

## **Suzuki Group's Principles on the Prohibition of Bribery**

### **1. Purpose**

The purpose of these Principles is to ensure that Suzuki Motor Corporation and its consolidated subsidiaries (hereinafter collectively referred to as "Suzuki Group") and their officers and employees avoid involvement in any act of bribery and comply with the anti-bribery laws and regulations of all applicable countries, thereby fostering compliance with such anti-bribery laws and contributing to fair and ethical business practices.

### **2. Scope of Application**

The scope of application of these Principles shall be Suzuki Group companies and their directors, officers, and employees.

### **3. Prohibition of Bribery**

i) The Suzuki Group shall not, directly or through intermediaries, offer, promise, or authorize any financial or other benefits to any public official or any officer or employee of other entity, whether domestically or internationally, for the purpose of obtaining or maintaining an improper advantage for the Suzuki Group, or to improperly influence the performance of his/her duties and responsibilities.

ii) The Suzuki Group shall not, directly or through intermediaries, request or accept, or promise to accept, any financial or other benefits offered in connection with a transaction, whether domestically or internationally, for the purpose of improperly influencing the Suzuki Group's business decision-making or the performance of its duties and responsibilities.

For the sake of clarity, in any of the cases mentioned in i) and ii) above, such entertainments, gifts, etc. that, based on circumstances such as timing, item, amount, frequency, and other relevant circumstances, are for ceremonial/festive purposes, or for other legitimate purposes, and do not exceed the scope of socially acceptable limits, shall not be deemed to contradict these Principles.

### **4. Prohibition of facilitation payments**

The Suzuki Group shall not make any facilitation payments (i.e., minor payments to facilitate standard administrative processes) to public officials in any country or territory in connection with the Suzuki Group's business activities.

### **5. Bribery by Business Partners, etc.**

The Suzuki Group shall also require all business entities (including business partners, joint venture counterparties, consultants, agents, etc.) involved in its operations to comply with these Principles. If it is found that, or if there is good reason to believe

that, another entity has engaged in bribery in connection with the business activities of the Suzuki Group, the Suzuki Group shall not engage in any transactions with such entity, and if the Suzuki Group is engaged in a transaction with such entity, the Suzuki Group shall terminate such transaction.

## **6. Records Management**

The Suzuki Group shall prepare and maintain reasonably detailed, accurate and fair accounting records of all transactions and dispositions of assets (including, but not limited to, entertainments and gifts) in connection with the business activities of the Suzuki Group.

## **7. Prior Consultation**

In the event of any doubts or uncertainties in relation to these Principles or in the event of noticing any wrongdoing, immediately report such doubts, uncertainties, or wrongdoing to your supervisor and consult the Legal Department (or a lawyer if the Legal Department is unavailable).

(Please see below for the definition of terms used in these Principles.)

## **Definitions**

- a) The term “public official” shall mean any of the following:
  - i) Officials of the government, ministries and agencies, and local governments;
  - ii) Officers and employees of government-affiliated companies and entities\* (\*i.e., companies and entities that are de facto controlled by the government, ministries and agencies, local governments, etc.);
  - iii) Officers and employees of companies and entities engaged in specific activities related to the public interest;
  - iv) Officials of international organizations;
  - v) Politicians, and officers and employees of political party
  - vi) Officers and employees of the government, ministries and agencies, local governments, government-affiliated companies and entities, and business entities entrusted with administrative tasks by international organizations (e.g. testing institutions, etc.); or
  - vii) Individuals equivalent to any the above-mentioned individuals (including candidates for such individuals).

- b) The term “financial or other benefits” shall mean the following:
- i) Cash, coupons, gift certificates, gifts, stocks, loans, collateral, or guarantees;
  - ii) Invitations to sports events, theatrical performances, trips, etc.;
  - iii) Donations and sponsorship expenses;
  - iv) Gratuities, rebates, promotional expenses, or discounts;
  - v) Opportunities for employment, schooling, or similar advancement to an individual or their relatives; or
  - vi) Benefits equivalent to any of the above.

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