



TDK Business Ethics Helpline for Southeast Asia & India

In order to prevent the violation of laws, regulations, and the TDK Code of Conduct, detect such deeds, and act upon them quickly, the TDK Group provides a helpline service enabling all TDK Group employees wishing to help establish a good compliance system to report violations, including, but not limited to, cartels, corruption, conversion, and executives' misconduct.

You can contact the helpline office by **1** e-mail, **2** telephone, or **3** postal mail or parcel delivery service.

The address and usable languages are as follows:

	Reporting method	Address	Languages
1	E-mail	tdk.helpline@nishimura.com	Chinese, English, Japanese, Malay, Thai
2	Telephone	+81-3-6250-7510 (Country code 81 for Japan)	English, Japanese, (Chinese)
3	Postal mail or parcel delivery service	TDK Group Helpline Manager, Nishimura & Asahi Otemon Tower, 1-1-2 Otemachi, Chiyoda-ku, Tokyo 100-8124, Japan	Chinese, English, Japanese, Malay, Thai

In the event of making a report, please include the following information as much as possible:

- ① Name of the reporter, name of company or office, job title (can be omitted if anonymity is preferred)
- ② Names of violator, victim, witness, and other persons involved
- ③ Date and place of compliance violation
- ④ Operation in which the violation occurred (sales, purchasing, manufacturing, etc.)
- ⑤ Circumstances in which the violation was committed; presence and location of documents or materials serving as evidence; etc.

