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# Non-Discrimination Policy

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Final Revision Date	September 5, 2025
Revision No	1
Management Team	Process Quality Engineering Team

**Kamtec Co., Ltd.**  
**CEO, Sung-Kun Kim**



## **1. Purpose**

Kamtec establishes the policy in order to prohibit discrimination in all areas of the workplace while conducting business-related activities and to ensure that all executives and employees are treated equally without discrimination.

The purpose of this policy is to realize human dignity and equality in the workplace by preventing discrimination and effectively relieving the damage caused by discrimination.

It complies with laws related to discrimination, such as the Act on Equal Employment of Men and Women, Work, and Family Balance Support, the Labor Standards Act, the Occupational Safety and Health Act, and the Industrial Accident Compensation Insurance Act.

## **2. Scope**

This policy applies to domestic and foreign corporations, executives and employees, and in-house partners.

It also encourages all stakeholders in transactional relationships to comply with anti-discrimination policies.

If the matters covered in this anti-discrimination policy conflict with the laws of the local country, the local laws and regulations shall be followed first.

- Kamtec executives and employees and in-house partners
- Kamtec Auto Romania executive and employees and in-house partners
- Zhangjiagang Kamtec executive and employees and in-house partners

### 3. Definition of Discrimination

1) Discrimination in this policy means the act of separating, distinguishing, restricting, excluding, or treating individuals or groups unfavorably in the following areas due to race, skin color, gender, sexual orientation, gender, marital status, marital status, pregnancy, parental status, religion, political views, nationality, racial background, social status, social status, birth status, disability, age, medical history, appearance, genetic information, educational background, employment type, other characteristics, etc. (hereinafter referred to as "gender, etc.") without reasonable grounds.

- ① Employment
- ② The supply or use of goods and services
- ③ Education
- ④ Provision and use of services in the workplace(welfare)

2) In the case of paragraph 1), the act applied a seemingly neutral standard, but even if the standard causes unfavorable results to a specific group or individual and does not prove the rationality or legitimacy of the standard, it is considered discrimination.

3) In each subparagraph of paragraph 1), harassment on the grounds of gender, etc. shall be regarded as discrimination.

4) Sexual harassment is viewed as discrimination.

5) Advertisements and promotional activities that indicate or promote separation, distinction, restriction, exclusion or unfair treatment of a specific individual or group are regarded as discrimination.

6) Any of the following acts shall not be regarded as discrimination.

- ① When it is inevitable due to the nature of a particular job or business performance
- ② In order to resolve existing discrimination, acts of provisional preferential treatment of specific individuals or groups and the enactment, amendment, and establishment and enforcement of policies
- ③ Where it is not regarded as discrimination in accordance with the contents of other regulations

## **4. Non-Discrimination**

### **4-1. Non-Discrimination in recruitment**

A company shall not engage in any of the following acts in recruitment and recruitment.

- ① Acts of not giving or restricting opportunities for recruitment or recruitment due to gender, etc
- ② The act of expressing exclusion or restriction due to gender, etc. in recruitment and recruitment advertisements
- ③ When recruiting, asking questions about gender, etc. that are not necessary for the performance of duties, suggesting or requesting conditions related to gender, etc., or evaluating them based on gender, etc

### **4-2. Non-Discrimination in wages, etc**

A company shall not differently pay wages due to gender, etc. or set different standards for determining wages, such as setting annual salaries, etc.

The company shall not exclude or treat welfare benefits, such as the payment of money or goods other than wages, loans of funds, the use of convenience facilities, etc. on the grounds of gender, etc.

#### **4-3. Non-Discrimination in education and training**

A company shall not exclude or distinguish from education or training on the grounds of gender, etc. or impose education or training unrelated to its duties.

#### **4-4. Non-Discrimination in placements**

The company shall not engage in any of the following acts in its placement.

- ① The act of excluding or distributing in a specific job or job group due to gender, etc
- ② The act of giving or not giving a specific position due to gender, etc., or not unreasonably changing or changing the place of work

#### **4-5. Non-Discrimination in promotion**

The company shall not exclude from promotion due to gender, etc., or apply different conditions and procedures for promotion.

#### **4-6. Non-Discrimination in working hours, etc**

The company shall not exclude or treat working conditions, such as working hours, safety, and disaster management, on the grounds of gender, etc.

#### **4-7. Prohibition of disadvantageous disposition such as dismissal**

The company shall not treat unfavorably in retirement age or retirement on the grounds of gender, etc., or take any disadvantageous measures, such as forcing retirement or dismissal.

#### **4-8. User's obligation to provide convenience**

The employer shall provide convenience so that persons with disabilities and persons with specific physical conditions are not discriminated against in working conditions.

However, this may not be the case if excessive management burden is recognized.

#### **4-9. Non-Discrimination in use of financial instruments and services**

The company shall cooperate as much as possible in the use of various financial products and other financial services, such as loans, credit card issuance, insurance subscription, etc. of financial institutions due to gender, etc., and shall not treat or restrict them unfavorably.

#### **4-10. Non-Discrimination in the supply and use of transportation and services**

The company shall not exclude or restrict the improvement of medical services provided by the company for reasons such as gender.

#### **4-11. Non-Discrimination in the provision of health care services**

The company shall not exclude or restrict the provision of medical services provided by the company due to gender, etc.

#### **4-12. Non-Discrimination in the supply and use of culture, etc**

The company shall not exclude or restrict services such as sports competitions, etc. provided by the company, such as culture, sports, entertainment, etc., on the grounds of gender, etc.

#### **4-13. Non-Discrimination in educational opportunities**

The company shall not differently or disadvantage the support for education or

educational activities on the grounds of gender, etc.

#### **4-14. Non-Discrimination in educational content**

A company shall not engage in any of the following acts.

- ① Acts in which educational goals, educational content, and standards for life guidance include discrimination against gender, etc
- ② Acts that vary the content of education and curriculum organization according to gender, etc
- ③ The act of including or educating hatred or prejudice against a specific individual or group on the grounds of gender, etc. in the educational content

#### **4-15. Obligation to provide convenience**

The company shall provide convenience, such as facilities and teaching aids, so that the trainee can receive equal education.

#### **4-16. Non-Discrimination in religious activities.**

The company prohibits discrimination against religion, provides a clean and safe space if many workers need prayer rooms to fulfill their religious rituals, and reasonably adjusts the work environment (scheduling, voluntary replacement of alternative personnel and shifts, job changes, dress regulations, employer facilities, etc.).

#### **4-17. Non-Discrimination against trade unionists**

A company shall not provide other support or disadvantage in providing opportunities for employment, promotion, education, etc. on the grounds of joining a trade union, etc.

## **5. Duty to correct discrimination**

1) The company shall review existing regulations, guidelines, etc. contrary to this policy and correct them to conform to the purpose of this regulation, and make sure that they conform to the purpose of this regulation when newly enacted.

2) When emergency measures are taken in a disaster situation that threatens the lives and safety of employees, the company shall take special care to prevent discrimination based on gender, etc. and to protect social minorities or the weak.

3) The company shall take measures to correct discrimination and spread equal culture through education, public relations, etc.

## **6. Remedy for discrimination**

1) Application for relief, etc

Victims of discrimination or people or organizations who know the fact may appeal to the HR committee through the HR department.

2) Relief measures

If the victim's request clarifies discrimination against the victim, the company may order other appropriate temporary measures, such as suspension of discrimination, until the personnel committee decides.

The company may suspend discrimination, improve wages and other working conditions, and take active measures to correct discrimination in accordance with the decision of the Human Resources Committee.

### 3) Prohibition of adverse measures

The company shall not take any disadvantageous measures in relation to dismissal, transfer, disciplinary action, or other status or treatment on the grounds that a person who claims to have been discriminated against and his/her officials submitted or answered to the HR committee in the preparation and progress of the relief procedure.

## 7. Grievance and handling (Cyber audit office)

### 1) Report received

Anyone who becomes aware of the occurrence of discrimination, etc., may report the details, and Kamtec shall take appropriate measures, such as conducting an investigation without delay, and take measures as prescribed by the Labor Standards Act, the Gender Equality Act, and other related statutes.

#### ■ Reporting Channel

- Team name : General management team
- E-mail : 5257602@seohan.com
- Tel : 043-530-3721
- Cyber audit office : [https://www.kamtec.co.kr/dh/sustain08\\_1](https://www.kamtec.co.kr/dh/sustain08_1)

### 2) Handling procedures

When reporting and receiving reports, take measures according to the following steps.



① The schedule of action varies depending on the contents of the report or the

confirmation procedure, and may be transferred to the relevant department depending on the nature of the report.

- ② The notification of the results of the processing shall be substituted by posting it on this website without a separate written reply procedure.
- ③ The deadline for processing shall not exceed 30 days from the date of receipt, and shall be extended if further investigation is required.
- ④ The informant may raise an objection within 10 days of notification of the result.

### 3) Protection of informants

Confidentiality : Prohibits the act of disclosing or implying the identity of the informant without the consent of the informant.

Security of identity : Protects against disadvantages or discrimination from business relationships or affiliated departments for reasons such as reporting, statements, and submission of data.

Liability reduction : Disciplinary action may be reduced or exempted for the informant if the informant's negligence or error is found in connection with the informant.

## 8. History of enactment and revision

No	Date	Contents	Remark
0	Jan 17, 2025	The first enactment	-
1	Sep 5, 2025	Change the person in charge of the reporting channel	