

JUNE 2023

DRB Code of Conduct

DRB HOLDING AND DRB AFFILIATES ARE REFERRED TO AS DRB

Table of Content

CEO Greetings

5 Principles of DRB

1. General Principles

- a. Purpose
- b. Scope and Coverage
- c. Requirements
- d. Management System
- e. Compliance Management
- f. Continuous Improvement
- g. Violation Report

2. Human Rights

- a. Equity and Diversity
- b. Prohibition of Discrimination and Harassment
- c. Prohibition of Child Labor
- d. Prohibition of Forced Labor
- e. Employee Grievance Process
- f. Responsible Procurement
- g. Political Activities

3. Working Conditions

- a. Work Environment
- b. Employment Conditions
- c. Work Hours
- d. Wage and Benefits
- e. Capacity Enhancement
- f. Collective Agreement

4. Health and Safety

- a. Employee Health Promotion
- b. Safe Workplace
- c. Emergency Preparedness and Response
- d. Sanitation Facility and Hygiene

5. Customer, Shareholder, and Investor Protection

- a. Customer Respect and Protection
- b. Shareholder and Investor Respect and Protection

6. Quality Management

- a. Product Quality Management

7. Climate Change Response

- a. Climate Change Response
- b. Expansion of Renewable Energy Usage
- c. Energy Management

8. Green Management

- a. Hazardous Substances Management
- b. Circular Economy and Waste Management
- c. Air Pollutant Management
- d. Water Management
- e. Biodiversity
- f. Development of Eco-Friendly Products and Technology
- g. Environmental Permits and Disclosure Requirements
- h. Environmental Risk Management for Local Community

9. Information Security

- a. Employee Information Security
- b. Proprietary Information
- c. Personal Information Protection
- d. Acquisition and Use of Third-Party Information
- e. Information Management
- f. Insider Trade

10. Asset Management

- a. Intellectual Property Rights
- b. Usage of Assets and Facilities

11. Fair Trade

- a. Prohibition of Monopoly
- b. Fair Contract
- c. Compliance with Trade Regulations
- d. Tax Policy
- e. Counterfeit Parts Management

12. Anti-Corruption

- a. Gifts, Hospitality, and Bribery
- b. Transactions with the Government

13. Conflict of Interest

- a. Distinction Between Public and Private Affairs
- b. Public Announcement and Usage of Social Media (SNS)

14. Supply Chain Management

- a. Supplier Management
- b. Muture Growth
- c. Product Chemical Substance Management

15. Community Contribution

- a. Global Corporate Citizenship Capacity Enhancement
- b. Transparent Management of Social Contribution Projects

CEO Greetings

A DRB Member who Thinks, Embraces, and Acts based on Honesty, Integrity, and Trust.

Dear DRB Colleagues,

Since 1945, DRB Industrial has consistently led the domestic rubber industry by successfully pioneering the localization of rubber belts.

Our collective efforts assure DRB's continued growth as a sustainable company.

Nowadays, companies need to consider not only financial performance but also non-financial performance. DRB actively responds to climate change, safeguards all human rights within the DRB value chain, and fulfills disclosure obligations for transparent corporate operations.

This Code of Conduct incorporates key themes and values from ISO 26000, UNGC Ten Principles, UN SDGs, and OECD Guidelines. Let the DRB Code of Conduct guide us in making sound decisions in our daily work.

If you encounter any difficulties in adhering to the Code of Conduct or have suggestions, please feel free to contact the Legal & Compliance Team, or the Audit and Inspection Team, and other relevant departments. We are all ready to support the adherence to the Code of Conduct.

Thank you.

DRB Holding Co., Ltd.
CEO, Ryu, Yeong Sik

5 Principles of DRB

Demands of various stakeholders including clients, shareholders, employees, and government are rising steadily and the expectations of the international community regarding corporate social responsibility are increasing.

DRB has instituted a 'Code of Conduct' to tangibly realize sustainable management, guided by the vision that 'Daily Life of DRB Contributes to the Sustainable Future.' By publicly disclosing the commitments that all employees should uphold, we aspire to conduct more responsible management activities.

- 1. Comply with the laws and ethics.**
- 2. Respect the customers, shareholders, and employees.**
- 3. Establish a healthy corporate culture.**
- 4. Prioritize environment, safety, and health.**
- 5. Fulfill corporate social responsibility as global corporate citizens.**



Code of Conduct

1. General Principles

a. Purpose

a.1 All employees shall recognize the company's values and reputation hinge on each individual. Adherence to ethical conduct based on company core values and compliance with the law is imperative.

a.2 The Code of Conduct supports employees in making sound judgments and appropriate actions.

b. Scope and Coverage

b.1 DRB Code of Conduct applies to all employees including subsidiaries and affiliates, within the DRB group. Employees involved in specific areas such as procurement, finance, sales, and the environment must adhere to policies relevant to their respective duties.

b.2 It is crucial for DRB's suppliers to comply with the Code of Conduct for Business Partners and integrate applicable sections of the Code of Conduct into their business management.

c. Requirements

c.1 All employees shall commit to adhering to the Code of Conduct and actively participate in the training for its implementation.

c.2 DRB is committed to incorporating the requirements of the Code of Conduct into its business operations, placing significant emphasis on compliance with the roles and expectations outlined in the Code of Conduct

c.3 Local requirements, whether based on laws or company policies, shall take precedence over the Code of Conduct if more stringent. In addition, provisions specified in DRB's Code of Conduct and company policies that are more stringent than local requirements shall take precedence over local requirements.

d. Management System

d.1 DRB should establish a management system to ensure the systematic implementation of the Code of Conduct agenda and to promote continuous improvement in the respective areas.

d.2 The management system shall be of sufficient scale in proportion to the complexity, scale, and risks of the business operations conducted by business partners.

d.3 The management system, while not necessarily required to have global certification, shall be established to a level capable of certification.

► Action Desired

- The management system shall address the areas specified in the Code of Conduct, identify risk factors, implement measures to mitigate the identified risks, and observe the effectiveness of the implemented measures.

- The management system shall include policies, procedures, and processes aimed at ensuring that all partner companies, including suppliers, adhere to equal requirements.

Code of Conduct

e. Compliance Management

e.1 DRB should comply with internal rules and the laws and regulations of the countries and regions where it operates business, meet social demands.

e.2 Employees should always acquire knowledge, including the latest legal requirements, internal rules, and societal demands, through training and other means to carry out their duties.

e.3 Employees shall always behave with integrity based on fair business practices, promptly report any issues or concerns, and take corrective and preventive actions. In addition, they should make efforts to ensure that the whistleblower does not face any disadvantages in accordance with laws and internal regulations.

f. Continuous Improvement

f.1 DRB shall systematically manage the Code of Conduct by appointing management departments and individuals for continuous improvement.

f.2 DRB shall develop and maintain a process for identifying risks related to human rights and labor, health and safety, environment, corporate ethics, and legal compliance in management activities. They shall assess the relative significance of each risk and implement appropriate procedures and controls to minimize identified risks.

f.3 The Code of Conduct can be amended with prior approval from the board of directors, and the latest version of the Code of Conduct shall be disclosed to all stakeholders, including employees.

f.4 DRB shall comply with global standards, set objectives, establish a system, develop targets and plans, and regularly assess performance against these goals related to the Code of Conduct.

f.5 Procedures and systems shall be established to promptly address any identified deficiencies or violations related to the implementation of the Code of Conduct through internal and external audits, assessments, checks, investigations, or reviews.

g. Violation Report

g.1 The case of a employee becomes aware of an act that violates relevant laws, ethical codes, or the Code of Conduct, or suspects a violation, they shall report the violation or concern through the internal reporting department or the cyber audit office.

g.2 DRB shall guarantee the anonymity of the whistleblower who reports issues, ensuring that any employee can raise concerns without fear of retaliation. Any actions causing harm or disadvantage to the whistleblower are strictly prohibited.

g.3 DRB shall take appropriate measures against any employee who violates relevant laws, ethical codes, or the Code of Conduct. Investigations shall be conducted to address the issues, prevent recurrence, and develop improvement plans.

Code of Conduct

2. Human Rights

a. Equity and Diversity

a.1 DRB shall provide equal opportunities to all employees and applicants to respect the human rights of each individual.

a.2 DRB should create a collaborative work environment where the rights of all employees are respected, and creative and cultural diversity is acknowledged.

a.3 DRB should establish a human rights management system to prevent human rights violations and fulfill the obligation of implementing and monitoring human rights and conduct human rights due diligence.

b. Prohibition of Discrimination and Harassment

b.1 DRB should not discriminate without reasonable cause (internal policy, procedure, and rules, international standards, tax treaty, etc.) based on factors such as gender, race, ethnicity, nationality, religion, age, marital status, sexual orientation, gender identity, social status, disability, pregnancy, military service status, genetic information, political inclination, or any conditions not related to job requirements. They shall comply with international agreements such as ILO Convention no. 100 and no. 111 and other relevant local laws.

b.2 DRB should not tolerate harassment or aggressive behavior that can disrupt the work of other employees.

• Discrimination

Getting adverse consequences based on personal factors unrelated to job performance, such as gender, gender identity, age, nationality, race, ethnicity, skin color, cultural background, religion or belief, disability, health information, sexual orientation, and union membership.

• ILO Convention

Multilateral International Agreements on the Prohibition of Employment Discrimination (no. 100: Equal Remuneration Convention and no. 111: Discrimination (Employment and Occupation) Convention)

▶ Example

- Making judgments about job applicants based on criteria unrelated to job performance, such as gender, religion, sexual orientation, etc., during the recruitment process.

▶ Action Desired

- The decision to hire based on whether the applicant meets the qualifications, abilities, experience, and basic requirements for the relevant position.

• Harassment

The act or expression that creates, encourages, or fosters a work environment that is perceived as uncomfortable or threatening.

▶ Example

- Physical or psychological harassment, bullying, sexual harassment, harassment through the abuse of power, racial discrimination, and inappropriate humor.
- Behavior that causes discomfort or distress.

▶ Action Desired

- The supervisor should not give orders that violate laws or internal rules, nor force employees to work involuntarily through mental or physical coercion.

Code of Conduct

c. Prohibition of Child Labor

c.1 DRB's child labor prohibition policy shall prioritize the best interests of the child.

c.2 Employees shall adhere to international standards on children's rights, such as the UN Convention on the Rights of the Child, Children's Rights and Business Principles (CRBP), and ILO conventions.

c.3 DRB should not engage with or be supplied goods and services from businesses involved in child labor or in violation of related laws. In the event of confirming such facts, a zero-tolerance policy is upheld.

c.4 DRB shall investigate compliance with the prohibition of child labor in all domestic and international operations, as well as among all suppliers involved in transactions.

c.5 DRB's domestic and international operations, as well as suppliers, shall adhere to stringent employment procedures, including age verification of employees and job applicants through legal documents such as identification cards and birth certificates.

c.6 DRB shall prohibit the assignment of hazardous tasks to minors (under 18 years of age or below the age specified by local law) based on job types (e.g., night work). Furthermore, DRB shall ensure that the employment of minors does not limit their educational opportunities, and they must not employ minors in a manner that is harmful to their physical, mental, spiritual, moral, or social development.

c.7 DRB shall comply with the obligation to disclose the status of child labor management.

• Child

Individuals under the age of 15 (or 14, if permitted by local law) or those not meeting the minimum employment age or compulsory education completion age as defined by local law.

• UN Convention on the Rights of the Child

The UN Convention on the Rights of the Child is an international human rights treaty established in 1989. It outlines the rights that every child should enjoy equally and describes these rights that children are entitled to.

• UN Convention on the Rights of the Child Children's Rights and Business Principles (CRBP)

Save the Children, in collaboration with UNICEF and the UN Global Compact, introduced the Children's Rights and Business Principles in 2012. It provides a comprehensive framework for understanding and addressing the impact of business activities on children's rights and quality of life.

• ILO Convention No. 182

Convention concerning the prohibition and immediate action for the elimination of the worst forms of child labor

• ILO Convention No. 138

Convention concerning minimum age for admission to employment, and other related conventions on the eradication of child labor in the context of fundamental human rights.

► Example

- The case of child labor found from the supplier

► Action Desired

- Conducting investigations to ensure that supplied products are not the result of child labor.
 - No tolerance for child labor, applied not only to all DRB operations but also to suppliers.
 - In the event of discovering child labor, reevaluating the relationship with the respective supplier (zero-tolerance principle)
-

Code of Conduct

d. Prohibition of Forced Labor

d.1 DRB shall recognize forced labor as a significant issue and integrate it throughout overall management.

d.2 DRB shall prohibit engaging in or imposing forced labor through mental or physical coercion, in compliance with the international agreement on the prohibition of forced labor (ILO Convention No. 29).

d.3 DRB shall comply with the forced labor prohibition laws of the countries in which it operates and ensure the prohibition of forced labor, considering laws such as the California Transparency in Supply Chains Act, the Uyghur Forced Labor Prevention Act in the United States, and the Modern Slavery Act in the United Kingdom, and guarantee labor based on free will.

d.4 Employees shall do every assignment and task voluntarily and have the right to retire at any time without facing any disadvantages based on their own will.

d.5 DRB should not source goods and services from suppliers involved in forced labor due to physical/mental coercion or debt bondage. In case of confirming such instances, they should take action.

d.6 DRB shall guarantee freedom of movement for employees. They shall not require the transfer of personal identification, passports, or work permits as a prerequisite for employment.

d.7 DRB shall comply with the obligation to disclose the status of forced labor management.

• Forced Labor

Engaging in work or service under the threat of punishment, contrary to one's voluntary will

• California Transparency in Supply Chains Act (CATSCA)

This law, enacted on January 1, 2012, applies to manufacturing companies (with an annual gross revenue of \$100 million or more) operating in the state of California. It requires them to publicly disclose their own activities to ensure the absence of forced labor and human trafficking in their supply chains.

• Uyghur Forced Labor Prevention Act

This law, enacted on June 22, 2022, prohibits the entry of all goods (such as cotton, polysilicon, etc.) produced through forced labor in the Xinjiang Uyghur Region of China into the United States.

• Modern Slavery Act

This law, enacted on March 26, 2015, established by the UK Parliament, encompasses criminal offenses related to human trafficking and slavery.

• ILO Convention No. 29

The Convention Concerning Forced or Compulsory Labour, adopted in 1930, prohibits all forms of forced labor.

► Example

- Labor demand in situations without official hiring status, confiscation of identification documents such as ID cards and passports, and non-payment of wages.
 - poor working conditions and physical or sexual abuse.
 - Restriction of movement (such as employees being unable to leave the company premises)
-

Code of Conduct

e. Employee Grievance Process

e.1 All employees shall be encouraged to raise work related concerns through the grievance channel.

e.2 DRB shall ensure anonymity of employee reporting through the grievance channel and maintain confidentiality of the information provided. However, in addressing the concerns of the respective employee, only the minimal information necessary for resolving the issue will be shared with relevant parties, with a primary focus on ensuring the protection of the employee.

e.3 DRB shall be obligated to establish a grievance process system and framework in accordance with relevant laws and standards.

e.4 Employees shall be protected from dismissal, threats, retaliation, or any unreasonable actions due to reporting complaints.

e.5 DRB shall train all employees on grievance process procedures. In addition, DRB shall ensure that the grievance process and relevant systems are easy to access and available for use when needed.

e.6 DRB shall engage with stakeholders to monitor and address issues for the enhancement of the grievance process procedures.

e.7 DRB shall transparently disclose the grievance process and outcomes to all employees. In addition, in cases where there is a potential for serious human rights violations, DRB shall provide emergency remedies even before the initiation of the formal grievance process.

• Grievance Process Channels of DRB

- Sangdam4u: Concerns, stress counseling, self-development coaching, and harassment reporting
- Cyber Audit Department: A system for employees and stakeholders to report misconduct of DRB.

f. Responsible Procurement

f.1 DRB shall recognize human rights violations and environmental pollution from the mineral extraction process as extremely serious matters.

f.2 DRB shall adhere to the laws of the respective country regarding the use of conflict minerals, based on 'OECD Due Diligence Guidance.'

f.3 DRB shall ethically source minerals for its products by transacting with refineries certified under CFS (Conflict-Free Smelter) principles through responsible supply chain management, while also rigorously controlling the use of conflict minerals.

f.4 DRB may request an origin certificate for provided products from suppliers when necessary, and if risks within the supply chain are not improved, DRB reserves the right to take actions against the suppliers

f.5 DRB's mineral purchase funds should not be used for financing armed conflicts.

• Conflict Minerals

Mined and traded minerals, including tin, tantalum, tungsten, gold and cobalt, in Democratic Republic of Congo and ten neighboring countries in Africa.

• Conflict-Free Smelter (CFS)

smelters that have been certified not to sell conflict minerals.

• OECD Due Diligence Guidance

Guidelines for all companies that may source minerals or metals mined in conflict-affected and high-risk areas.

Code of Conduct

g. Political Activities

g.1 DRB shall maintain neutrality with respect to all political parties and candidates for public office.

g.2 DRB should not use the name or assets of the company to advance the interests of any specific political party or candidate for public office.

g.3 DRB shall respect the right of employees to personally support political activities at their own expense and time; however, employees are prohibited from using company property, facilities, time, or funds for political activities.

g.4 If an employee intends to assume public office or is offered a public position, they shall report to the company. Public service activities of employees shall be discussed in advance with the HR department to assess any potential impact on the company.

• Political Activity

The act of supporting a chosen political party or candidate

► Example

- Running for public office
- Fundraising for political candidates
- Contributions or volunteer efforts on behalf of the company for a political party
- Signing statements or petitions, or drafting statements or petitions
- Publicly expressing support for political issues or submitting statements

► Action Desired

- DRB should not make contributions (cash or in-kind) to support political, election campaigns, or elected officials at the corporate level.



Code of Conduct

3. Working Conditions

a. Work Environment

a.1 DRB shall create a pleasant working environment, promote work efficiency, and ensure a healthy and safe workplace

a.2 DRB shall recognize the importance of providing facilities for female employees' health and well-being, including a resting place for women, nursing room, and infirmary, and ensure employees do not experience discomfort in their work environment.

a.3 DRB shall improve the working environment for disabled employees and ensure that they can perform their duties comfortably through efforts such as universal design and smart work environments.

a.4 DRB shall actively communicate with stakeholders regarding the working environment, establish improvement plans, and implement them.

b. Employment Conditions

b.1 DRB should not require conditions that are not necessary for job performance when recruiting and hiring.

b.2 DRB shall cover all costs incurred during the recruitment of employees and should not demand any separate fees from employees during or after the hiring process.

b.3 DRB shall ensure transparency in the hiring process by disclosing information about the responsibilities, recruitment procedures, and criteria for each stage through job postings or the company website.

► Example

- Physical conditions such as appearance, height, and weight of applicants
- place of origin, marital status, and personal assets of applicants
- Educational background, occupation, and personal assets of the applicant's family members

c. Work Hours

c.1 DRB shall manage the working hours of employees.

c.2 DRB shall comply with the legal working hours in countries where the business operates.

c.3 DRB shall ensure breaks during working hours.

c.4 DRB shall avoid non-consensual overtime work, and in cases where unavoidable overtime work occurs, and provide fair compensation in accordance with local laws.

c.5 DRB shall ensure that employees are provided with at least one day off on average per week.

d. Wage and Benefits

d.1 DRB shall comply with global standards and relevant national regulations, set the work hours based on work types, and determine fair wage conditions.

d.2 DRB shall provide employees with wages and benefits that meet or exceed the legal minimum standards of countries where business operates. In addition, the applicable deductions according to relevant laws and regulations shall be applied to the set wages and benefits, which are to be fully paid at the designated time.

d.3 DRB shall comply with the guaranteed minimum wage, overtime pay, social insurance enrollment, and obligation to provide rest/vacation, as specified in employment regulations and collective agreements in countries where the business operates.

Code of Conduct

d.4 DRB shall provide working conditions using language and methods understandable to workers while hiring or making changes to employment contracts.

d.5 DRB expands various welfare systems and programs, such as the remote work system, childcare leave, and daycare support, to improve the quality of life for all employees. In addition, DRB shall ensure that relevant information and services are easily accessible.

d.6 DRB shall improve welfare systems through active communication with stakeholders, including employees.

e. Capacity Enhancement

e.1 DRB shall prioritize the cultivation of talent in business management.

e.2 DRB shall provide major policies of the company, employment regulations, and safety guidelines to employees, and conduct necessary legally obligated training for business management.

e.3 DRB shall plan for employees to receive necessary training for the improvement of their job skills, and employees are expected to earnestly engage in the training.

e.4 DRB shall conduct appropriate training, including orientation and job-specific training, for new hires and employees who move to different departments.

e.5 DRB shall adopt a standardized performance assessment system to make fair decisions and offer opportunities for outstanding talents to grow into experts.

f. Collective Agreement

f.1 DRB shall be committed to maintaining and advancing a cooperative labor-management relationship based on mutual trust and sincerity.

f.2 DRB shall respect the freedom of association of employees in accordance with international agreements related to collective bargaining (such as ILO Convention No. 87 and 98) and local laws.

f.3 All employees have the right to organize and join an association that can represent their interests, and to negotiate collectively or individually. The choice of those who decide not to join a union shall also be respected.

f.4 Interference with members intending to organize or engage in union activities shall be prohibited, as well as any activities that threaten, harass, or retaliate against workers participating in unions or other representative organizations.

f.5 DRB shall engage diligently in discussions regarding matters related to collective bargaining with the representatives of employees.

f.6 DRB shall allow individual members to freely propose negotiation matters in the absence of representatives of the members.

f.7 DRB shall disclose the results of collective bargaining to its members and, if necessary, provide information about the relevant discussions and negotiation processes.

Code of Conduct

4. Health and Safety

a. Employee Health Promotion

a.1 DRB shall prioritize the health and safety of employees and the local community and provide a safe working environment for all employees.

a.2 DRB shall conduct health examinations regularly, including general or specific health examinations, for employees in accordance with the health examination laws of countries where business operates. When necessary, measures such as adjusting work processes, job transitions, and reducing working hours for employees shall be implemented.

a.3 DRB shall be committed to prevent occupational diseases by establishing a system and process that includes reporting on key issues and appropriate actions for eliminating causes based on the type, and actively implement health and safety measures.

a.4 DRB shall conduct health promotion programs, including smoking cessation, weight management, physical activity, mental health care, and prevention of musculoskeletal disorders, for the well-being of employees.

b. Safe Workplace

b.1 DRB shall enhance the health, safety, and security of employees.

b.2 DRB shall comply with international standards related to safety (such as ILO Convention No. 155), relevant regulations, and guidelines, including the 'Environmental and Occupational Health and Safety Operating Procedures,' and promote the integration of workplace cleanliness and adherence to safety rules.

b.3 DRB shall design a safe workplace according to the 'Occupational Health and Safety Operating Procedures' to ensure that employees are not exposed to potential hazards and conduct regular safety training to comply with safety regulations and establish a culture of workplace safety.

b.4 DRB shall be committed to establish a system and process to measure the incidence of industrial accidents and prioritize taking health and safety measures.

b.5 DRB shall investigate the causes of occupational accidents when it occurs and establish improvement measures.

b.6 DRB shall establish processes in accordance with the relevant laws of the countries where the business operates and the policies of the company to protect workers from all risks associated with their duties and take safety measures.

b.7 DRB shall inspect and assess regularly the safety of hazardous or dangerous machinery, equipment, and facilities within the workplace.

b.8 DRB shall install and maintain safety devices, such as safety guards, protective barriers, emergency equipment, etc., to prevent accidents associated with the use of hazardous or dangerous machinery, equipment, and facilities within the workplace.

b.9 Safety manager shall provide appropriate training for employees to perform their tasks safely and distribute necessary safety equipment. Safety equipment shall be easily accessible and maintained to function properly. Employees shall be required to understand and adhere to all safety rules, including wearing protective gear.

b.10 Employees shall be prohibited from work when under the influence of alcohol or drugs.

b.11 Employees shall correct or report any unsafe conditions or behaviors for their own and others' safety.

Code of Conduct

b.12 DRB shall operate an occupational safety committee, monitor performance, and report and disclose the results to stakeholders.

• **Serious Accident Punishment Act of the Republic of Korea**

Korean law was enacted to prevent serious accidents and protect the lives and physical safety of citizens and workers by prescribing the punishment, etc. of business owners, responsible managing officers, public officials, and corporations that have caused casualties in violation of their duties to take safety and health measures while operating businesses or places of business, public-use facilities, or public transportation vehicles or handling materials or products harmful to human bodies.

▶ **Example**

- When employees feel that facilities or equipment do not comply with safety standards.
- When employees do not wear safety equipment during work.

▶ **Action Desired**

- DRB employees are obligated to comply with regulations and codes of conduct specifying safety and health measures for the prevention of major accidents. They also have a duty to ensure that subcontractors entering DRB premises comply with safety and health regulations.
- DRB employees shall contact the managing supervisor responsible for overseeing the relevant safety standards and request a review.
- DRB employees are obligated to adhere to safety regulations and codes of conduct. In addition, they are required to wear the necessary protective equipment as dictated by the workplace.

c. Emergency Preparedness and Response

c.1 DRB shall minimize the risk of casualties and property damage in emergency situations and actively manage potential risks.

c.2 DRB shall establish plans to respond to emergency situations such as natural disasters, infectious diseases, chemical spills, fires, and safety incidents.

c.3 DRB shall manage and prepare for potential emergencies, such as fire, severe weather, chemical substance spills, hacking, and computer network errors, in accordance with internal regulations, and identify and assess potential emergency situations in advance to ensure an effective response.

c.4 Employees shall strictly adhere to the recommendations of the international community (such as the World Health Organization), government and company infectious disease regulations, and guidelines when an infectious disease is prevalent. In case of infection, employees shall follow the government and company regulations and guidelines related to infection control.

c.5 DRB shall train in accordance with the laws of countries where the business operates, along with company plans and manuals, to prepare for emergency situations.

c.6 DRB shall ensure that emergency response facilities, such as escape routes, emergency lighting, fire detection systems, alarms, and firefighting facilities, are properly equipped and operational.

c.7 DRB shall actively cooperate in the emergency response efforts of the countries where business operates and local community and minimize damage.

Code of Conduct

d. Sanitation Facility and Hygiene

d.1 DRB shall install and manage facilities for bath, rest, and exercise to enhance the convenience of employees.

d.2 DRB shall maintain the cleanliness of hygiene facilities widely used, such as rest areas, restrooms, health care rooms, and dining areas and regularly disinfect to create a pleasant working environment.

d.3 DRB shall comply with the legal requirements for the use and maintenance of hygiene facilities and regularly report on the conditions.



Code of Conduct

5. Customer, Shareholder, and Investor Protection

a. Customer Respect and Protection

a.1 DRB shall keep in mind that the growth of our customers is our development and strive for customer satisfaction by providing products and services that customers can trust.

a.2 DRB shall respect and comply with laws where the business operates and international regulations regarding consumer protection.

a.3 DRB shall provide accurate information about products and services to customers and be prohibited from exaggeration or false advertising. DRB also shall prioritize the protection of customer interests, safety, and personal information, and avoid engaging in unfair practices towards customers.

a.4 Employees shall be encouraged to understand changes in the environment and customer demands and prioritize the incorporation of customer and supplier requirements and suggestions into the improvement processes of product design, distribution, services, and other aspects.

• Framework Act on Consumers of the Republic of Korea

Korean law was enacted to protect the basic rights and interests of consumers, there are laws that regulate the duties and roles of businesses.

b. Shareholder and Investor Respect and Protection

b.1 DRB shall protect shareholders' rights and accept shareholders' legitimate demands and proposals.

b.2 DRB shall treat all shareholders, including minority shareholders, fairly and equally.

b.3 DRB shall ensure that the interests and rights of minority shareholders are not unfairly infringed upon by making management decisions considering the overall benefit.



Code of Conduct

6. Quality Management

a. Product Quality Management

a.1 DRB shall prioritize the importance of quality management and produce products in accordance with international standards.

a.2 DRB shall ensure the quality, safety, and effectiveness of its products and services by adhering to internal quality management procedures, processes, and requirements.

a.3 Employees shall report the results of quality inspections honestly and accurately, without falsifying, altering, or concealing the results.

a.4 DRB shall transparently communicate relevant information to stakeholders in case of a serious issue affecting product quality.

a.5 DRB shall continuously maintain and improve the efficiency of products, services, processes, and systems for quality enhancement. In addition, regular training for the improvement of the competencies of quality managers shall be conducted.

a.6 DRB shall notify customers in advance when factors affecting quality, such as changes in facilities, materials, or work methods, arise and prevent the defects in a timely manner.

a.7 DRB shall incorporate feedback from customers and stakeholders regarding products and services to enhance quality.



Code of Conduct

7. Climate Change Response

a. Climate Change Response

a.1 DRB shall recognize climate change response as a crucial issue. Therefore, actively addressing climate change and striving for environmental conservation are important matters for DRB. These efforts take precedence in our environmental management and across our products and services.

a.2 DRB shall actively engage in climate change response and environmental conservation activities as a global company in all business operations, suppliers, and local communities. DRB shall monitor and manage environmental issues closely associated with the operations.

a.3 DRB shall reduce greenhouse gas emissions in accordance with the goals set by international climate agreements.

a.4 DRB shall establish climate change response and risk management scenarios caused by artificial factors and incorporate them into management activities, products, services, and future business strategies.

b. Expansion of Renewable Energy Usage

b.1 DRB shall actively pursue the use of renewable and alternative energy sources for its business operations and logistics systems.

b.2 DRB shall consider and respect the impact on the local community, including the right to prior consent, when sourcing or constructing renewable energy sources such as solar panels.

b.3 DRB shall transition from conventional fossil energy to renewable energy to achieve carbon neutrality.

c. Energy Management

c.1 DRB shall establish a system to measure and disclose energy consumption and greenhouse gas emissions, contributing to global efforts in climate change response.

c.2 DRB shall improve energy efficiency and reduce greenhouse gas emissions.

► Action Desired

- Recycling waste heat to increase energy efficiency.
-

Code of Conduct

8. Green Management

a. Hazardous Substances Management

a.1 DRB shall inspect raw materials and parts for presence of any hazardous substances and manage any information related to such substances used in production, import, use, transport, and storage for safe management.

a.2 DRB shall adhere to global regulations and laws of the regional councils (EU, ASEAN, etc.) and countries where business operates (REACH, RoHS), regarding every raw material, part, component, semi-finished product, and finished products that DRB uses or produces.

a.3 DRB shall adhere to requirements for registration, evaluation, certification, and restrictions regarding DRB products.

a.4 DRB shall monitor, control, and treat the environmental pollutants in accordance with the relevant laws and the company's environmental policy before discharging them into the environment and disclose the results.

a.5 DRB shall handle hazardous substances appropriately and take various measures such as following hazardous materials incident response procedures, providing Material Safety Data Sheets (MSDS), and conducting employee training to prevent accidents.

a.6 DRB should inspect the raw material and parts that DRB procures, produces, sells, and distributes for any substance harmful to humans or the environment.

a.7 DRB shall promote the conversion of harmful substances into non-harmful substances to minimize the environmental impact.

- **EU REACH (Registration, Evaluation, Authorisation & Restriction of Chemicals)**

European regulation for chemical substances

- **EU RoHS (Restriction of Hazardous Substances in Electrical and Electronic Equipment)**

European directive on limiting use of ten hazardous substances in electrical and electronic equipment

- **Occupational Safety and Health Act of the Republic of Korea, Chapter VII, Section 1**

Classification and Management of Hazardous or Dangerous Substances

- **Act on Registration and Evaluation of Chemical Substances of the Republic of Korea**

The Korean law enacted to protect public health and the environment by providing for matters regarding the registration and reporting of chemical substances, the review and assessment of hazards and risks of chemical substances, and the designation of hazardous chemical substances, and by producing and utilizing information on chemical substances.

- **Chemical Substances Control Act of the Republic of Korea**

The Korean law enacted to prevent risks posed by chemical substances to people's health and the environment and protect the lives and property of the people or the environment from chemical substances by properly controlling chemical substances and promptly responding to accidents that occur due to chemical substances.

- **MSDS (Material Safety Data Sheet)**

Data sheet that contains detailed information of chemical substances including registration number, chemical properties, and potential hazards. The purpose of MSDS is to ensure safe use of chemicals and prevent accidents.

► Action Desired

- Regularly monitoring and reporting substances with mandatory reporting obligations
- Provide MSDS with the product if the product contains hazardous substances

Code of Conduct

b. Circular Economy and Waste Management

b.1 DRB shall ensure that the waste gets properly separated, stored, transported, and disposed according to the local laws and regulations.

b.2 DRB shall minimize the disposal, release, and use of resources to establish a sustainable resource circulation system. Furthermore, DRB shall establish a waste management system in consideration of reuse and recycling and minimize waste and residual products throughout the product life cycle.

b.3 DRB shall continue to improve corporate activities through various measures including changing production, maintenance, and process facilities and reusing and recycling resources.

b.4 DRB shall manage and treat the waste and wastewater that result from the production process and sanitation facilities in accordance with the applicable law and disclose the results.

b.5 DRB shall regularly assess the legality of the waste disposal process and maintain documentation and evidence accordingly when outsourcing.

b.6 DRB shall process the waste in appropriate ways to protect the environment, employees, and communities. DRB shall minimize the waste that gets disposed of in a landfill or incinerated, and promote waste recycling.

b.7 DRB shall strive to recover raw materials and parts.

► Action Desired

- Ensure that waste that can be harmful to the environment such as chemical is safely separated and stored, and properly transported and disposed.

c. Air Pollutant Management

c.1 DRB shall systematically manage air pollutants produced from the manufacturing process.

c.2 DRB shall regularly monitor the air pollutant emissions.

c.3 DRB shall manage air pollutant emissions in accordance with the legal standards or higher internal standards.

c.4 DRB shall achieve the emission reduction target for air pollutants through efficiency measurements, including setting targets, establishing applicable technologies, services, and other plans in management and production activities.

d. Water Management

d.1 DRB shall establish a management system that can measure use and discharge of water and control channels of contamination.

d.2 DRB shall make efforts to protect water resource through quality management of the released wastewater and activities to reduce water use and increase recycling.

d.3 DRB shall manage water pollutant emissions in accordance with the legal standards or higher internal standards. DRB shall maintain the performance of treatment facilities at the workplace at optimal level through regular inspections.

Code of Conduct

e. Biodiversity

e.1 DRB shall strive to prevent and minimize impact on biodiversity.

e.2 DRB shall avoid illegal deforestation in accordance with international biodiversity regulations, including the IUCN Resolutions and Recommendations on biodiversity.

e.3 DRB shall consider biodiversity including ecosystems and habitats and avoid harmful soil modifications within their supply chain.

e.4 DRB shall constructively engage with relevant stakeholders, such as subject matter experts, scientists, and non-governmental organizations, to understand and improve its impact on biodiversity, ecosystems, and habitats both on land and deep sea.

e.5 DRB shall engage constructively with relevant stakeholders such as water management experts and non-governmental organizations to understand and improve its impact on safe and resilient water supplies, including interlinked impact on biodiversity and ecosystems.

f. Development of Eco-Friendly Products and Technology

f.1 DRB shall strive to develop eco-friendly products by endorsing 'Product Stewardship' to minimize the environmental impact that DRB products have throughout their lifecycles, specifically during the manufacturing, distribution, usage, and disposal stages.

f.2 DRB shall make effort to increase the energy efficiency and recyclability of its products and reduce the amount of hazardous substances used during the development stage of the products.

g. Environmental Permits and Disclosure Requirements

g.1 DRB shall obtain environmental permits, approvals, registrations, and licenses required for the business operations, and maintain them to keep them current.

g.2 DRB shall comply with the disclosure and reporting standards of environmental data required by the international community, regional councils, and the countries where the business operates, to disclose transparently.

► Action Desired

- Use standardized format provided by Global Reporting Initiative or the statutes of the government to disclose environmental data
- Periodically disclose environmental data transparently through the board of directors and open communication channels (sustainability report, annual report, website, etc.)

h. Environmental Risk Management for Local Community

h.1 DRB shall systematically and regularly evaluate the environmental impact of its activities on local communities, including the production activities, product use and service, and transportation of the products

h.2 DRB shall provide appropriate remedy and compensation to local residents for damages caused by the environmental pollution from DRB's business activities, including violation of freedom of movement and rights to health and properties (minerals, land, etc), and damage to tangible and intangible cultural heritage.

h.3 Employees shall confer with local residents regarding DRB's business activities.

Code of Conduct

9. Information Security

a. Employee Information Security

a.1 DRB shall protect the personal information of all current and former employees.

a.2 DRB may disclose personal information only with the individual's consent. DRB may only disclose personal information about an individual without the consent in following circumstances:

- Where special provisions exist in other statutes or it is unavoidable due to obligations under statutes or regulations
- Where it is unavoidable for a public institution's performance of work under its jurisdiction as prescribed by statutes or regulations, etc.
- Where it is deemed manifestly necessary for the protection, from imminent danger, of life, bodily and property interests of a data subject or a third party, or to protect the third party from imminent danger where the individual or his/her legal representative is not in a position to express intention, or prior consent cannot be obtained owing to unknown addresses, etc.

• Personal information

any of the following information relating to a living individual:

- (a) Information that identifies a particular individual by his or her full name, resident registration number, pictures, etc.
- (b) Information which, even if it by itself does not uniquely identify an individual, may be easily combined with other information to uniquely identify an individual.

b. Proprietary Information

b.1 Employees shall comply with information security regulations to protect DRB's proprietary information. They shall disclose the relevant information with the company's approval if a special circumstance warrants disclosure.

b.2 Employees shall take care not to disclose information of property value due to personal negligence. Even after the termination of employment relationship with the company, the company's information learned during employment shall be kept confidential.

b.3 Employees shall not obtain the proprietary information of others through illegitimate means. Any deeds that may instigate or encourage illegal acts are strictly prohibited.

b.4 All employees shall maintain confidentiality on sensitive information pertaining to customers, business partners, and suppliers.

• Proprietary information

Includes earnings and other financial data, business plans and projections, information about current and future products and services, and personnel information including executive and organizational changes

► Action Desired

- Employees should not share proprietary information with friends, family, colleagues, and former colleagues.
 - Employees should not leak confidential information in public places (offline) or on social networks (online).
 - Employees should not work on tasks involving proprietary information in public places.
-

Code of Conduct

c. Personal Information Protection

c.1 Employees shall use the personal information of customers, suppliers, job seekers, visitors, and other relevant people only when necessary for legitimate business purposes and in terms of applicable laws.

c.2 Employees shall not modify an individual's personal information without a legitimate reason or authority. Disclosure of such information to another party without the necessary legal rights is prohibited.

c.3 Employees shall provide specific and clear reasons for requesting personal information necessary for business activities. Additionally, they shall confirm that such reasons are in accordance with the purpose of the business activity, relevant laws, and the company policies.

c.4 Employees shall comply with the personal information laws of the countries where the business operates.

d. Acquisition and Use of Third-Party Information

d.1 Employees shall collect information about third parties through legal means such as market research institutions, media (newspapers, magazines, etc.), and publicly disclosed information (annual reports, audit reports, etc.)

d.2 Employees shall not engage in illegal acts such as surveillance, wiretapping, hacking, bribery, trespassing, or theft to obtain information.

d.3 When a DRB employee acquires information on competitors or external institutions, DRB shall review whether the information was obtained ethically through legitimate means.

e. Information Management

e.1 DRB shall adopt comprehensive information security measures to prevent the leakage of electronic information, theft of information by others, and falsification, by promoting proper management in accordance with laws and internal company rules.

e.2 DRB shall comply to internal regulations regarding operation of information system and management of documented information to create, store, and dispose business records and information asset in paper and electronic format as a part of routine procedure.

► Action Desired

- Employees shall accurately record and manage information. In the case of reporting inaccurate or incomplete information, they shall notify that it is inaccurate or incomplete and include explicit distinctions for inaccurate or incomplete information.

f. Insider Trade

f.1 Using or disclosing 'material information' about DRB or a third party for financial or other individual gain shall be strictly prohibited.

f.2 The improper use of internal information shall be prohibited and uniformly applicable across countries where the business operates.

• Material Information

Material information refers to non-public information that can potentially impact the buying or holding decisions of a reasonable investor in stocks or securities.

► Examples

- Investments should not be made in assets located near the respective facility if information is obtained regarding the establishment of new facilities or the expansion of existing facilities.

Code of Conduct

10. Asset Management

a. Intellectual Property Rights

a.1 DRB shall comply with international regulations such as WTO and FTAs, as well as relevant laws of countries where the business operates, regarding rights and protection of intellectual property.

a.2 Employees shall disclose intellectual property created in the course of work-related inventions to the company.

a.3 Employees shall prevent damages to customers, other employees, and the company caused by illegal software usage.

a.4 Employees shall be prohibited from engaging in abnormal usage that may lead to virus infiltration or IT security breaches during internet use.

a.5 When a member resigns, they shall return all assets, including documents containing valuable information about DRB's financial worth. The disclosure and use of the information shall be strictly prohibited.

a.6 DRB shall retain ownership of intellectual property created during employees' tenure even after they leave the company.

► Action Desired

- Employees shall be encouraged to seek advice from the legal compliance department when directly filing a patent application without going through the company.
- Employees shall follow the procedures (of PI Team) and the instructions of the responsible personnel before installing software on devices provided or used for business purposes by the company.

b. Usage of Assets and Facilities

b.1 DRB's assets and facilities shall be used only for conducting business or purposes approved by the management.

b.2 Employees should not use DRB's assets and facilities for personal purposes. However, with the management's approval, exceptions can be made for personal use of assets and facilities if it does not violate the law, create conflicts of interest, incur additional costs, and hinder business operations.

• Assets

DRB's assets and facilities include physical assets, financial assets, intellectual assets, human assets, communication systems, equipment, corporate cards, consumables, and machinery.

► Action Desired

- Theft, damage, unauthorized occupancy or use, and improper use of company assets and facilities by external individuals such as friends or family should be strictly prohibited.
-

Code of Conduct

11. Fair Trade

a. Prohibition of Monopoly

a.1 Employees shall adhere to laws and regulations promoting fair competition, including antitrust laws and fair competition laws specific to each country.

a.2 DRB shall prohibit unfair practices such as price fixing, bid rigging, market allocation and division, abuse of dominant market positions, and conditional tied selling.

a.3 Employees of DRB, as well as the suppliers and contractors, shall comply with relevant antitrust laws and regulations. Unethical and unfair bid manipulation or any dishonest activities shall be sanctioned in accordance with a zero-tolerance policy.

b. Fair Contract

b.1 DRB shall comply with the relevant laws of the countries where the business operates during the purchase decision, negotiation, contract drafting, and contract management processes. DRB's suppliers shall also adhere to the same laws and regulations.

b.2 Employees should not make commitments related to contracts or business without proper authorization. All business relationships with business partners and collaborators should be established through the creation of legal written contracts based on standard contracting procedures.

b.3 Signing or manipulating contracts for personal gain or providing undue benefits to third parties shall be prohibited.

► Action Desired

- Employees should not enter into new agreements or modify existing contracts with third parties through verbal or written means without authorization beyond the delegated powers. Any amendments related to price, contract terms, or service conditions shall require approval from the management or the department possessing the relevant authority.

- DRB shall be prohibited from engaging in transactions with individuals, business partners, and countries with uncertain identities or non-transparent conduct. DRB should not be involved in or cooperate with illegal, false, or irregular transactions.

Code of Conduct

c. Compliance with Trade Regulations

c.1 DRB shall comply with relevant regulations and agreements of international organizations (such as the UN, WTO, OECD), regional council (including ASEAN, APEC, EU), and individual countries (such as FTAs) in international trade.

c.2 DRB shall comply with the export permit procedures according to the regulations of each country for the export of products, services, and technology. Necessary certificates of origin, certifications, and test reports shall be prepared.

c.3 DRB shall select and manage customers and business partners based on international sanctions lists by entities such as the UN, EU, and the US, to prevent threats to 'international peace and security,' including WMD proliferation, human rights violations, terrorism support, and armed conflicts. Transactions with sanctioned countries shall be prohibited to mitigate associated risks.

c.4 DRB shall encourage all suppliers and business partners to adhere to trade regulations and compliance responsibilities.

• UN Sanctions

The United Nations Security Council (hereinafter referred to as the UNSC) takes non-military measures in accordance with Article 41 of the UN Charter to maintain international peace and security. Commonly employed measures include arms embargoes, asset freezes and travel bans. The sanctions committee monitors and supports compliance with Security Council sanctions by UN member states.

d. Tax Policy

d.1 DRB shall comply with tax related regulations in countries where the business operates. DRB shall maintain a direct relationship with the tax authorities of each country and submits relevant information and evidence upon their request.

d.2 DRB shall mitigate tax risks by recognizing differences in tax laws in various countries as a global company and operate business within legal parameters by analyzing relevant laws and practices in each country for all transactions.

d.3 DRB shall comply with disclosure regulations in countries where businesses are listed and share key financial updates with shareholders and stakeholders following accounting and financial manuals, policies, and reporting guidelines.

d.4 DRB shall accurately record and manage all transactions based on global standards, relevant accounting regulations, and company guidelines and undergo regular audits by external auditors.

► Action Desired

- All tax personnel shall conduct their duties under the principle of adhering to regulations and maintaining a transparent relationship with tax authorities.

Code of Conduct

e. Counterfeit Parts Management

e.1 DRB shall comply with international agreements on counterfeiting and illegal replication, such as the Anti-Counterfeiting Trade Agreement (ACTA), as well as relevant regulations in countries where the business operates.

e.2 DRB shall focus on restricting or reducing counterfeiting activities to protect trademarks and the brand through the anti-counterfeiting policy and brand protection program.

e.3 DRB shall regularly verify whether counterfeit raw materials and components are used or produced in the workplace through inventory management, procurement procedures, and inspection protocols. In case of confirmation, immediate notification to the government or clients shall be required.

e.4 DRB shall verify whether the produced raw materials and components are being used and distributed in accordance with business purposes or contractual conditions.

e.5 DRB shall implement programs for product labeling including anti-counterfeiting technology, provide employee training to recognize counterfeit products, and offer support for personnel managing counterfeit product seizures.

• ACTA

The Anti-Counterfeiting Trade Agreement (ACTA) aims to establish a multilateral agreement at a TRIPS-plus level, focusing on the enforcement of intellectual property rights on an international scale. It addresses border measures, civil enforcement, criminal enforcement, and execution procedures in the digital environment, covering aspects included in the WTO TRIPS Agreement.

► Action Desired

- Establish a traditional market surveillance system for customs, ports, and other relevant areas.
 - Conduct searches for counterfeit samples of the products through open markets, websites, and auction sites.
 - Establish a database of companies and manufacturers engaged in counterfeiting the products.
 - Send cease-and-desist notices for all violations to secure suspensions in usage as protective measures for brand and trademark rights.
 - Strengthen the supply chain, production, and distribution routes for authentic products.
 - Establish a system for factory inspections, pre-shipment inspections, and port-of-entry inspections for authentic products. (In cases where counterfeit products may be concealed within genuine shipments.)
-

Code of Conduct

12. Anti-Corruption

a. Gifts, Hospitality, and Bribery

a.1 DRB shall adhere to anti-corruption regulations in countries where the business operates and conduct business with integrity and maintaining the highest standards.

a.2 DRB shall be prohibited from engaging in corrupt activities in their professional duties and build positive and collaborative relationships with stakeholders such as customers and suppliers.

a.3 DRB shall protect the personal lives of employees reporting corruption to ensure they are not subjected to retaliation.

• Corruption

the use of one's superior position in business to solicit or accept bribes, kickbacks, gifts, hospitality, event invitations, or other benefits.

▶ Example

- In case of a DRB employees receive gifts from customers, competitors, suppliers, or their families.

▶ Action Desired

• If there are concerns about potential legal and ethical violations, or if there are suspicions, employees are encouraged to contact and seek advice through the internal reporting channel.

b. Transactions with the Government

b.1 DRB shall comply with the relevant laws, internal regulations, and ethical guidelines pertaining to government project participation in countries where the business operates and prohibit exerting undue influence on government officials.

b.2 Employees shall ethically, transparently, honestly, and accurately conduct themselves in the competitive process for bidding on projects initiated by government and public agencies, and public procurement organizations.

b.3 Employees shall promptly report any perceived or potential violations of internal policies or government regulations when involved in transactions with government and public agencies to management and the compliance department.

▶ Example

• DRB plans to have a new tire production plant in Country A. Building the new facility requires several permissions and concessions from the respective authorities. After waiting for the respective documents for several months, you ask yourself if it is possible to accelerate the approval procedure by giving an incentive to the member of the authority who is handling the application.

▶ Action Desired

• Even if one is eligible for approval, exerting influence in the approval process is considered a legally corrupt act.

• A thorough assessment and internal investigation shall be conducted under the supervision of the top official of the compliance department before providing bribes to government officials in Country A.

• Inquiries shall be made to the compliance department if uncertain situations arise related to transactions with the government.

Code of Conduct

13. Conflict of Interest

a. Distinction Between Public and Private Affairs

a.1 Employees shall report situations of potential conflicts of interest between personal and company interests. In cases where it is deemed necessary or difficult to assess independently, employees seek advice from their manager or the audit department first.

a.2 Employees shall consider potential conflicts of interest in external business activities. With manager approval, they shall address and resolve conflicts before participating in external activities.

a.3 Employees should not promise, propose, authorize, or provide other means for unfair or inappropriate gains. This includes actions that cause harm to the company for personal gain or solicit personal benefits through third parties.

► Example

- Act of engaging in negotiations of current or future business contracts with DRB to derive personal benefits from such contracts.
- Act of acquiring all types of property, including intellectual property, with the intention of selling or leasing to DRB.
- Act of competing directly or indirectly with DRB's business.
- Act of utilizing business generated by DRB for personal gain.
- Act of using confidential information obtained during DRB's hiring process for personal gain.
- In case of having direct or indirect financial relationships with DRB's competitors, suppliers, customers, or other parties.

► Action Desired

- Employees should not engage in activities as members of organizations that have a relationship with DRB while employed.

b. Public Announcement and Usage of Social Media (SNS)

b.1 Employees shall obtain approval from the relevant department when it is necessary to disclose company information, such as in lectures and interviews.

b.2 Employees shall clearly indicate that the opinions are their own and be careful not to be perceived as the opinions of DRB or all employees when expressing opinions through public presentations or social media.

b.3 Employees shall prevent the leakage of company confidential information when using social media and blogs.

Code of Conduct

14. Supply Chain Management

a. Supplier Management

a.1 DRB shall ensure that all suppliers adhere to the criteria outlined in the 'DRB Code of Conduct for External Suppliers to Fulfill Corporate Social Responsibility,' which is explicitly stated on the DRB website and in contracts with suppliers.

a.2 DRB shall verify whether collaborators adhere to international standards and local laws regarding human rights, child labor, forced labor, discrimination, and environmental standards as outlined in the 'DRB Code of Conduct for External Suppliers to Fulfill Corporate Social Responsibility.'

a.3 DRB shall conduct overall assessment of suppliers' ESG management along with fundamental capabilities such as technology, quality, and on-time delivery. In addition, suppliers shall be expected to comply with DRB policies, relevant regulations, and international standards.

a.4 DRB shall recommend to suppliers to manage ethical, environmental, labor, human rights, and health and safety factors when they plan, design, sell, and manufacture products or services.

a.5 Employees should not engage in unfair influence, such as granting special privileges or abusing authority, towards specific suppliers.

► Example

- Acts of assigning supplier employees tasks unrelated to their official responsibilities.
- Acts of exerting pressure during the recruitment process of suppliers.
- Acts of changing delivery dates, items, quantities, etc., suddenly and without prior notification to suppliers
- Acts of demanding bribes, services, etc., under the pretext of supplier selection, renegotiation, or contract renewal.

► Action Desired

- DRB shall monitor the compliance of suppliers with international standards and local laws by requesting documentation, conducting on-site audits, reviewing and approving corrective action plans, and verifying compliance.

b. Mutual Growth

b.1 DRB shall enhance and develop mutual competitiveness with suppliers by adhering to local and international laws and regulations related to cooperative partnership.

b.2 DRB shall participate in mutual growth activities to foster a healthy corporate ecosystem and extend the principle of mutual growth not only to suppliers but also to the companies that do business with suppliers.

b.3 DRB shall establish strategic relationships with suppliers based on innovation or partnership projects.

• Act on the Promotion of Mutually Beneficial Cooperation between Large Enterprises and Small and Medium Enterprises

Korean law enacted to sharpen the competitiveness of large enterprises and small and medium enterprises by consolidating mutually beneficial cooperation between them and to attain their shared growth by resolving the polarization between large enterprises and small and medium enterprises with the aim of laying the foundation for sustainable growth of the national economy.

Code of Conduct

c. Product Chemical Substance Management

c.1 DRB shall manage suppliers to ensure compliance with local and global regulations regarding hazardous substances.

c.2 DRB shall verify the completion status of training for suppliers' hazardous substances managers and responsible personnel.

c.3 DRB shall identify s for the presence of regulated substances, including hazardous substances, in the list of items provided by suppliers. If identified, DRB shall notify the suppliers and manage the associated risks.

c.4 DRB shall encourage suppliers to transition from hazardous substances to non-regulated substances and support their effort to reduce the use of hazardous substances.

► Action Desired

- Check for the availability of Material Safety Data Sheet and the presence of safety signs when visiting suppliers' workplace.
- Assess the safety of suppliers' storage facilities for hazardous substances.



Code of Conduct

15. Community Contribution

a. Global Corporate Citizenship Capacity Enhancement

a.1 Employees shall fulfill their responsibilities and obligations as integral parts of the local community.

a.2 DRB shall take responsibility for enhancing the quality of life in the local communities and residents of the countries where it operates its business, engaging in social contributions to promote the development of these local communities and their economies.

a.3 DRB shall strictly comply with the laws and regulations of the countries where the business operates and respect their social and cultural aspects.

a.4 DRB shall create local employment opportunities in countries where the business operates, provide vocational training to the employees, and aim to foster human resources development in those regions.

a.5 DRB shall encourage employees to participate in voluntary activities, including community service, disaster relief, and other social service initiatives.

a.6 DRB shall communicate with the local community and support activities in areas such as social welfare, education, and culture.

b. Transparent Management of Social Contribution Projects

b.1 DRB shall manage all monetary and in-kind donations related to the company's corporate social responsibility and other non-commercial efforts with transparency and integrity.

b.2 DRB should not operate social contribution projects or provide monetary or in-kind donations with the intent of enticing, rewarding, or obtaining inappropriate benefits for the purchase, use, or recommendation of the products.

b.3 DRB shall assess all requests for grants, financial, or non-financial support from third parties such as healthcare institutions, medical organizations, patient associations, and non-profit organizations in accordance with DRB's relevant policies and procedures.

b.4 DRB should not exert influence or control over beneficiaries or their activities receiving support from the company, when independence is necessary or required.

b.5 DRB shall actively disclose information about the social contribution activities to external stakeholders in accordance with company policies and procedures.

► Action Desired

- Establishment of Social Contribution Policies and Strategies
 - Establish a social contribution promoting system based on the awareness of DRB's social responsibility.
 - Encouragement and Participation in Voluntary Social Contribution Programs
 - Engage in social contribution activities, such as donating funds to local community organizations and facilities or participating in existing volunteer programs with employees.
 - Build an organizational culture where all employees can voluntarily participate in social contribution activities by regularly conducting social contribution education.
 - Development and Operation of Social Contribution Programs
 - Develop and operate social contribution programs by utilizing DRB's core competencies and infrastructure to donate specialized knowledge, skills, and experiences to the local community.
-