## **General Rules**

#### Effect

The Fast Retailing Code of Conduct (hereinafter referred to as "CoC") is a written collection of basic rules that all company employees should observe and serves as a set of behavioral standards.

# Applicability

The CoC applies to directors, executive officers and all employees (of any employment status; the same applies hereinafter) of (1) Fast Retailing Co., Ltd., and (2) subsidiaries, where more than 50% of voting rights are directly or indirectly owned by Fast Retailing Co., Ltd., (collectively be referred to hereinafter as "Fast Retailing Group") and (3) parties (including officers and employees) that have agreed to observe the CoC in a contract made with a Fast Retailing Group company.

## Points of concern regarding management and liabilities

- Any Fast Retailing Group company shall not give its directors, executive officers and employees a work order or work instruction that violates the CoC.
- 2) Directors and executive officers of Fast Retailing Group companies shall demonstrate leadership in observing the CoC and shall establish and improve an effective company structure and ensure the provision of thorough education. In the event that a legal violation or other violation of the CoC arises, they shall immediately analyze the situation and thoroughly carry out appropriate measures to prevent its recurrence.
- 3) If directors, executive officers and employees discover a violation of the CoC, they shall immediately report to or consult with their superior or the in-house consulting service (Fast Retailing Group Hotline).
- 4) Fast Retailing Group companies shall fully ensure the protection of privacy of a reporting or consulting individual. Moreover, they shall absolutely prohibit any retaliation against a reporting or consulting individual and shall not allow any adverse treatment as a result.

## • Revisions and procedure

#### 1) Revisions

• This CoC shall be reexamined and revised on a regular basis according to changes in society, the companies' operations and ways in which the CoC is to be applied.

#### 2) Procedure

- Revisions and abolition of the CoC Basic Principles and General Rules shall be drafted by the CoC Chairman and approved by the executive officer in charge of legal affairs and compliance and the Board of Directors
- Revisions and abolition of the CoC Guidelines shall be drafted by the CoC Chairman and approved by the executive officer in charge of legal affairs and compliance and the CoC Committee.