

Non-Discrimination Rules



Chapter 1 General Rules

Article 1 (Purpose) These rules aim to uphold human dignity and equality at the workplace by prohibiting discrimination in all areas of the workplace, providing effective redress for victims of discrimination, and preventing discrimination.

Article 2 (Definitions of Terms) As used in these rules, the below terms have the following definitions.

1. "Gender" refers to female, male, and other genders that are difficult to categorize.
2. "Disability" means a condition that limits a major life activity or social life substantially over an extended period of time as a result of an individual's physical or mental condition or the interaction of individual factors with social or environmental factors.
3. "Medical history" means any of the following:
 - A. The disease has been cured
 - B. The disease is currently progressing but is being managed well with appropriate treatment, etc.
 - C. A condition where the nature of the disease does not impair physical functioning.
4. "Place of origin" means the individual's place of birth, place of registration, or principal place of residence before the individual reached the age of majority.
5. "Education" means the completion of a course of study at a government-recognized educational or training institution and graduation or completion of a course of study offered by an educational institution, such as obtaining a bachelor's degree.
6. "Harassment" means causing physical or mental distress to a person or group of people. It includes, but is not limited to, the following behaviors.
 - A. Creating a hostile, intimidating, or offensive environment
 - B. Behavior that causes shame, humiliation, fear, etc.
 - C. Other acts defined in the employment rules, such as displaying negative ideas such as derogation, insults, threats, or making hateful expressions such as incitement.
7. "Sexual harassment" means conduct, including any of the following, by an employer, employee, or work-related person in a work, employment, educational, or other relationship with the victim.
 - 가. Sexual comments or requests that take advantage of someone's position or are made in connection with someone's work.
 - 나. Penalizing or threatening to penalize someone for not complying with sexual comments or requests.

- c. Intent to give a benefit or contribute a benefit in exchange for submission to sexual conduct or requests.

If Providing benefits or expressing intention to provide benefits under the condition of accepting or following sexual words, actions, or demands.

Article 3 (Concept of Discrimination)

- ① In these rules, discrimination refers to the act of separating, distinguishing, restricting, excluding or treating individuals or groups unfavorably in any of the following areas without reasonable cause based on any of the following characteristics: gender, disability, medical history, age, national origin, ethnic origin, race, color, place of origin, physical characteristics such as physical appearance and genetic information, marital status, pregnancy or childbirth, family type and family situation, religion, ideology or political opinion, criminal record, sexual orientation, gender identity, educational background, type of employment, social status, etc (hereinafter referred to as "gender, etc.").
 - 1. Employment
 - 2. Supply or use of goods or services
 - 3. Education
 - 4. Providing and using workplace services (benefits)
- ② In addition to the matters described in paragraph (1), discrimination also occurs when the behavior applies an apparently neutral standard, but in reality the standard causes adverse consequences for a particular group or individual and the reasonableness or justification for the standard is not demonstrated.
- ③ Harassment based on gender, etc. in any of the areas listed in paragraph 1 is considered discrimination.
- ④ Sexual harassment is a form of discrimination.
- ⑤ Any advertising or promotional activity that indicates or promotes segregation, distinction, limitation, exclusion, or less favorable treatment of a particular individual or group is considered discrimination.

Article 4 (Matters that do not Constitute Discrimination) Conduct that falls under any of the following subparagraphs shall not be considered discrimination.

- 1. Decisions that are unavoidable due to the nature of the job or business.
- 2. Enacting and amending regulations and establishing and enforcing policies that provide temporary preferential treatment to certain individuals or groups to eliminate

existing discrimination.

3. Matters that are not considered discriminatory under other regulations.

Article 5 (Prohibition of Discrimination) Company employees shall not engage in discrimination as set forth in these rules.

Article 6 (Relationship with other Regulations, etc.) When enacting and revising Company regulations or establishing related systems and policies, the Company shall ensure that they are consistent with the purpose of these rules.

Article 7 (Scope of Application) This policy applies to employees in all areas of the Company.

Chapter 2 Obligations for Affirmative Action

Section 8 (Company Responsibilities)

- ① The Company shall investigate and study existing regulations, guidelines, etc. that are contrary to these rules and correct them to meet the purpose of these rules.
- ② When implementing emergency measures in a disaster situation that threatens the life and safety of employees, the Company shall take special care to prevent discrimination based on gender, etc. and to protect social minorities or vulnerable persons.
- ③ The Company shall take measures to correct discrimination and promote a culture of equality through education, publicity, etc.

Chapter 3 Nondiscrimination and Preventive Measures

Section 1 Employment

Article 9 (Prohibition of Discrimination in Recruitment and Hiring) The Company shall not engage in any of the following acts in recruitment and hiring.

1. Denying or limiting recruitment and hiring opportunities because of gender.
2. Expressing exclusions or limitations based on gender in advertisements for recruitment and employment.
3. Asking questions at the time of recruitment about gender, etc. that are not necessary for job performance, making or requiring conditions related to gender, etc. or evaluating eligibility for the job based on gender, etc. when recruiting.

Article 10 (Nondiscrimination in Wages, etc.)

- ① The Company shall not pay wages differently based on gender or set different standards for determination of wages such as annual salary.
- ② The Company shall not exclude or cause disadvantage to any employee on the basis of gender in welfare benefits such as payment of money other than wages, loan of funds, or use of amenities.

Article 11 (Prohibition of Discrimination in Education and Training) The Company shall not exclude or discriminate against individual employees in education and training based on gender, or force education and training unrelated to the job.

Article 12 (Prohibition of Discrimination in Placement) The Company shall not engage in any of the following acts in the Placement process.

1. Excluding or favoring people from certain jobs or positions because of their gender.
2. Assigning or not assigning certain positions, or unreasonably changing or not changing work locations, based on gender, etc.

Article 13 (Prohibition of Discrimination in Promotion) The Company shall not exclude anyone from promotion or apply different promotion conditions or procedures based on gender.

Article 14 (Prohibition of Discrimination in Working Hours, etc.) The Company shall not exclude or treat employees unfavorably on the basis of gender in working conditions such as working hours and vacation time, safety and the handling of disasters.

Article 15 (Prohibition of Disadvantageous Disposition such as Dismissal) The Company shall not treat employees unfavorably in terms of retirement age or retirement on the basis of gender, or take unfavorable measures such as forcing them to retire or dismissing them.

Article 16 (Employer's Duty to Provide Accommodations) The employer shall provide accommodations so that persons with disabilities and persons with certain physical conditions are not discriminated against in terms of working conditions. However, this shall not apply if it is recognized as an undue burden for management.

Section 2 Supply or Use of Goods or Services

Article 17 (Prohibition of Discrimination in the Provision and Use of Financial Products and Services) The Company shall cooperate as much as possible to enable employees use various financial products and other financial services such as loans, credit card issuance, and insurance from financial institutions, and shall not treat them unfavorably or restrict them based on gender.

Article 18 (Prohibition of Discrimination in the Provision and Use of Transportation and Services) The Company shall not restrict or deny the use of transportation within the Company based on gender, etc.

Article 19 (Prohibition of Discrimination in the Provision of Healthcare Services) The Company shall not exclude or limit the provision of healthcare services provided by the Company on the basis of gender, etc.

Article 20 (Prohibition of Discrimination in the Supply and Use of Cultural Events and Facilities, etc.) The Company shall not exclude or restrict services provided by the Company such as cultural events, sports competitions, and entertainment (hereinafter referred to as "culture, etc." in this Article) on the basis of gender, etc.

Section 3 Education-Training

Article 21 (Prohibition of Discrimination in Educational Opportunities) The Company shall not differentiate or cause disadvantage in terms of education support or support for educational activities based on gender.

Article 22 (Prohibition of Discrimination in Educational Content) The Company shall not

engage in any of the following acts.

1. Discrimination based on gender in terms of educational goals, educational content, and standards for life guidance.
2. Differentiating educational content and curriculum based on gender, etc.
3. Incorporating or teaching contents that incite hate or prejudice against a particular person or group of people based on, for example, gender as part of the training.

Article 23 (Obligation to Provide Accommodations) The Company shall provide accommodations such as facilities and teaching aids so that the trainees can receive equal education.

Section 4 Unions

Article 24 (Prohibition of Discrimination against Labor Union Members) The Company shall not discriminate against or cause disadvantage to labor union members in the provision of employment, promotion, training, and other opportunities due to their membership in a labor union.

Chapter 4 Remedies for Discrimination

Article 25 (Application for Remedies, etc.) A victim of discrimination or a person or organization with knowledge of the fact may submit a complaint to the Personnel Committee through the Human Resources Department.

Section 26 (Remedies)

- ① If discrimination against the victim is proved at the request of the victim, the Company may order appropriate temporary measures such as suspension of the person perpetrating discrimination pending the decision of the Personnel Committee.
- ② The Company may stop the act of discrimination, improve wages and other working conditions, and take active measures to correct discrimination as determined by the Human Resources Committee.

Article 27 (Prohibition of Disadvantageous Measures) The Company shall not dismiss, transfer, discipline, or take any other disadvantageous measures with respect to status or

treatment because the person claiming to have been discriminated against and the person concerned have submitted or answered a complaint, statement, testimony, data, etc. to the Personnel Committee during the process of preparation and progress of the remedy procedure.

Vice

Addendum (Dec. 1, 2022) These Non-Discrimination Rules took effect as of December 1, 2022.