

# Information Security Policy

## SATO Group

The SATO Group endeavors to pursue information security measures based on the following policy to protect customer data and other internal information assets from threats such as accidents, disasters and crimes so as to safeguard the trust placed in us by our customers and society.

### 1. Establish an information security management system

We shall establish an information security system, with the management leading organizational efforts to deploy and continuously improve information security for the company to protect all information assets under its ownership and earn the trust of society.

### 2. Scope

This security policy applies to all information assets handled by our employees and third-party contractors/vendors over the course of the SATO Group's business operations.

### 3. Implement information security measures

We shall develop internal rules based on this security policy to manage information assets properly in compliance with laws, regulations, norms and contractual obligations. In the event of unforeseen information security incidents or breaches, we will promptly investigate the cause, taking corrective actions to minimize any impacts and prevent their recurrence.

### 4. Provide information security training

We shall consistently provide training and education programs to help employees and related parties improve information literacy and manage internal information assets properly.

### 5. Strengthen third-party information security management

When contracting the services of third-party providers, we shall screen them thoroughly for information security controls, and monitor them to ensure that they comply with our requirements of maintaining the same, if not higher, security levels as the company.

### 6. Keep making improvements

We shall periodically review and revise the above to enhance our information security measures continuously.

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