sense of representing the company.

<Our code of conduct>

- We endeavor to identify what our customers are concerned with and what they have difficulty with through the repeated process of “Genchi Genbutsu (go and see for yourself), observe, listen, and make recommendations.”
- When selling a product, we carefully explain how to handle it until the customer understands us. If the product may pose a hazard if used in an improper way, we provide such information to raise the customer’s attention appropriately.
- Regarding advertising and promotion activities, we comply with relevant laws and regulations, and fully check in advance to make sure not to infringe on the rights of third parties.

Also, we do not use expressions that slander others or cause misunderstanding. We conduct advertising and promotion activities based on facts and with common sense.

- When receiving a customer complaint, we immediately report it to our supervisor/manager for directions, and promptly fact-check the complaint and take thorough measures to prevent the recurrence of the problem and prevent similar problems.

Contact department: Sales Dept. and Legal Dept.

2) Employees

(1) Workplace of Mutual Trust & Mutual Responsibility

<Basic stance>
We strive to secure employment for employees, maintain and further improve working conditions for fair and stable long-term employment, and create a workplace of mutual trust and mutual responsibility under the Toyota Industries' Corporate Philosophy: “Toyota Industries nurtures the inventiveness and other abilities of its employees. It seeks to create a climate of cooperation, so that employees and the Company can realize their full potential.”

<Our code of conduct>

- We are conscious of our responsibilities as employees of Toyota Industries Corporation, understand the company’s philosophy and values, work together as one with sincerity, and contribute to the development of society.
- We avidly learn from others, actively strive for self-growth, demonstrate our own ideas and abilities to the maximum, and work on continuous improvement (Kaizen) and quality enhancement on a daily basis.
- We must not waste any extra energy by “putting on a front,” merely for appearance sake. We must always deal with what is right in front of us and pursue the true nature of things. Once we find a problem, we must never let up, but stop and identify the root cause thoroughly and then diligently and courageously carry out our practice of Kaizen.
- Based on mutual trust and equal partnership, we respect the diversity of our colleagues, treat each other like our own family, and cooperate with each other to fulfill our individual roles.
- We carry out our daily work and life with gratitude to all stakeholders, including customers, local residents, and shareholders, and everything around us for supporting us.

Contact department: Global Human Resources Dept.

(2) Safety and health

<Basic stance>

Each and every associate in the Toyota Industries Group, guided by the spirit of our corporate creed, aims to create a corporate culture that places a top priority on maintaining safety in all areas and focuses on mutual courtesy and safety as well as realizing workplaces where associates work each day with a sense of happiness and pride. [Safety Vision]

<Our code of conduct>

- We aim to lead a regular lifestyle and strive to maintain good health so that we can work with a smile each day.
- Recognizing that every action and task poses hazards, we strive to enhance our sensitivities to identify and minimize such hazards.
- If we see someone who is not practicing safe behavior or does not know the rules, we will warn them out of kindness.
- We always return to the Safety Vision, and think and act according to it on a daily basis.
- We pay attention to the physical and mental conditions of our subordinates and ask after their health.

Contact department: Safety & Health Promotion Dept.

3) Business Partners

(1) Procurement

<Basic stance>

- We respect our suppliers and other business partners, and work with them through long-term relationships to realize mutual growth based on mutual trust.
- Whenever we seek a new business partner, we are open to any and all candidates, regardless of nationality or size, and evaluate them based on their overall strengths.

<Our code of conduct>

- We make sincere negotiations to ensure that transaction prices, terms, and conditions reflect social changes, such as rising costs.
- When deciding on a supplier, we carefully evaluate and judge the candidates not only on quality, pricing, time of delivery, safety, management stability, and technology development capabilities, but also on whether the candidates fulfill their social responsibilities, including legal compliance, respect for human rights, and environmental conservation activities.
- We promote “green procurement” and procure parts, materials, and equipment that have a low environmental impact.
- When we do business outside Japan, we promote procurement from local suppliers so that we can contribute to the local community as a local company.
- We support our suppliers in the promotion of business continuity plans (BCPs), so that in the event of an emergency, we can resume the supply of products and services to customers as quickly as possible.

- We actively encourage our suppliers to follow the Sustainability Guidelines for Suppliers, which cover the key points of this Code of Conduct, based on the understanding and endorsement of the Guidelines.

Contact department: Purchasing Dept.

4) Shareholders

(1) Public relations and investor relations (IR)

<Basic stance>

- We disseminate information actively in a fair manner so that it can be widely known in society how we contribute to solving social issues through our corporate activities. At the same time, we listen to the voices of society and maintain good relationships with our stakeholders through continuous communication.
- We collect feedback from the stock market and disclose information based on the principle of fair disclosure.
Through active dialogue with shareholders and investors, we also strive to promote understanding of Toyota Industries Corporation and enhance its corporate value.

<Our code of conduct>

- Each of us tries to act in moderation with a high sense of ethics and the consciousness that our behavior plays a role in the company's public relations activities.
- We strive for active and fair dissemination of information that is useful to society and covers all aspects of our corporate management, including financial condition, business performance, and business activity details.
- We respond to inquiries from stakeholders appropriately and promptly while paying attention to fairness.
We do not disseminate incorrect or questionable information.

Contact department: Accounting & Finance Dept. and Public Affairs Dept.

5) Global society/Local communities

(1) Environmental conservation

<Basic stance>

We will strive for the preservation of the Environment across all of our business activities and will work to develop, establish and promote technologies that are compatible with both the environment and economic activity, aiming to create a rich natural environment for future generations while establishing a sustainable society which enables the harmonious coexistence of nature with our daily lives.

<Our code of conduct>

- We comply with environment-related laws of each country and regional agreements.
When an abnormality in the environment occurs or becomes a concern, we immediately report it to our supervisor/manager and environment department.

- While working on the reduction of energy loss and waste in the workplace, we strive to develop products pursuing superior energy efficiency throughout the lifecycle of products.
- For waste reduction and the effective utilization of energy and other resources, we strive for product development and production activities that give consideration to 3R (Reduce, Reuse, and Recycle).
- We are conscious of the coexistence with nature in our business activities and strive to reduce impacts on biodiversity.
- We strive to take the initiative to conserve the environment, and extend environmental awareness to our families and communities.

Contact department: Environmental Management Dept.

(2) Traffic safety

<Basic stance>
 Aiming for a society without traffic accidents, we actively strive to raise each individual's awareness of traffic safety.

<Our code of conduct>

- By being full aware of the responsibility as drivers, we observe traffic laws, regulations, and manners, and follow the safe driving rules given below.
 [Safe driving rules]
 - Keep the speed limit.
 - Leave early.
 - Be considerate when driving.
 - Drive friendly.
 - Make sure those in the backseat also wear a seatbelt.
 - Never drink and drive (cars, motorcycles, and bicycles).
- In the spirit of giving way to each other, we strive to protect pedestrians and cyclists (vulnerable road users).
- We strive to raise awareness and foster a culture of traffic safety in the workplace.

Contact department: General Administration Dept.

(3) Social contribution activities

<Basic stance>

- To contribute to the harmonious and sustainable development of society and the earth, we actively engage in social contribution activities while respecting the culture, customs, and history of each country.
- Through close communication with local communities and stakeholders, we engage in activities that meet the needs of the communities where we conduct business activities and the needs of the various parties involved.

<Our code of conduct>

- We retain an interest in social issues, think what we can do about them, and actively participate in social contribution activities.
- With the consciousness that a company is also a member of the local community, we fulfill our responsibilities as members of the community.
- We support our peers in their volunteer activities and strive to create a work climate in which each of us can casually participate in such activities.

Contact department: General Administration Dept.

(4) Rejection of relationships with antisocial forces

<Basic stance>

- We maintain a firm attitude toward antisocial forces and reject any relationships with them.
- If antisocial forces make us an unreasonable request, we will take effective countermeasures in cooperation with the police and other appropriate services concerned.

<Our code of conduct>

- We follow this basic principle: “Conduct the Three Don’ts (do not give money to antisocial forces, do not use them, do not fear them) plus one (do not have any relationships with them).”
- We do not take part in anti-social behavior, including offering benefits to antisocial forces and money laundering.
- If antisocial forces make us an unreasonable request in the course of our work, we will report it to our supervisor/manager and respond in cooperation with the relevant divisions of our company.
- We include a clause regarding the exclusion of organized crime groups in our transaction contracts, and we reject any business relationships with antisocial forces.

Contact department: General Administration Dept.

(5) Political and religious activities

<Basic stance>

- We do not participate in political or religious activities under the name of Toyota Industries Corporation without the prior consent of the company.

<Our code of conduct>

- If we participate in political or religious activities in our personal time, we do not let them interfere with the performance of our work duties, and we draw a line between our public and private lives.
- We do not engage in political or religious activities on company premises without permission.

Contact department: General Administration Dept.

Toyota Precepts (Corporate Creed)

- Always be faithful to your duties, thereby contributing to the Company and to the overall good.
- Always be studious and creative, striving to stay ahead of the times.
- Always be practical and avoid frivolousness.
- Always strive to build a homelike atmosphere at work that is warm and friendly.
- Always have respect for spiritual matters, and remember to be grateful at all times.

Basic Philosophy

Respect for the Law

Toyota Industries is determined to comply with the letter and spirit of the law, in and outside of Japan, and to be fair and transparent in all its dealings.

Respect for Others

Toyota Industries is respectful of the people, culture, and tradition of each region and country in which it operates. It also works to promote economic growth and prosperity in those countries.

Respect for the Natural Environment

Through its corporate activities, Toyota Industries works to contribute to regional living conditions and social prosperity and also strives to offer products and services that are clean, safe, and of high quality.

Respect for Customers

Toyota Industries conducts intensive product research and forward-looking development activities to create new value for its customers.

Respect for Employees

Toyota Industries nurtures the inventiveness and other abilities of its employees. It seeks to create a climate of cooperation, so that employees and the Company can realize their full potential.

Toyota Industries Group Sustainability Policy

We, Toyota Industries Corporation and our subsidiaries, contribute to the harmonious and sustainable development of society and the earth through all corporate activities that we carry out in each country and region based on the Toyoda Precepts (Corporate Creed) and our Basic Philosophy.

In order to contribute to sustainable development, we believe that management interacting with its stakeholders is of considerable importance, and we endeavor to build and maintain sound relationships with our stakeholders through open and fair communication.

We expect our business partners to support this policy and act in accordance with it.

[Compliance]

- We comply with local, national, and international laws, regulations and rules as well as the spirit thereof, and conduct our corporate activities with honesty and integrity. We also respect the culture and history of each country and region and maintain the highest ethical standards.
- We do not violate any laws, including competition laws, anti-bribery laws, export control laws, intellectual property protection laws, and data protection laws covering personal information.

[Respect for Human Rights]

- Based on international standards including the International Bill of Human Rights and the International Labour Organization's Declaration on Fundamental Principles and Rights at Work, we respect the human rights of all people.

[Risk Management]

- We conduct thorough and organized risk management and prepare ourselves for threats to civil life and corporate activities, such as terrorism, cyber-attacks, natural disasters, pandemics, and supply-chain risks.

[Role of Top Management]

- Our management recognize that it is their role to realize the spirit of this policy, build effective governance systems for the conduct of business, and strive to raise awareness of the policy's spirit within the corporation and the entire corporate group. If a violation of this policy occurs, our management proactively take responsibility to respond to the situation, including resolving the problem, investigating the causes, and preventing the problem from recurring.

Relationship with Stakeholders

<Customers>

- Based on our philosophy of "Customer First," we develop and provide innovative, safe, and high-quality products and services that meet a wide variety of customers' demands to enrich the lives of people around the world.

<Employees>

- We respect our employees and encourage personal growth for our employees under our belief that the success of our corporate activities is led by nurturing each individual's character and abilities, and realization of the corporate group's full potential.
- We support equal employment opportunities and diversity for our employees and strive to enhance our team strength.
- We strive to provide fair working conditions and to maintain a safe and healthy working environment for our employees.
- Through communication and dialogue with our employees, we build and share the value of "Mutual Trust and Mutual-responsibility" and work together for the success of our employees and the corporation.

<Business Partners>

- We respect our suppliers, dealers, and other business partners, and work with them through long-term relationships to realize mutual growth based on mutual trust.
- Whenever we seek a new business partner, we are open to any and all candidates, regardless of nationality or size, and evaluate them based on their overall strengths.

<Shareholders>

- We strive to enhance corporate value while achieving stable and long-term growth for the benefit of our shareholders.
- We provide our shareholders and investors with timely and fair disclosure of our corporate information through open and constructive dialogue.

<Global Society/Local Communities>

[Environment]

- We aim for growth that is in harmony with the environment by seeking to minimize the environmental impact of our corporate activities, such as by working to reduce the effect of our vehicles and operations on climate change and biodiversity. We strive to develop, establish, and promote technologies enabling the environment and economy to coexist harmoniously, and to build close and cooperative relationships with a wide spectrum of individuals and organizations involved in environmental preservation.

[Community]

- We operate our business so as to earn the trust of respective communities by honoring the cultures, customs, histories, and laws of each country.
- We constantly search for safer, cleaner, and superior technologies that meet the evolving needs of society.

[Social Engagement and Contribution to Development]

- Wherever we do business, we actively engage in community involvement activities and contribute to community development, both individually and with partners for mutual prosperity with local communities.

The design of this cover uses a compass as its motif to express the code of conduct of each employee working together at Toyota Industries Corporation.

Toyota Industries Corporation Employee Code of Conduct

First Edition: March 1998

Revision: April 2023 (Fourth Edition)

For inquiries regarding the Code of Conduct,
please contact Enterprise Risk and Compliance Management Office at the head office.

