



2022

CODE OF CONDUCT

NAK Sealing Technologies Corporation

World Class Manufacturing World Class Brand



Core Values

VALUE FOR CUSTOMERS



RESPONSIBILITY

INNOVATION



LEADERSHIP

PEOPLE



LONG TERM ORIENTATION



CODE OF CONDUCT

This Code of Conduct is meant for and applicable to all our Business Partners. Our business partners are suppliers, representatives, distributors, subsidiaries, agents, and other service providers. Our commitment to act with reliability, commercial integrity and according to the law is what we also expect from our business partners.

At NAK we are firmly committed to the principles of doing good business. We consider sustainability to be an essential component of our business processes. Good business for us is legal, ethical and honest business. Our business partners are important to us and we believe that only doing business according to these values is sustainable and lasting in the long-term. This code of conduct for business partners is designed to outline NAK standards and is intended to be a guide to our partners on NAK's expectations when doing business.

“INTEGRITY LEADS TO
INFINITY AND ETERNITY.”

Joseph Stork



FOR MORE ABOUT OUR COMPANY
PLEASE SCAN WITH PHONE

Supporting customers by creating value added sealing products & solutions.

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CODE OF CONDUCT

LAWS AND REGULATIONS

As an employer, NAK may hold sensitive or confidential information of or relating to its associates or other individuals such as personal identification data (e.g., ID card, passport or NHI card numbers), employment or education records, health or medical information, and banking or financial account information. These and other such data are deemed to be personal. NAK and its employees should respect and protect this information as confidential information. NAK will comply with applicable laws and regulations in the respective region or country where business activities are performed. We expect our partners will do the same.

HUMAN RIGHTS

At NAK, we expect our partners respect and comply with the fundamental rights granted to all employees under applicable national statute.

CHILD LABOR

NAK prohibits and refrain from any kind of child labor within their organization. We expect our partners agree to abide by the UN Convention on the Rights of Children. In particular, they agree to adhere to the minimum age for employment and to prohibit exploitative child labour and/or to undertake measures to prevent it without delay.

FORCED LABOR

We prohibit any kind of forced labor in their organization and any contribution to it. We expect our partners agree that no one is employed against his/her will or forced to work. The use of forced, bonded or involuntary prison labour as well as any other physical or psychological compulsion to work is prohibited.

DISCRIMINATION

We recognise and respect the right of every individual to equal opportunity in all aspects of employment. We expect our partners to prohibit any form of discrimination in recruiting, promoting or selecting employees. Within the organization of our partners, no employee may be discriminated against based on his or her gender, age, color, race, ethnical or social origin, nationality, sexual orientation, incapacity, religion or political opinion.

WORKING HOURS AND SALARY

NAK respects applicable national laws regarding minimum wage and maximum number of working hours. We expect our partners to ensure that the minimum wage is paid and that the wages, overtime and other wage supplements paid are not less than the applicable legal requirements. We also expect our partners agree to ensure that working hours comply with the applicable laws. All overtime is to be performed on a voluntary basis, must not be excessive and is to be duly compensated.

Female employment rate in NAK have reached 50% in 2021

Health Check for all employee once a year



OCCUPATIONAL HEALTH AND SAFETY

At NAK, we are serious about improving employee safety, reducing workplace risks and creating better, safer working conditions. According to our Safety, Health, Environmental, and Energy Policy, NAK is committed to the following with regard to OCCUPATIONAL HEALTH AND SAFETY:

- Health promotion: Promote personal and psychological health as well as social and ethical awareness through health education and practice.
- Consultation and communication: Support employees and related persons through consultation and communication to encourage all employees to highlight potential hazards and risks, to identify opportunities for improvement, and to receive appropriate feedback and protection.

We expect our partners to take responsibility for the health and safety of its employees and fully comply with applicable national standards governing health and safety at work. Furthermore, our partners are expected to establish and maintain an appropriate occupational health and safety management system (e.g., in accordance with ISO 45001). This includes assessing and managing actual as well as potential health and safety risks at work. Moreover, our partners are expected to train their employees for the purpose of preventing accidents and occupational diseases.



NAK provides a friendly working environment that fuels employee self-fulfilling. We allow people to stretch their skills, find inspiration, work creatively and unlock the full potential of themselves.

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FREEDOM OF ASSOCIATION

We granted our employees the right of free association. We expect our partners to form a workers council, collective bargaining unit or other employee organizations, and to enter into collective bargaining.

INHUMANE TREATMENT

All forms of physical abuse or discipline, deprivation of personal freedom, physical or psychological punishment, threat of violence, sexual and other forms of harassment and verbal abuse as well as other forms of intimidation are prohibited.

CONFLICT MINERALS

NAK expects our partners to adhere to all applicable conflict minerals regulations. If a product contains one or more of the so-called conflict minerals we expect our partners to notify and provide all information necessary to us in writing.



Environment, Social and Governance are the most important three factors we've ever focused on.

NAK not only runs business for their shareholders, but their employees, customers and even the whole society.

We aim Sustainability as our top goal and priority. It includes how we treat our people as well as how we run our business. It is an infinite game, the endless expression of generosity on behalf of all.

ENVIRONMENT

We consider Environmental protection is our responsibility. Environmental considerations are an integral part of NAK business principles. According to our Safety, Health, Environmental, and Energy Policy, NAK is committed to the following:

- Green supply chain: Support sustainable development, green procurement, and cleaner production.
- Energy saving and waste reduction: Commit to energy saving design and minimizing waste production.
- Hazard prevention: Reduce environmental waste, avoid work accidents, and prevent incident occurrences.

We expect our partners to comply with all applicable laws, regulations and standards to protect the environment. Our partners are expected to establish and maintain a suitable environmental management system (e.g. ISO 14001), a suitable energy management system (e.g. ISO 50001) to minimize environmental impact and hazards, and to improve environmental protection in their operations.

Furthermore, we expect our partners to systematically adopt effective and preventive measures to reduce environmental impact in the area of Cleaner Production and Procurement, Pollution Prevention and Resource Reduction, Chemicals and Hazardous Materials, Air Emissions, Wastewater and Solid Waste, Recycling and Reuse of Materials and Products.

CONDUCT IN BUSINESS ENVIRONMENT

■ ANTI-BRIBERY AND CORRUPTION

NAK does not accept bribery and corruption. NAK Employees may only offer and receive gifts and hospitality to the extent allowed by law and the NAK Ethical Corporate Management Best Practice Principles.

Non of our business partners should, in their dealings with customers, partners and other parties, offer or agree to pay for gifts, hospitality or other expenses that would violate the principles of this code. In particular, our partners are expected to ensure that their employees, subcontractors and agents do not offer, promise or grant any advantages to any NAK employees or related parties with the goal of securing an order award or any other form of preferential treatment in their business transactions. We also expect our suppliers refrain from presenting any invitations or gifts to our employees so as to gain any form of influence.

■ CONFLICT OF INTEREST

We demand highest ethical standards from all of our employees. When dealing with existing or future suppliers, customers, clients or competitors, our employees must act in the best interest of the company to the exclusion of any personal advantage; private interests and the interests of the NAK should be kept strictly separate. Therefore, anything that may constitute or lead to, or even create the appearance of, a conflict of interest between employees and the company must be avoided.

We expect our partners to inform without delay if they have, or know of, or are in doubt, that there is a potential conflict of interest involving an NAK employee. Furthermore, we expect our partners to take decisions based on objective criteria only. Any factors that might influence our partners' decisions due to private, business or other conflicts of interest must be prevented and prohibited.

■ MONEY LAUNDERING

NAK expects our partners to comply with applicable regulations governing the prevention of money laundering, and not to participate in any money laundering activities.

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TRADE SANCTIONS AND EXPORT CONTROLS

NAK is dedicated to comply with all applicable trade sanctions and export controls regulations. We expect our partners shall act in compliance with applicable import and export regulations and restrictions and will not import from or export to a destination, entity, or person to which such export is prohibited under the relevant laws and regulations.

ASSETS AND INTELLECTUAL PROPERTY

All assets of NAK must be safeguarded. Such assets include but are not limited to physical assets, know-how, patents, trademarks, copyrights, brands, company names, product denominations or logos. All our employees and business partners have a duty to use such assets only for legitimate business purposes and to protect them from loss or unauthorized use.

We expect our business partners shall only use our company assets under our official authorization.

INFORMATION SECURITY

Information Technology (IT) systems, including hardware, software and the information they process and store are critical to NAK operations. They are company property, and as such may be used in principle for NAK business purposes only.

We expect our partners to set up a similar management system for securing their information with regard to NAK. Diligence and care need to be exercised in order not to contribute to or cause any material adverse effect for NAK.

DATA PROTECTION

As an employer, NAK may hold sensitive or confidential information of or relating to its associates or other individuals such as personal identification data (e.g., ID card, passport or NHI card numbers), employment or education records, health or medical information, and banking or financial account information. These and other such data are deemed to be personal. NAK and its employees should respect and protect this information as confidential information. NAK will comply with applicable laws and regulations in the respective region or country where business activities are performed. We expect our partners will do the same.

VIOLATION

A breach of any of the provisions in this code of conduct will be qualified as an ethics and compliance incident.

We expect our partners to cooperate and provide requested information to NAK to support proper investigation of a possible irregularity or breach of any of the provisions of this code.

If a business partner witnesses or is approached by an NAK employee with an improper proposal, the business partner shall immediately report this incident to NAK.

REPORTING OF AN INCIDENT

When a business partner is witnessing a potential violation of any of the principles of this Code, this can be reported via audit@mail.nak.com.tw



DATA PROTECTION

TAIWAN HEADQUARTERS



No. 336, Gongye Rd.,
Yongfeng Vil, Nantou City,
Nantou County, Taiwan

P : +(886)-49-2255011
M : service@mail.nak.com.tw

AUSTRALIA



Unit 1-17 Buttonwood Place
Willawong Qld, AUSTRALIA

P : +(617)-3272-0266
M : sales@naksealingtechnologies.com

CHINA



No. 510, Hengchangjing Road,
Zhoushi Town, Kunshan City,
Jiangsu Prov., China

P : +(86)-512-57661139
M : sales@nak.com.cn

CHINA



B Building #8 Xiaomao Nanyue
Shangye, Street No.2721
Jichang Road, Baiyun district,
Guangzhou City, China

P : +(86)-020-31527796
M : maobo@nak.com.cn

INDIA



P-1, Phase II, Dr.Vikram
Sarabhai Industrial Estate,
Thiruvanniyur, Chennai,
Tamilnadu, India.

P : +(91)-44-66475857
M : marketing@nakindia.com

IRAN



Unit 502, Floor 5, NO:308, Ko-
lahdooz Ave, Tehran, Iran

P : +(98)-21-22567451
M : sales@kishnak.com

THAILAND



120/36 Moo 12 Soi 21/2 King-
kaew-Bangplee Road, Tumbul
Rachatewa, Ampur Bangplee
Samutprakarn, Thailand

P : +(66)-2-750-1988
M : sales@mail.thainak.com

RUSSIA



House 8, Factory Street, Reu-
tov, Moscow Region, Russia

P : +(7)-495-545-94-00
M : info@naksealing.ru

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