

Translation

Please note that the following is a referential translation of the original Japanese version. In the case of any discrepancy between the translation and the Japanese original, the latter shall prevail.

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**The Corporate Code of Conduct**

Tokyo Electric Power Company, Incorporated

**Preamble**

At Tokyo Electric Power Company, Incorporated, our mission is to strive to solve problems related to our business operations in order to fulfill our duties following the Fukushima nuclear accident and our responsibilities as an electricity utility.

In so doing, we abide by the following "Corporate Code of Conduct" in all aspects of our actions and work duties in order to ensure that we act with honesty and sincerity while maintaining a high sense of ethics.

## **I . Observance of the Rules**

Above all, we always keep human beings' interests in mind and observe social rules, including laws and regulations without fail.

### **1. Respect for Human Life and Dignity**

#### **(1) Placing First Priority on Safety**

- We always place first priority on safety.
- We not only abide by the rules, laws and regulations concerning safety and safety regulations, and operational safety programs, etc. , but also:
  - Take resolute measures to ensure safety at our facilities and with the equipment we operate.
  - Carry out the best possible safety measures if faults or indications of hazards are found.
  - Render aid and relief and carry out repair work promptly if an accident or disaster occurs by any chance.
  - Endeavor to protect the safety of the general public as well as workers by enforcing a safety-first policy in the working environment and everyday work procedures.

#### **(2) Environmental Awareness**

- We not only abide by the laws and regulations, etc. concerning the environment, but also:
  - Make efforts to use resources effectively and save energy.
  - Make every effort to reduce the environmental burdens caused by our business activities.

### **(3) Respect for Human Rights**

#### **① Prohibition of Discrimination, Harassment, and Privacy Infringement, etc.**

- We respect each other as human beings and always think and act respecting others' opinions.
- We endeavor to understand all manner of human rights issues related to, for example, gender, creed, physical conditions, and social status, and refrain from any discrimination, harassment or privacy infringement. Moreover, we do not tolerate any such conduct by other parties.

#### **② Fostering of a Cheerful, Comfortable Working Environment**

- We respect each person's individuality, personality and diversity, and strive to foster a working environment that is cheerful, comfortable, and encourages communication.

## **2. Compliance with Laws and Regulations, etc.**

### **(1) Compliance with Laws and Regulations**

- We comply with domestic and international laws and regulations, respect their intent, and act in conformance with social rules.
- As a company engaged in electricity businesses, we:
  - Perform business activities in an appropriate manner in accordance with laws and regulations governing the businesses and fulfill our mission and duties as an electricity utility without fail. In particular, we:
  - Comply with the safety regulations submitted to the

Minister of Economy, Trade and Industry based on the Electricity Business Act and ensure the safety of our electric facilities.

- Abide by the operational safety programs submitted to the Nuclear Regulation Authority based on the Act on the Regulation of Nuclear Source Material, Nuclear Fuel Material and Reactors and ensure the safety of our reactor facilities.
- Ensure a stable supply of electricity based on the Electricity Business Act.
- Take sensible actions and conduct fair, transparent and free transactions in the market under the Act on Prohibition of Private Monopolization and Maintenance of Fair Trade and related laws and regulations. We also refrain from any action that would obstruct our business clients' fair and free competition.
- Undertake accounting and financial reporting procedures and tax payment properly, in accordance with laws and regulations governing accounting procedures, taxes, etc.

## **(2) Compliance with Contracts**

- We never fail to comply with pledges and contracts we have made with the general public, customers, and business clients, etc.

## **(3) Compliance with Internal Rules, etc.**

- We comply with internal rules and regulations, etc. and

handle business affairs impartially and precisely. Furthermore, we review these internal rules and regulations as appropriate to ensure that they contain more suitable details in view of trends outside the company and the actual conditions of business operations.

**(4) Action to Comply with Laws and Regulations, etc.**

- To comply with laws and regulations, internal rules, etc. in a suitable and appropriate manner, we:
  - Ascertain the rules related to the operations we are engaged in and always strive to improve our knowledge thereof.
  - Confirm, as appropriate, the applicable rules for operation procedures. If any doubt or concern arises regarding the interpretation of these rules, we never fail to consult the relevant contact inside or outside the company to ensure that the interpretation does not remain ambiguous and that arbitrary interpretation does not arise.
- We do our best to ensure that our business operations are in compliance with laws, regulations, and internal rules, etc., and address any problems that are found in a prompt and equitable manner.

**3. Appropriate Handling of Information**

**(1) Accurate Preparation and Appropriate Management of Documents**

- We accurately prepare documents related to our operations

based on facts and manage them appropriately.

- In particular, we prepare accurate records without falsifying any data related to matters of the presence or absence of abnormalities in the construction, operation, maintenance, etc. of facilities and equipment, which constitutes the basis of society's trust, safety and security.

## **(2) Protection of Personal Information**

- We acquire, use and manage personal information in a proper manner. We do not use any personal information except for its prescribed purposes and do not disclose any personal information to a third party without a justifiable reason, such as obtaining the individual's consent.

## **(3) Protection of Intellectual Property**

- We respect the intellectual property of others and that of the company, and:
  - Acquire and use external information by appropriate means so that we do not infringe on others' intellectual property.
  - Protect internal information adequately in proportion to the value of intellectual property.

## **(4) Retention of Confidential Information**

- We properly manage the company's confidential information. We do not disclose the company's confidential information to a third party, and do not use the company's confidential

information for personal purposes, without the company's permission.

**(5) Prohibition of Insider Trading**

- We do not engage in insider trading based on undisclosed corporate information.

**4. Execution of Duties as Officers and Managers**

- Officers and managers strongly recognize their duties and roles, take the initiative in abiding by the Corporate Code of Conduct and thoroughly foster compliance with corporate ethics in the workplace.

## **II . Honest and Sincere Conduct**

To gain the trust of society and ensure the satisfaction of our customers, we, as members of Tokyo Electric Power Company, Incorporated, conduct ourselves with honesty and sincerity.

### **1. Basic Attitude**

- Recognizing that each one of us is a member of society, we treat everyone in good faith and actively contribute to society as good citizens.
- We always consider how the desirable qualities of our operations should be and endeavor to improve and reform our operations without being bound by precedents.
- We strive to better ourselves through means such as the improvement of our knowledge and skills in order to carry out acts sincerely while abiding by internal and external rules, and sharpen our social sensibilities that constitute the base of such acts.
- In particular, those engaged in the construction, operation, and maintenance, etc. of our facilities and equipment strongly recognize that they are entrusted by society with ensuring safety and security, and undertake their operations in a sincere manner to live up to the expectations of society.

### **2. Appropriate External Relations**

#### **(1) Attitude toward Customers and Business Clients**

- We interact with our customers and business clients in good faith by always considering their standpoint. We use good



sense when exchanging gifts or when entertaining or being entertained by our customers and business clients, and maintain temperate and wholesome relations.

- We are fully aware of being supported by the partnership of our business clients including affiliated companies and supporting companies, and develop mutual trust-based relationships with them.

## **(2) Relations with Governments and Public Administrations**

- We maintain wholesome and transparent relations with governments and public administrations, whether domestic or foreign. In the case of simple social interaction, including friendly exchanges, we exercise restraint and consider when and how such exchanges should be carried out, etc.

## **(3) Attitude toward Antisocial Forces**

- We are resolutely against antisocial forces. We do not practice giving of benefits in any manner.

## **3. Drawing a Line between Public and Private**

- We do not use our positions or titles at the company to pursue our own private interests.
- When private interests conflict with the interests of the company, we maintain an attitude of strict neutrality and do not perform any act detrimental to the company's interests.
- We do not use the company's property, including facilities,

fixtures, articles on loan, money, intellectual property, etc., for personal purposes.

- We do not perform any political, religious or other personal activities at work without obtaining the company's permission.

### **III. Open Communication**

We strive to create positive and energetic workplaces, solve problems promptly, and gain the trust of the general public through open communication.

#### **1. Frank Discussions**

- We are constantly aware of any workplace and job-related problems and discuss them frankly.
- When confronted with difficult problems at work, we never keep such problems to ourselves; rather, we consult upper management or higher organizations and strive to solve them promptly.
- In particular, when upper management or higher organizations are requested for consultation by subordinates or subordinate organizations, they accept the request and deal with it in a sincere manner whatever the issue may be. We also do our best to create a workplace environment where employees can easily request consultation.

## **2. Active Communication with Members of Society**

- Information regarding our corporate activity and safety, such as facility and equipment-related trouble and accidents, is disclosed to the general public, customers, shareholders and administrative organs in a timely, appropriate and proactive manner, thereby securing further transparency in our business operations.
- We promote proactive dialogue, etc. with members of society, customers, shareholders and business clients, thereby honestly and sincerely meeting their expectations.
- We refrain from any inappropriate action that would undermine the fairness and transparency of any activities which are conducted by national or local government, etc. from a neutral standpoint for the purpose of improving understanding, etc.