# NHN Guide for Suppliers' ESG Practice

NHN is a leading global tech company dedicated to pursuing a sustainable growth through technological innovation that promises a better and more enjoyable lives while simultaneously striving to contribute to a sustainable future enabled by technology that works in harmony with people.

NHN has developed an ESG Practice Guide for its suppliers as we are dedicated to growing together with the valued suppliers and creating social value by expanding ESG management policies throughout the supply chain. This Guide outlines essential principles in the areas of human rights, safety, environment, personal information protection and ethics that NHN and the suppliers must practice together as equal suppliers.

We, NHN, expect our suppliers to strictly comply with applicable laws and regulations governing business management activities and the principles laid out in this Guide to prevent potential risks in the supply chain, foster a collaborative environment where both NHN and suppliers grow together.

Our suppliers must respect and fully adhere to this Guide and in the event of any violations, we expect our suppliers to make prompt efforts to correct any issues and improve their practices.

## 1. HUMAN & LABOR RIGHTS

When it comes to employment practices, including recruitment, promotion, compensation and training, our suppliers shall not discriminate their employees based on race, age, gender, physical appearance, religion, political/economic/social status, or any other factor irrelevant to their ability to perform their duties. We strictly prohibit the use of child labor (employees under the minimum age for employment in the relevant country) in any work, and young workers (according to the country's laws) shall not be put into hazardous environment. We require our suppliers to guarantee voluntary employment conditions and never unreasonably restrict workers' mental and physical freedom. Our suppliers shall also comply with maximum weekly work hour restrictions stipulated by law in their respective countries. We expect our suppliers to respect all workers and refrain from any inhumane treatment, including sexual harassment, sexual abuse, corporal punishment, or mental or physical coercion.

### 2. SAFETY & HEALTH

Our suppliers shall take all necessary measures to prevent safety accidents and establish safe and sound working environment for the wellbeing of their workers. Our suppliers must be capable of securing safety and health system, including establishing the right system, enacting comprehensive safety and health regulations, and preparing safety and health education programs. To ensure that workers can perform their duties safely, we require our suppliers to implement legally required preventive measures, including risk assessment and elimination, emergency drills, and the provision of personal protective equipment. We also expect our suppliers to identify possible emergencies and develop emergency response plans and procedures to minimize the consequences of any unforeseen incidents.

### 3. ENVIRONMENT

As we strive to reduce our ecological impact, we require our suppliers also to work together with us to minimize environmental impact, protect the environment and respond to climate change. Our suppliers must comply with all applicable environmental and climate change laws and regulations and also to take an active role in conserving resources and minimizing waste, while also striving to improve energy efficiency and reduce greenhouse gas emissions at business sites. Moreover, we require our suppliers to conduct biodiversity risk assessments and take appropriate measures to preserve biodiversity, working in collaboration with NHN.

#### 4. PROTECTION OF PERSONAL INFORMATION

Our suppliers shall process only the minimum amount of personal information necessary for business cooperation with NHN and personal information must not be used, provided, or disclosed for any other purposes. Our suppliers must comply with all applicable laws and regulations related to personal information protection and establish and enforce technical, managerial, and physical protection measures, including regular inspection and training, to ensure the safe handling of personal information. We require our suppliers to actively cooperate with NHN's verification and inspection activities to ensure that our suppliers are fully compliant with our personal information protection policies within the legal scope when necessary.

#### 5. ETHICAL MANAGEMENT

We, NHN pursue for establish a mutually beneficial relationship, with our suppliers transacting through fair and reasonable procedures. We fully comply with fair trade laws and regulations, ensuring that we never engage in unfair trade practices or activities that undermine market order. Upholding our commitment to domestic and foreign laws and regulations related to anti-corruption, we prohibit any form of corrupt activity, including bribery, improper solicitation in the form of money, entertainment, and convenience. We continuously manage and supervise our practices to ensure that all employees and executives comply with our anti-corruption policies. We believe that transparency is the foundation of every transaction we are involved with and thus we require that all financial information, including accounting books, be completely and accurately recorded.

# Addendum (February 28, 2023)

This Guide shall become effective as of February 28, 2023.