



October 1, 2022

i-PRO Code of Conduct

General Rules

1. Intent

The i-PRO Code of Conduct (“Code of Conduct”) is the written expression of fundamental items that each officer^{*1} and employee^{*2} of i-PRO Group^{*3} should comply with, and stipulates basic standards of behavior.

2. Scope of Application

The Code of Conduct applies to each officer and employee of i-PRO Group, and to parties that have consented to comply with the Code of Conduct when entering into an agreement with any i-PRO Group company, as well as the officers and employees of that party. In this Code of Conduct, the subject “i-PRO” refers to each individual within the scope of application.

3. Points to Remember and Responsibilities in Operations

Each officer and employee of every i-PRO Group company is required to comply with the Code of Conduct.

Directors, executive officers and managers are to take the initiative to set an example in complying with the Code of Conduct, and to enforce it within the organization. If an employee discovers conduct that contravenes the Code of Conduct, they should promptly report it to, or discuss it with, their superior or the in-house whistleblowing hotline.

4. Action in Response to Violations

In the event of a violation of the Code of Conduct, including violations of laws and ordinances, the person(s) involved may be subject to disciplinary measures, as stipulated in the relevant laws and ordinances or in-house regulations. In addition, in the case where a violation causes damage to the company, or harms its corporate image, the company may take legal action, including filing for damages.

5. Enactment, Revision or Repeal

The i-PRO Co., Ltd. Board of Directors shall make decisions on the enactment, revision or repeal of the Code of Conduct. It shall conduct necessary review and revision according to changes in the laws and ordinances, or conventions, of each country, or due to social or business activities and to the state of operation of the Code of Conduct.



Additional provisions.

Date of implementation

This Code of Conduct takes effect from October 1, 2022.

*1 Officers refers to directors, auditors, executive officers or persons equivalent to these.

*2 Employees refers to persons engaged in the work of the company, including full-time, temporary, contract, agency dispatch, part-time and casual employees.

*3 i-PRO Group refers to i-PRO Co., Ltd. and its affiliated subsidiaries.