

# LT METAL Ethics Code

#### **Chapter I. Basic Ethics for Customers**

We highly regard the opinions of our customers in the belief that they form the very basics of our business. We seek to secure unconditional trust from our customers by continuously providing them practical values.

#### **1.Respect for Customers**

We regard our customers as the primary standard for our decisions and conducts. Therefore, the opinions of our customers and their reasonable demands are validated at all times.

#### 2.Creating Value

- (1) We make utmost efforts to create value for our customers for it is through customer satisfaction that we build the foundation of our prosperity.
- (2) We continuously create practical values that fully benefit and satisfy our customers.

#### 3. Providing Value

- (1) We are always truthful to our customers and are bound to keep our promises.
- (2) We provide the goods and services of the highest quality to our customers at reasonable prices and respond to their requests with speed and accuracy.

#### **Chapter II. Fair Competition**

Our global business activities conform to relevant laws and regulations of the host nations. At the same time, we employ only fair and just means in securing our competitive advantage in the global market.

## 1. Pursuit of Free Competition

(1) We uphold the principle of the free market economic system. Therefore we pursue free competition and earn our customers' trust through top quality products and services.



(2) We compete fairly and capably with our competitors, but do not intrude upon their interests, or exploit their weaknesses.

#### 2.Compliance with Laws and Regulations

We conduct our domestic and overseas business activities in strict accordance with local laws and regulations, and with respect for local business customs.

# **Chapter III. Fair Transactions**

All business transactions will occur based on the principles of fair competition with equal opportunities for all entities to participate. We build trust and cooperative relationships through fair and transparent transactions. Such relationships are built with a long-term perspective for mutual growth.

# 1.Equal Opportunity

- (1) We offer equal opportunities to all qualified companies seeking to become our business partners.
- (2) All applicants are registered and selected in a rational manner following a fair and objective evaluation process.

#### 2.Fair Transaction Procedures

- (1) All business transactions are conducted under equitable circumstances. The terms and procedures of the transaction are to be sufficiently discussed between parties involved.
- (2) The use of prominence in position to execute an unjust transaction is forbidden.
- (3) Information required for transaction is exchanged through appropriate procedures in timely manner. Transaction results are evaluated on a regular basis where complementary measures are mutually taken.

# 3. Support and Aid for Business Partners

- (1) We support the long-term growth of our dealers and vendors by enhancing their competitiveness through technological and managerial assistance. We share the profits derived from business innovations.
- (2) We pursue cooperation with our dealers and vendors in a mutual effort to promote a healthy trading environment and maintain a fair trading system.



## Chapter IV. Basic Ethics for Executives/Employees

Based on honesty and fairness, HS Metal employees establish correct values and fulfill the duties through continuous self-development and fairness in performance.

#### 1.Basic Ethics

- (1) LT Metal employees take pride in their company and always maintain an honest and fair attitude.
- (2) HS Metal employees keep a high standard of morality and continuously strive to maintain their personal dignity and company's honor.

#### 2.Completion of Duty

- (1) HS Metal employees faithfully accomplish their duties in compliance to the visions and policies of the company.
- (2) Assigned duties are carried out in the best possible and fairest manner while observing relevant laws and regulations.
- (3) HS Metal employees protect and preserve company property and do not divulge confidential information gained during employment.
- (4) HS Metal employees exert themselves in enhancing work efficiency through open communication and cooperation with colleagues and related departments.

#### 3.Self-Development

HS Metal employees formulate their respective ideal image of an exemplary employee and constantly strive to conform to the image through continuous self-development.

#### 4. Fairness in Performance

- (1) HS Metal employees carry out their duties based on honesty and fairness, seeking to foster a sound business culture.
- (2) While performing their duties, HS Metal employees do not accept any form of financial benefit from interested parties that may obstruct fair judgment.
- (3) HS Metal employees do not participate in any immoral and unethical behaviors as prescribed by social norms in performing their duties to the company or in their personal lives.

#### 5. Avoidance of Conflict with Company Interests

(1) HS Metal employees avoid any individual behaviors or relationships that are in conflict with



company interests.

(2) HS Metal employees do not use company property to pursue their personal interests without prior permission.

## **Chapter V. Corporate Responsibilities to Employees**

HS Metal endeavors to respect the human dignity of its employees and provides fair treatment based on their abilities and performances. HS Metal also strives to foster creativity among its employees.

# 1.Respect for Human Dignity

- (1) HS Metal treats each employee with trust and affection and places a high value on individual human dignity.
- (2) HS Metal takes great efforts to help employees attain pride and personal fulfillment by instilling a sense of ownership in their jobs.
- (3) HS Metal establishes fair regulations and educational guidelines necessary for employees to perform their duties.
- (4) HS Metal makes full efforts to protect any individual informing immoral, illegal practices, and to protect the confidential information

#### 2.Fair Treatment

- (1) HS Metal offers equal opportunities to all its employees based on their abilities and talents.
- (2) HS Metal applies fair measures to evaluate abilities and performances of its employees and rewards them accordingly.

## 3. Promoting Creativity

- (1) HS Metal makes utmost efforts to promote a working environment conducive to creative thinking and autonomous behaviors.
- (2) HS Metal develops and manages its human resources on a long-term basis and gives active support to cultivating employees' abilities.
- (3) HS Metal creates a mature organizational culture that highlights mutual trust, understanding and respect for personal lifestyle.

#### Chapter VI. Responsibilities to Society and the Country

HS Metal contributes to national welfare and social development through rational business



expansion providing stable growth as a corporation.

#### 1.Rational Business Development

- (1) HS Metal conducts its business with respect to the social values at home and abroad.
- (2)HS Metal promotes its business expansions based on stable corporate growth.

## 2.Contribution to Social Development

HS Metal contributes to national and social development through job creation, tax payment, and promotion of cultural and welfare programs.

#### 3. Environmental Conservation

HS Metal strives to prevent environmental pollution and employs all measures necessary to conserve precious natural resources.

## 4.Conflict-Free Sourcing

- (1) We abolish the use of resources the troubled parts, as Democratic Republic of the Congo, and the surrounding area.
- (2) We demand the suppliers to not use metal from the troubled parts.