

供應商行為準則

樺漢科技 致力確保所有員工受到尊重、工作環境安全無虞，以及業務營運負起環保責任並恪守倫理道德。我們期許營運及供應鏈之供應商以及其等之供應商。

供應商須遵守《樺漢科技供應商行為準則》

- 1.基本義務。**除了本行為準則闡述的責任外，供應商也必須遵守所有適用法律以及供應商與我們所簽訂合約中的所有義務。
- 2.現場工作。**必須遵守所有適用的政策和要求。
- 3.產品安全。**樺漢科技 致力於生產高品質和安全的產品。故涉及產品開發、製造、包裝、運輸或存放等方面的供應商應該了解並遵守適用於所在據點所生產之產品的產品品質標準、政策、規範和程序。
- 4.認證。**如果 樺漢科技 要求提供額外認證 (例如 ISO 50001、14001)，供應商應合理盡力於適當時間內取得相關認證。
- 5.資訊揭露。**供應商應按照產業慣例，準確揭露有關參與勞工、健康與安全、環境措施、業務活動、組織結構、財務狀況和業績的資訊。
- 6.合作。**供應商應配合我們提出的資訊調閱或稽核要求，證明其確實履行這些責任，若供應商負有保密義務或屬於其營業秘密，則不在此限。我們期望與供應商合作改善工作情況，但是如有供應商未履行這些責任，我們得與該供應商終止合作關係。

勞工與人權

樺漢科技 承諾維護員工人權，並給予員工尊重對待。這項承諾適用於所有員工，包括臨時員工、移工、工讀生、約聘員工、直接僱員，以及任何其他類型的員工。因此，供應商必須妥善管理旗下員工，以達成下列目標：

1.就業自由，杜絕現代奴役。 供應商一律不得僱用或允許使用受脅迫或受約束的勞工或質押勞工。所有工作必須出於自願，而所有員工皆有權隨時終止僱傭關係。供應商不得以行政作業為由，將員工身分證、移居許可證或工作許可證保留超出合理必要範圍的時間。供應商不得要求員工為聘僱結果支付招募費用或其他費用（無論是直接或透過第三方）；如有任何員工支付這類費用，供應商必須退還給該員工。供應商不得以不合理的方式限制員工進出工作場所或在工作場所自由移動。在聘僱過程中，供應商應符合員工所在國家/地區之勞動法令要求及條件。

2.年輕員工與實習生。 供應商不得僱用童工。「童工」係指任何未滿 15 歲、未達到完成義務教育的年齡，或是未達到所在國家/地區最低就業年齡（以上述三者中最高年齡為準）的人士。未滿 18 歲的員工不得從事任何可能危害其健康或人身安全的工作，包括夜班和加班。供應商可採行正當合法、管理健全的學徒培訓計劃（例如學生實習計劃）。除非當地法律另有規定，否則供應商支付給工讀生、實習生和學徒的薪資不得低於其他工作內容相同或類似的新進員工。

3.薪資。 供應商必須依法為員工提供薪資和福利、遵守有關扣薪的法律，以及為員工提供薪資單或類似文件，清楚載明所支付的薪資細目。供應商不得以剋

扣薪資做為紀律處分的手段。

4.工作時數。針對薪資按小時計算的供應商員工，每週工作時數不得超過 60 小時 (包括加班時數在內)或當地法律規定上限時數較少者為其上限，但緊急或特殊情況除外。此外，員工每七天須享有至少一天的休假日。

5.公平正義的待遇、禁止歧視、多樣性和包容度。供應商不得容許騷擾、虐待、身體懲罰或非人道待遇。供應商亦不得要求員工或準員工接受非法的醫療檢測或身體檢查。供應商不得在篩選、招聘或僱用時，以種族、膚色、年齡、生理性別、社會性別、性別認同、性別表達、性傾向、婚姻狀態、族群認同、國籍、社會階層、身心障礙、遺傳基因、醫療狀況、懷孕、宗教、政治立場、工會身分、服役狀態或身體藝術為由而歧視受僱者。此外，供應商也必須針對員工在宗教方面的需求提供合理的協助。此外，供應商應當從各方面著手管理，藉此識別、評估及改善工作場所的多樣性與包容性。

6.結社與集體協商自由。員工可根據當地法律自由結社、集體協商以及尋找代表。供應商必須允許員工針對工作條件公開向管理階層表達意見，並承諾不會因此對員工實施報復或騷擾。

健康與安全

供應商必須將下列健康與安全管理規定併入業務流程，確實為員工提供安全健康的工作場所：

1.職業安全與健康。供應商必須遵守所有關於安全與健康的適用法律和法規，且應當透過適當的設計、工程管制、維護、安全工作程序以及持續不間斷的健

康與安全指導，識別、評估及控管可能危害員工的安全與健康的風險，包括化學、生物、物理和人體工學的壓力源。若上述措施無法有效控管這類危害，則供應商必須向員工提供適當的個人防護裝備，以及潛在風險的相關資訊。供應商應當採行相關程序以預防、管理、追蹤及回報職業傷害與疾病，這包括以下規定：鼓勵員工回報、分類及記錄相關案例、提供治療、調查案例、執行糾正措施，以及協助員工儘早返回工作崗位。

2.應急準備。 供應商應識別可能的緊急情況、規劃應對措施、實施應急方案，以及在相關程序（包括緊急情況回報、員工通知及疏散、演習、火警偵測和滅火設備、逃生設備以及復原計劃）中為員工提供確切指示。

3.公共衛生與食宿。 供應商應當為員工提供乾淨的洗手間設施、飲用水、衛生的食物準備、儲存及食用設施。假如供應商為員工提供住宿設施，這類設施應保持乾淨、安全，並設置適當的私人空間、出入口、緊急出口、並供應暖氣和通風設備，以及盥洗用熱水。

環境保護

樺漢科技 瞭解，履行環境保護責任是生產世界級產品不可或缺的一環。在製造和施工過程中，供應商應致力創造再生過程，並且盡可能降低對社區、環境和自然資源造成的不良影響，同時保護大眾健康與安全。此外，供應商還必須遵守下列規定：

1.環境許可證與通報。 供應商必須取得並保存所有必要的環境許可證、核准文件和登記文件，並遵守這些證件的操作和通報要求。

2.資源利用率與乾淨能源。 在營運過程的所有環節中，供應商都必須設法減少對資源（包括原物料、能源和水資源）的消耗。供應商應追蹤、記錄以及試圖減少能源消耗量和溫室氣體排放量，並設法提高能源使用效率及使用來源較為乾淨的能源。

3.有害與管制物質。 供應商必須識別及管理會對環境造成危害的化學物質及其他物質，進而確保這些物質得以安全妥善處理、使用、儲存及處置。供應商應當識別、監控、控管、處理及減少由營運過程中產生的有害廢氣、汗水和廢棄物。供應商必須遵守我們設立的限制使用特定物質的規定，包括替需要回收或處置的物質加上標示。

4.減少廢棄物：汗水、固體廢棄物和雨水管理。 供應商必須設法減少或避免所有類型的廢棄物。如果無法避免產生廢棄物，供應商應遵守適用的法律和法規，以安全且對保護環境負責的方式管理及控管所有廢棄物（包括但不限於禁止非法將廢棄物排放至下水道，以及在排放或處置由營運過程、工業程序和衛生設施所產生的汗水與固體廢棄物前，對這些廢棄物進行符合要求的處理）。

道德規範

在企業營運過程中，供應商必須謹守最高的誠信標準，包括：

1.誠信經營。 供應商必須避免在與 樺漢科技 合作時發生利益衝突，且如已知任何與 樺漢科技 員工有親屬或其他親近個人關係且其就供應商與 樺漢科技 之合作關係有影響力者，應當立即揭露。供應商不得經常為我們的員工提供商業上的禮遇，如有提供，這類禮遇不得超過適當金額。此外，供應商還必須

將所有業務往來清楚記載於帳簿和商業記錄中。供應商不得進行或接受任何形式的賄賂、貪汙、勒索或盜用公款行為。供應商不得以直接或間接的方式支付違法款項。供應商應實施監控和強制執程序，以確保符合反貪腐法律的規定。

2.智慧財產權。 供應商必須尊重智慧財產權，並且以保護智慧財產權的方式轉移技術和專門技術知識。

3.履行原物料採購責任。 供應商必須制定適當衝突礦產政策，確保在使用鈹、錫、鎢和金製造產品時，不會讓在剛果民主共和國境內或鄰近地區侵害人權的武裝團體直接或間接獲利。供應商必須對這些礦產的來源和監測鏈進行盡職調查，並在我們提出要求時向我們公布調查內容。

4.隱私權與資訊安全。 供應商必須保護任何業務往來對象（包括供應商、客戶、消費者和員工）的個人資訊和隱私。

管理體系

供應商應採用或制定一套管理體系來履行上述責任。該管理體系的目的是確保供應商的營運過程：(1) 符合我們的要求和適用的法律與法規；(2) 履行上述責任；以及 (3) 可辨識及減輕與上述責任相關的營運風險。此外，這套體系也必須能夠促進供應商的持續改進。

Supplier code of Conduct

We are committed to ensuring that all employees are treated with respect that the working environment is safe and that business operations are bearing environmentally responsible and ethical as well as we expect operating and supply chain suppliers and other suppliers.

Therefore suppliers shall comply with the ENNOCONN Technology Supplier Code of Conduct:

1. Basic obligations. In addition to the responsibilities set out in this Code of Conduct, suppliers must comply with all applicable laws and all obligations of the supplier under the contract with us.

2. Operational environments. Must comply with all applicable policies and requirements.

3. Product safety. ENNOCONN technology is committed to producing high quality and safe products. Therefore, suppliers involved in product development, manufacturing, packaging, transportation or storage should understand and comply with product quality standards, policies, specifications and procedures applicable to products manufactured at their locations.

4) Certification. If additional certification (e.g. ISO 50001, 14001) is required by ENNOCONN, supplier shall make reasonable efforts to obtain such certification within an appropriate period of time.

5. Disclosure. Suppliers shall, in accordance with industry practice, accurately disclose relevant information about Labor, health and safety, Information on environmental measures, operational activities, organizational structure, financial position and business performance.

6. Cooperation. Suppliers shall comply with our request for information access or audit to demonstrate that they have complied with these requirements, unless the supplier has a duty of confidentiality or is its business secret. We expect and provide cooperation with the supplier to improve the work environment, but if a supplier fails to meet these responsibilities, we shall have to conduct the supplier to terminate the partnership.

Labor and Human Rights

ENNOCONN technology is committed to protecting the human rights of its employees and treating them with respect. This commitment applies to all members of workers, including temporary workers, migrant workers, work-study students, contracted employees, direct employees, and any other

type employees. Therefore, suppliers must properly manage their employees to achieve the following objectives:

1. Freedom of employment and an end to modern slavery. No supplier shall employ or permit use under duress or restraint labor or pledge labor. All work must be voluntary and all employees have the right to terminate employment at any time. Supplier shall not detain or retain employee ID cards, migration permits or work permits for administrative purposes by reserve more time than reasonable necessary. The supplier shall not require the employee to pay the recruitment fee for the employment result or other expenses (whether directly or through a third party); If any employee pays such fees, supplier to be returned to the employee. The supplier shall not restrict the access of employees to or from the workplace freely in an unreasonable manner. During the employment process, the supplier shall comply with the labor laws and requirements of the country/region where the employee is located.

2. Young employees and interns. Suppliers shall not employ child labor. "Child Labor" means any person under the age of 15 who is not reached the age of completing compulsory education or have not reached the minimum employment age of the country/region in which they are located (whichever is the oldest). An employee under the age of 18 shall not engage in any work which may endanger his or her health or personal safety, including night shift and overtime work. Suppliers may employ legitimate, well-managed apprentices training programs (e.g. student internship programs). Unless otherwise required by local law, the supplier pays the worker, students, interns and apprentices should not be paid less than other new employees doing the same or similar work.

3. Salary. The supplier must provide wages and benefits to its employees in accordance with the law, comply with the law regarding salary withholding, and provide employees with pay slips or similar documents clearly showing the breakdown of wages paid. Supplier shall not be allowed to withholding wages as a means of disciplinary action.

4. Working hours. For supplier employees who are paid by the hour, the number of working hours per week shall not exceed 60 hours (including overtime hours) or the upper limit prescribed by local law is less, except emergency or special circumstances. In addition, employees shall be entitled to at least one day off every seven days.

5. Fair and just treatment, prohibition of discrimination, diversity and inclusion. Supplier shall not tolerate harassment or abuse treatment, physical punishment or inhumane treatment. Suppliers shall not require

employees or prospective employees to undergo illegal medical examination or physical examination. Supplier shall not screen, recruit or hire on the basis of race, color, age, biological gender, social gender, gender identity, gender expression, sexual orientation, marital status, ethnic identity, nationality, social class, physical and mental disabilities, genetics, medical status, pregnancy, religion, political affiliation, and not discrimination against employment on the grounds of union status, service status or body art. In addition, suppliers must also target to provide reasonable assistance to employees regarding their religious needs. In addition, suppliers should be in charge of all aspects to identify, assess and improve diversity and inclusion in the workplace.

6. Freedom of association and collective consultation. Employees are free to associate, negotiate collectively and find representatives in accordance with local laws. Suppliers must allow employees to speak openly to management about working conditions and promise not to Retaliating against or harassing employees.

Health and Safety

The supplier must incorporate the following health and safety management requirements into the business process to ensure the safety of workplace:

1. Occupational safety and health. Suppliers must comply with all applicable laws and regulations regarding safety and health, and through appropriate design, engineering control, maintenance, safe work procedures, continuous health, safety guidance to identify or assess to control risks that may endanger the safety and health of employees, including chemical, biological, physical and ergonomic stresses. If the above measures cannot effectively control such hazards, then must provide employees with appropriate personal protective equipment and information about potential risks. Vendors shall adopt procedures to prevent, manage, track and report occupational injuries and illnesses, including the following provision: Employees are encouraged to report, classify and record cases, provide treatment, investigate cases, and perform corrections to help staff return to work as soon as possible.

2. Emergency preparedness. The supplier shall identify possible emergencies, plan responses and implement contingency plans. (Procedures including emergency response, employee notification and evacuation, drills, fire detection and fire suppression Equipment, escape equipment and recovery plan).

3. Public health and accommodation. The supplier shall provide clean

washroom facilities, drinking water, sanitation with food preparation, storage and consumption facilities. If the supplier provides accommodation facilities for employees, such facilities shall keep it clean, safe and provide proper private spaces, entrances, exits, emergency exits, heating and heating ventilation, and hot water for washing.

Environmental Protection

ENNOCNN technology understands that fulfilling environmental responsibility is an integral part of producing world-class products. In the system construction, the supplier shall strive to create a reproduce process and minimize the impact on the community, environment and natural resources, while protecting public health and safety. In addition, the supplier must comply with the following requirements:

1. Environmental permit and notification. Supplier must obtain and maintain all necessary environmental permits, approval documents and register documents, and comply with the operation and notification requirements of these documents.

2. Resource utilization and clean energy. At all points in the operation process, suppliers must seek to reduce consumption of resources (including raw materials, energy and water). Supplier shall track, record and attempt to reduce energy consumption and greenhouse gas emissions. And try to improve energy efficiency and use sources more dry net energy.

3. Hazardous and controlled substances. The supplier must identify and manage the chemicals and substances that may cause harm to the environment. To ensure the safe and proper handling, use, storage and disposal of such substances. The supplier should identify, monitor, control, treat and reduce harmful gases, sewage and waste generated by the operation. Suppliers must comply with the restrictions we set on the use of certain substances, including recycling or replacement material to be disposed of is labeled.

4. Waste reduction. For sewage, solid waste and rainwater management. Suppliers must find ways to reduce or avoid all types of waste. If the waste cannot be avoided, the supplier shall comply with applicable laws and regulations to manage and control all waste (including but not limited to prohibition in a safe and environmentally responsible manner through illegal discharges of waste into sewers and during discharges or disposal by business processes, industrial procedures and sanitation sewage and solid waste generated by the facility shall be treated according to the requirements).

Code of ethics

Suppliers are required to uphold the highest standards of integrity in their business operations, including:

- 1. Operate with integrity.** Supplier must avoid any known conflict of interest in cooperating with ENNOCONN Technology. Any person who has a family member or other close personal relationship with a ENNOCONN employee who has influence in relation to the supplier's relationship with ENNOCONN should be disclosed immediately. Suppliers must not provide for our employees on a regular basis about commercial courtesy, if any, not exceeding an appropriate amount. In addition, the supplier must record all business transactions clearly in books and business records. Supplier shall not carry out or accept any form bribery, embezzlement, extortion, or embezzlement. The supplier shall not pay directly or indirectly Illegal money. Suppliers shall implement monitoring and enforcement procedures to ensure compliance with anti-corruption laws.
- 2. Intellectual property rights.** Suppliers must respect intellectual property rights and move in a manner that protects them during transfer of technology and know-how.
- 3. Responsible for purchasing raw materials.** Suppliers must develop appropriate conflict mineral policies to ensure that tantalum, tin, tungsten and gold are used to manufacture products that do not directly or indirectly benefit armed groups that commit human rights violations in or near the Democratic Republic of the Congo. Suppliers must carry out due diligence on the origin and monitoring chain of these minerals and disclose the contents to us when requested.
- 4. Privacy and information security.** The supplier must protect any personal information and privacy business contacts (including suppliers, customers, consumers and employees).

The management system

The supplier shall adopt or develop a management system to fulfill the above responsibilities. The purpose of the management system is to ensure supplier's operation process :(1) Comply with our requirements and applicable laws and regulations;(2) To fulfill the above responsibilities; (3) Identify and mitigate operational risks associated with the liability. Moreover, the system must be able to promote supplier's continuous improvement.