

Procurement Policy

Basic Procurement Policies

Murata engages in procurement activities under the following basic policies.

1. Legal compliance

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

2. Fairness

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

3. Impartial and honest

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

4. Social responsibility

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

Procurement Code of Conduct

1.Observance of laws, ordinances and social norms

We observe the applicable laws, ordinances and social norms in the countries and regions where we conduct procurement activities as well as the RBA (Responsible Business Alliance) code of conduct.

2.Promotion of sound business management

In order to continue doing business and build relationships of cooperation and trust with our suppliers, we promote sound and fair procurement activities. Moreover, we disclose the proper information regarding our procurement policy.

3.Emphasis on quality, delivery dates, and stable supply

In order to provide higher quality products to customers in a timely manner, we require suppliers to observe the prescribed levels of quality and delivery dates as well as maintain a stable supply.

4.Strengthening the ability to respond to demand fluctuations

Within the rapidly occurring demand fluctuations of the electronics industry, we are required to quickly respond to customer demands at all times. The Murata group will build a procurement system that is able to flexibly respond to these demand fluctuations.

5. Building supply chain BCP

We will build a response system across the entire supply chain in preparation for the occurrence of disasters and other unforeseen circumstances in order to continue supplying our customers.

6. Environmentally-conscious material procurement

We conduct procurement activities which help reduce the global environmental load.

We promote preferential procurement (green procurement) from suppliers who are actively engaged in materials with a low environmental load and environmental conservation.

7. Observance of information security rules

We securely store and protect confidential information and personal information which becomes known during the transaction process.

8. Respect for human rights and consideration of the labor environment

In addition to respecting international standards relating to human rights, we promote procurement activities which consider the labor environment at suppliers.

9. Maintenance of sound business relationships

With the exception of actions which are clearly permitted under the conventions of social and commercial practices as well as the laws and ordinances which are applied in the countries and regions where procurement activities are carried out, we do not accept offers of entertainment, the receipt of money or goods, or other provisions of convenience. We have established and operate a point of contact for the purpose of

consultation regarding acts which are in violation of compliance, etc. or concerns about such actions.

10.Promotion of responsible mineral procurement

Regarding the procurement of minerals contained within materials, we have a stated response policy which we strive to carry out. We promote activities with respect to "the achievement of conflict free materials in delivered products" such as establishing and putting into practice an internal control system, surveying the supply chain and carrying out due diligence, and procuring materials only from RMAP conformant smelters.