

Corporate Ethics Policy and Code of Conduct

Murata Manufacturing Co., Ltd. established the Corporate Ethics Policy and Code of Conduct in July 2002 and has since revised it from the CSR perspective. Murata pledged and declared its intention to work as one in doing what is needed to be done for stakeholders and society.

This revised edition of the Corporate Ethics Policy and Code of Conduct has been distributed to Murata Manufacturing Co., Ltd. and its affiliates in Japan. We have also created English and Chinese versions, which were distributed to all our locations outside of Japan in September 2007, adjusted to take into account laws and regulations and social systems of their respective locations, and which have been distributed to all our employees.

Construction of a global compliance system

In May 2014, Murata Manufacturing Co., Ltd. established the "Basic Policy for Prevention of Cartels and Bribery."

Although cartels and bribery are also prohibited in the "Corporate Ethics Policy and Code of Conduct," as a company that develops its business globally, we again disseminated Murata's basic stance on cartels and bribery throughout the Group.

In addition, we have established internal procedures for applying for permission to contact individuals from rival companies and reporting on such contacts when doing so is necessary and applying for permission to entertain people outside the company or offer gifts to such people as a way to prevent formation of cartels and bribery.

Compliance Promotion

Murata Manufacturing Co., Ltd. has established a Compliance Promotion Committee, a subordinate body of the CSR Management Committee chaired by the President. We are deliberating on, and making decisions regarding, the basic direction for revisions to the Corporate Ethics Policy and Code of Conduct and for the draft and implementation of publicity activities. The decisions made by the Committee are deployed to the entire Group through compliance promotion managers assigned at affiliated companies in and outside of Japan. In addition, each department assigns a Compliance Promotion Leader for the role of ensuring employee awareness for the Corporate Ethics Policy and Code of Conduct. These leaders communicate knowledge learned in an e-learning program through compliance-promotion meetings, etc. at their respective departments. In April 2020, the President sent a message to employees to raise their awareness about the importance of compliance for Murata's sustainable growth.

Compliance promotion system (As of April 1, 2020)



Whistle-blowing system and consultation hotlines

Murata has established an internal hotline to take whistle-blowing reports and consultations if an act within Murata that violates or could violate the Corporate Ethics Policy and Code of Conduct is discovered. In addition, we have established an environment that makes whistle-blowing easier by also setting up an outside hotline to take these kinds of whistle-blowing reports and consultations for the prevention, early detection, and prompt handling of compliance violations.

Taking whistle-blowing reports and Consultations; Checking, Investigating, and Responding

When a whistle-blowing report or consultation about compliance is received by the internal or outside hotline, the Compliance Promotion Committee, the Chairperson of the Committee, and the Secretariat of the Committee lead the response. Coordinating with relevant departments as necessary, they check and investigate as far as possible all the facts and the relevant laws and regulations. On that basis, the existence or nonexistence of a compliance violation is recognized and response measures such as recommendations for correction are taken as necessary.

In this process, care is taken to ensure that the privacy of the whistle-blower is protected and the whistle-blower does not suffer unreasonable disadvantages as a result of making the report. When reports are received under a real name, feedback on the progress and results of checking and investigating are given appropriately.

Process of receiving whistle-blowing reports and providing feedback

