# Governance

## Compliance

ESG Initiative

By practicing our management philosophy and maximizing enterprise value, we aim to build good relationships with stakeholders.

As a company trusted by the international community, we believe in the importance of fair, transparent management and are committed to compliance.

### **Compliance Education**

Topia holds education and enlightenment activities to ensure that employees are always aware of compliance.

In FY2023, 90% of our employees participated in educational training on compliance by outside instructors.

Furthermore, as for enlightenment activities, public materials are posted in common areas to raise awareness of compliance.

#### **Anti-Corruption Initiatives**

Topia strives to conduct sound and fair business activities with high ethical standards. We are committed to complying with anti-corruption laws and regulations in all regions and countries where we do business. We ensure that we do not provide benefits or favors through illegal or improper means, such as bribery, illegal political contributions, donations, threats, extortion, embezzlement, engage in money laundering, illicit international transfers, or provide funds to anti-social forces.



Compliance education

## **Risk Management**

We are working to strengthen risk management as a part of internal control by identifying and addressing risks that may impede growth, such as rapid changes in the external environment.

#### Initiatives for Information Security

Topia regards the appropriate handling of information assets as an important management issue. Specific activities include the formulation of a "Security Policy" to ensure security (systems, data, and physical), acquisition of security certification (TISAX), introduction of new technologies, and further employee education and awareness.





Security policy handbook distributed to all employees

#### Initiatives for Business Continuity Plan (BCP)

A "Business Continuity Plan" is clearly defined in case of a major earthquake, pandemic, or other disaster. Based on this plan, we will ensure the safety of employees' well-being and lives, and deal with important operations that should be continued and restored on a priority basis and their early restoration. We will carry these out by specifying policies, procedures, and methods of establishing an operational system in order to prevent the interruption of important business activities

and to restore them in the shortest possible time even in the event of interruption.





A convenience store inside Topia. Functions as a base for stockpiles and internal safety checks BCP handbook