

TCT Ethical Code

The purpose of this code is to promote safe and fair working conditions, to responsibly manage environmental and social issues, and to govern TCT's activities with its stakeholders, including materials suppliers and subcontractors working on TCT premises (hereinafter "suppliers"), who shall abide by this code.

TCT shall encourage its suppliers to implement the ethical code across their entire business and in their own supply chains.

TCT shall visit its suppliers' facilities, subject to prior notice, to assess compliance with this code and to audit the supplier's wages, hours, payroll and other worker records and practices. Serious breaches of this code may result in immediate termination as a TCT supplier.

The TCT Ethical Code contains content from the Code of Conduct of the Responsible Business Alliance (RBA), formerly the Electronic Industry Citizenship Coalition. Recognized standards such as the Universal Declaration of Human Rights (UDHR), and standards issued by organizations such as the International Labour Organization (ILO), Social Accountability International (SAI), and the Ethical Trading Initiative (ETI), have been used as references when preparing this code and may be useful sources of additional information. A complete list of references is provided at the end of this Code.

IMPLEMENTATION OF THE CODE:

The TCT Quality Management Department – QMS is responsible for drawing up, updating and maintaining the ethical code.

TCT and its suppliers shall ensure that their employees and all relevant persons are provided with appropriate training.

TCT and its suppliers shall work collaboratively to implement the code, which may include audits and site visits to assess compliance with the code.

Suppliers are expected to identify, correct and ensure the continued compliance of activities that do not currently comply with the standards of the code.

The TCT Ethical Code contains six sections.

A. Labour and Human Rights B. Health and Safety C. Environment D. Ethics E. Monitoring Compliance with the Ethical Code F. CSR Emergency Response Process

A. Labour and Human Rights

The human rights of workers shall be upheld, and workers shall be treated with dignity and respect as understood by the international community.

1. Contract Requirements

All employees shall have an employment contract signed by both parties that defines the terms and conditions of employment. A copy of such a contract shall be issued to the employee.

The contract of employment shall include but is not limited to:

- a) Working hours, showing at least the guaranteed wage
- b) Overtime pay rates and compensation for working outside of normal working hours
- c) Payment and frequency of payment
- d) Notice period

2. Child Labour and Young Workers

No person shall be employed who is below the legal minimum working age. (The legal minimum working age in China is 16)

Workers under the age of 18 (Young Workers) shall not perform work that is likely to jeopardize their health or safety, including night shifts and overtime.

Where a child is employed, the best interests of the child shall be the primary consideration.

Written policies and procedures for child labour remediation shall be established, documented and maintained.

The proper management of student workers shall be ensured through the proper maintenance of student records, rigorous due diligence of educational partners, and the protection of students' rights in accordance with applicable laws and regulations.

3. Freely Chosen Employment

Forced, bonded (including debt bondage) or indentured labour, involuntary or exploitative prison labour, slavery and trafficking of persons shall not be used. There shall be no unreasonable restrictions on workers' freedom of movement in the facility in addition to unreasonable restrictions on entering or exiting company-provided facilities. All work must be voluntary and employees shall be free to leave their employment after reasonable notice. Employees shall not be required to lodge deposits of money or identity papers with their employer. Workers shall not be required to surrender any government-issued identification, passports or work permits as a condition of employment.

4. Freedom of Association

As far as any relevant laws allow, all employees shall be free to join or not to join trade unions or similar external representative organizations. Workers and/or their representative shall be able to communicate openly with management regarding working conditions without fear of reprisal, intimidation or harassment.

5. Non-Discrimination

Companies shall not engage in discrimination based on race, colour, age, gender, sexual orientation, gender identity and expression, ethnicity or national origin, disability, pregnancy, religion, political affiliation, union membership, covered veteran status, protected genetic information or marital status in hiring and employment practices such as wages, promotions, rewards, and access to training. Workers shall be provided with reasonable accommodation for religious practices. In addition, workers or potential workers should not be subjected to medical tests or physical exams that could be used in a discriminatory way.

6. Working Hours

Employees' working hours must comply with national laws and not be excessive; workers shall be allowed at least one day off per seven-day week. Any overtime requested must be voluntary and paid at overtime rates greater than the regular hourly rates.

7. Payment

Employees understand their employment conditions, and fair and reasonable pay and terms must be provided. Compensation paid to workers shall comply with all applicable wage laws, including minimum wage, overtime hours and legally mandated benefits. Pay deductions as a means of disciplinary action are prohibited. For each pay period, workers shall be provided with a timely and understandable wage statement that includes sufficient information to verify accurate compensation for the work performed.

8. Humane Treatment

There is to be no harsh or inhumane treatment, including any sexual harassment, sexual abuse, corporal punishment, mental or physical coercion or verbal abuse of workers; nor is there to be the threat of any such treatment.

9. Individual Conduct

No form of bribery, including improper offers of payments to or from employees, customers, suppliers, organizations or individuals shall be tolerated.

10. Modern-Day Slavery

TCT prohibits any form of modern-day slavery and its suppliers shall also prohibit and avoid modern-day slavery.

11. HeForShe

TCT is committed to ensuring gender equality within the company and the supply chain.

B. Health and Safety:

A healthy and safe working environment must be provided for employees, in accordance with international standards and national laws. This includes access to clean toilet facilities, drinkable water and, if applicable, sanitary food storage facilities.

Where an employer provides accommodation, it must be clean and safe and meet the basic needs of employees.

Recognized management systems such as ISO45001 on Occupational Health and Safety may be a useful source of additional information.

1. Occupational Safety

Occupational injury and illness must be reported. Suppliers shall encourage worker reporting, classify and record cases of injury and illness, investigate cases and implement corrective actions to eliminate their causes, provide necessary medical treatment, and facilitate workers' return to work.

2. Emergency Prevention, Preparedness and Response

Emergency situations and events shall be identified and assessed; their impact shall be minimised through the implementation of emergency plans and response procedures.

3. Occupational Injury Prevention

Procedures and systems shall be established to identify, prevent, minimise or eliminate physical hazards where possible. Where applicable, workers shall be provided with appropriate personal protective equipment.

4. Ergonomics

Workers' exposure to physically demanding tasks, including manual material handling, heavy lifting, prolonged standing, and highly repetitive or forceful assembly tasks shall be identified, evaluated and controlled.

5. Machine Safeguarding

Production and other machinery shall be evaluated for safety hazards. Physical guards, interlocks and barriers are to be provided and properly maintained where machinery presents an injury hazard to workers.

6. Dormitories and Canteens

Workers shall be provided with clean toilet facilities, access to potable water, and sanitary food preparation and storage facilities. Worker dormitories provided by the supplier or a third-party shall be clean and safe and provide adequate emergency egress, hot water for bathing and showering, adequate lighting and ventilation, individually secured accommodations for storing personal and valuable items, reasonable personal space, and reasonable entry and exit privileges.

7. Health and Safety Communication

Workers must be provided with appropriate workplace health and safety training in their primary language. Training is provided to all workers prior to the beginning of work and regularly thereafter. Workers shall be encouraged to raise safety concerns. Health-and-safety-related information shall be clearly posted in the facility.

C. Environment

There shall be processes in place to actively improve the efficiency with which finite resources (such as energy, water and raw materials) are used.

Appropriate management, operational and technical controls shall be established to minimise the release of harmful emissions to the environment.

Appropriate measures shall be put in place to improve the environmental performance of products and services when used by the end user.

Innovative developments in products and services that offer environmental and social benefits shall be supported.

Recognized management systems such as ISO14001 may be a useful source of additional information.

1. Environmental Permits and Reporting

TCT and its suppliers shall obtain, maintain and keep current all required environmental permits (e.g. discharge monitoring) and registrations, and follow the operational and reporting requirements of such permits.

2. Biological Conservation

TCT and its suppliers shall evaluate the impact on the natural environment, including topography, geomorphology, climate, vegetation and biodiversity, in environmental impact assessments. They shall also identify the rare species listed by the local IUCN, avoid behaviour that has an unacceptable impact and reduce possible impacts on biodiversity. Any operation that could result in the extinction of species is prohibited.

3. Pollution Prevention and Resource Reduction

Minimising the product may have an impact on energy consumption, the extraction of raw materials and the release of harmful substances throughout the product's life cycle. TCT and its suppliers shall control their environmental impact, including as regards the choice of raw materials, the environmental footprint during the manufacturing stage, and the choice of packaging materials, through energy efficiency measures and by recycling, re-using or substituting materials.

4. Hazardous Substance Management and Restrictions

Chemicals and other materials posing a hazard to humans or the environment are to be identified, labelled and managed to ensure their safe handling, movement, storage, use, recycling or reuse and disposal. Environmental laws and regulations such as RoHS, REACH and HF that prohibit or restrict the use or handling of specific substances shall be adhered to. A process management system based on QC080000 shall be established.

5. Wastewater and Solid Waste Management

Non-hazardous wastewater and solid waste generated by operations shall be managed and disposed of as required by the applicable laws and regulations.

6. Air Emissions Management

Air emissions of volatile organic chemicals, aerosols, corrosives, particulates, ozone-depleting chemicals and combustion by-products generated from operations shall be characterized, routinely monitored, controlled and treated as required prior to discharge.

7. Climate Change

Suppliers shall identify, monitor and minimise greenhouse gas emissions (GHG) and energy consumption from their own operations, including CO₂ emissions from transportation and travel. Suppliers shall do this by drawing up a self-declaration of their annual energy consumption and GHG emissions, which shall be publicly available.

To proactively manage GHG emissions, suppliers are expected to:

- a) Have emissions reduction targets
- b) Measure and provide emission metrics for GHG emissions
- c) Take actions to reduce GHG emissions
- d) Publicly report GHG emission metrics annually
- e) Have a process that requires sub-suppliers to drive GHG emissions reduction within the supplier's own operations and those of their suppliers

Suppliers shall develop products and services that are energy efficient throughout their entire life cycles and that comply with internationally recognised standards.

8. Responsible Sourcing of Minerals

TCT and its suppliers shall establish a policy or procedure to reasonably ensure that the products they produce do not contain minerals that directly or indirectly finance or benefit armed groups in the Democratic Republic of the Congo (DRC) or adjoining countries (Republic of the Congo, South Sudan, Uganda, Rwanda, Burundi, Tanzania, Zambia, Angola, and Central African Republic). These minerals include but are not limited to: Tantalum (Ta), Tin (Sn), Gold (Au), Tungsten (W). Suppliers shall exercise due diligence regarding the source and chain of custody of these minerals, and make their due diligence measures available.

9. Storm Water Management

Suppliers shall implement storm water management measures, including preventing the contamination of storm water runoff and preventing illegal discharges and spills from entering storm drains.

10. Animal Resources Protection

TCT undertakes to protect animal resources and considers this to be an important part of its sustainable development programme. TCT also encourages its suppliers to focus on protecting animal resources. Suppliers are required to take steps to avoid the illegal use of animals for product testing. In addition, suppliers are required to avoid the illegal use of animal cholesterol and other animal resources in their products.

D. Ethics

The purpose of this principle is to meet social responsibilities and to achieve success in the marketplace. Unfair business practices are unacceptable. Disciplinary sanctions shall be applied to deal with violations of ethical standards, in accordance with Chapter 8 of the <Employee Handbook>.

1. Anti-Corruption and Bribery

a) Business Integrity

The highest standards of integrity are to be upheld in all business interactions. TCT prohibits employees from accepting large gifts, cash or any other form of equivalent corruption, extortion and embezzlement from suppliers, traders or stakeholders. Should a breach of this condition be identified, TCT shall immediately terminate the supply contract and take appropriate legal measures.

b) Illicit Payments

TCT prohibits employees and suppliers from directly or indirectly making payments or transferring any valuables, as well as offering, promising or authorizing payments or transfers of valuables, to government bodies, political parties or candidates for government positions with the intention of influencing government actions or formal solutions in order to obtain a permit for carrying out or continuing business activities or to gain an illegal advantage.

2. Conflict of Interest

TCT prohibits all types of conflicts of interest. A conflict of interest may arise when personal interests are involved, and when relevant decisions could negatively affect the company's interests. Conflicts of interest can take various forms. The following and any similar situations shall be prohibited and avoided:

- a) The TCT employee has a family interest, where a spouse, child, or other close relative is employed (or applies for employment), or where goods or services are purchased from such a relative, or where a company is controlled by the employee's relative.
- b) The TCT employee receives an invitation from a third party, including clients, customers, service providers and other third parties, to participate in meetings, congresses and conferences that are directly related to the business activity; such invitations are subject to the approval of the management. Trips, significant gifts and entertainment activities that are too expensive or are beyond the scope of reasonable prices are strictly prohibited.

3. Fraud

TCT prohibits any form of fraud. The management shall establish appropriate internal controls and anti-fraud policies and measures.

4. Money Laundering

TCT prohibits any form of money laundering or support of money laundering. The use of various means to conceal the origin and nature of illegal income and its proceeds and to make them appear legitimate is strictly prohibited.

5. Intellectual Property Rights

TCT places great importance on the protection of intellectual property rights. Transfers of intellectual property rights, technology and knowledge shall ensure the protection of intellectual property rights.

6. Unfair Competition; Ensuring the authenticity of marketing and advertising information

a) Fair Business, Advertising and Competition

TCT shall support and uphold fair business, advertising and competition practices and take relevant measures to ensure the authenticity of marketing and advertising information.

b) Information Leakage

The public disclosure of business activities, organizational structure, financial status and performance information shall comply with the applicable regulations and industry practices.

7. Consumer / Customer Data Protection and Privacy

a) Data Protection and Privacy

TCT shall always take effective measures to protect customers' personal data and privacy based on the applicable law and regulations.

8. Providing necessary products or services to vulnerable groups

TCT is committed to providing products or services that are necessary for vulnerable groups.

9. Identity Protection and Non-Retaliation

TCT shall protect the confidentiality and anonymity of supplier and employee whistle-blowers. TCT shall implement a communication process for staff to raise any concerns without fear of retaliation.

E. Monitoring Compliance with the Ethical Code

Suppliers shall establish a management system to ensure compliance with the applicable laws and regulations and with this ethical code. This management system shall include:

1. Company Commitment

An official public statement shall be issued by the company affirming its commitment to comply with the applicable laws and regulations and with the TCT Ethical Code.

2. Identified Responsibilities

An organizational chart shall be drawn up that clearly identifies the responsibilities and accountabilities with respect to customers, including this ethical code.

3. Risk Management Process

A process shall be established to identify, measure and manage all business risks, particularly those mentioned in this ethical code and those regarding labour and human rights, health and safety, the environment, and ethics.

4. Audits, Written Records and Communication

Suppliers shall keep written records that demonstrate their commitment to continuous improvement: standards, performance targets, implementation plans, periodic assessments, audits and self-evaluations, and remediation and improvement plans. Suppliers shall regularly communicate their compliance with this ethical code to employees and TCT.

5. Training

A training programme shall be run for managers and workers regarding compliance with this ethical code and with the continuous improvement commitments.

6. Worker Participation

A process shall be established to collect and take into account employees' input and feedback on all issues related to this ethical code.

7. Correction of Deficiencies

A process shall be established for the prompt correction of any deficiencies identified by internal or external sources in relation to the requirements of this ethical code.

8. Documentation and Record



Written records shall be drawn up to document compliance with this ethical code, describing any issues found and corrections made to supplier processes.

F. CSR Emergency Response Process

TCT establish a CSR emergency response team. The team primarily deals with customers and suppliers and with other emergency CSR-related matters.

The emergency process operates as follows:

The Sourcing System Management Manager & Sourcing System Management Officer from the GS Department shall be the first point of contact. If CSR matters, including emergency information and event notices, are received from customers, suppliers or other related parties, the GS Department shall relay the information to the QMS.

The QMS is responsible for handling the CSR emergency response.

GS contact window:

Zhenming.Liang@tcl.com

Xuemei.Chen@tcl.com

QMS contact window:

tct.csr@tcl.com

References:

TCL consulted the following references in preparing this code.

The United Nations Universal Declaration of Human Rights

The Conventions of the International Labor Organization

RESPONSIBLE BUSINESS ALLIANCE CODE OF CONDUCT (RBA) Social Accountability International's SA8000 Standard

Environmental Standards ISO14001

Health & Safe Standards ISO45001

United Nations Global Compact

The Ethical Trading Initiative (ETI) Base Code

World Animal Protection

Animal Welfare Act

Convention on Biological Diversity

TCL通讯科技控股有限公司——行为准则

TCL通讯科技控股有限公司（以下简称为TCT）制定此行为准则，希望与供应商一起营造一个安全公平的工作环境，促进对环境问题和社会问题有效的管理。希望TCT的利益相关方，包含签署此行为准则的物料供应商、在TCT工作的分包商（下文统称为供应商共同管理我们的经营活动。

希望TCT的供应商在整个生产经营并在其供应链中真正落实本行为准则。

在与供应商确定审核时间后，TCT将会到达现场审核供应商的薪酬、工作时间、工资单和其他有关的员工记录及实践情况，以检查落实执行本行为准则的程度。一旦发现有严重违反本行为准则的情况，TCT将即刻停止该供应商对TCT的供货资格。

TCT行为准则主要内容摘自《责任商业联盟行为准则》（RBA），此标准被世界人权宣言（UDHR）所认可，并由世界劳工组织（ILO）、社会责任国际组织（SAI）公布。在制定本行为准则时，相关信息也参考了道德贸易联盟（ETI）的基本守则。本准则结尾处有详尽完整的参考目录。

履行行为准则

TCT质量管理部（QMS）负责本行为准则的建立、更新和维护。

TCT和供应商应致力于支持和鼓励员工和所有利益相关者参加适当的培训。

TCT和供应商应相互协作以落实本行为准则，包括现场审核和实地视察，以评估供应商履行落实本行为准则的绩效。

再此我们希望供应商能有效识别，积极改善和监控在持续经营活动中不符合本行为准则的内容。

TCT行为准则包含六个部分：

A劳动者权利 B健康和安​​全 C环境 D道德标准E.监控 F CSR应急响应流程

A劳动者权利

为维护员工人权，让员工在国际社会上受到尊重并富有尊严特制定本准则

1. 合同

所有员工都签订劳动合同，合同须经双方签订，并明确雇佣条件。

劳动合同须至少包含以下内容：

- a) 工作时间，工资
- b) 加班工资计算方法
- c) 支付方式及频率
- d) 支付周期

2. 童工和未成年工

不得雇佣低于当地法律规定最低雇佣年龄的员工。（在中国，童工指法定年龄低于16岁的员工）。不满18岁的员工（未成年员工）不得从事可能危及其健康或安全的工作，包括夜班和加班。如遇到雇佣员工是童工时，应该以童工的最佳利益作为首要考虑因素。应积极主动建立相关政策程序和文件以避免招收童工，并且应建立、记录、保留关于救助儿童的书面政策和书面程序。对于学生工的合理管理包括通过对于学生工记录的适当的维护，对于教育合作伙伴的严格的尽职调查以及按照相关法律法规要求来保护学生工的权利。

3. 自由选择职业

不得雇佣被强迫、受束缚（包括债务束缚）或受契约约束的劳工、非自愿或剥削性质的狱中劳工、奴隶或贩卖人口。对于员工在工厂内的行动自由及进出公司提供的场所，不应设立不合理的限制。所有工作均须出于自愿，根据法律或合同的规定，员工合理通知公司后，可自由离职。不得要求员工支付保证金或抵押身份证明文件。在招聘员工时禁止以抵押员工身份证，护照或上岗证等相关由政府发放的证件作为雇佣条件。

4. 自由结社

根据相关法律，所有员工有权且自由决定加入或不加入工会和其他类似的外部代表组织应建立有效沟通渠道以保证员工和/或其代表可以向管理层反馈有关工作环境等相关问题，并确保员工不会因此受到报复、恐吓和骚扰等行为。

5. 不歧视

公司不得因人种、肤色、年龄、性别、性取向、性别认同和性别表现、种族或民族、残疾、怀孕、宗教信仰、政治派别、社团成员身份、服军役状况、受保护的遗传信息或婚姻状况等在招聘和雇佣过程中（如工资、晋升、奖励和培训机会等）歧视员工。应向员工提供合理的宗教活动场所。此外，不应强迫员工或准员工接受可能带有歧视性目的的医学检查或体检。有相关适用法律法规明确规定，或由于工作场所的安全要求除外。

6. 工作时间

工作时间不应超过国家法律规定的最大限度。每周七天中应保证员工至少休息一天。加班应基于员工自愿的基础上并支付加班工资。

7. 工资福利

应确保员工理解其雇佣条款，并提供公平合理的工资和相应的岗位。向员工支付的薪酬应符合所有适用的工资法律，包括最低工资、加班工资和法定福利禁止以扣除工资作为纪律处分的手段。每个计薪周期，应及时向员工提供清晰易懂的工资单，该工资单应包含足够信息以能够核算付出的劳动所得的报酬是否准确。

8. 人道待遇

工作中不得严酷和不人道的对待员工，包括任何形式的性骚扰、性虐待、体罚、精神或身体的压迫、语言谩骂或存在其他对员工有威胁行为。

9. 个人行为

禁止任何形式的贿赂，包括录用通知中从员工、顾客、供应商、组织机构或个体中获取或给予不恰当的现金及钱款。

10. 现代奴隶

公司禁止任何形式的现代奴隶行为。公司的供应商也应禁止和避免任何形式的现代奴隶现象的发生。

11. 男女平等

公司始终致力于维护男女平等并将这一理念延续到自身的供应链。

B 健康和安

根据国际标准和国家法律要求，应提供给员工一个健康和安全的工作环境，其中应包括干净的卫生间设施、合规的饮用水。如有条件，也可以提供可以贮藏食品的卫生设施。如向员工提供宿舍时，应做到干净、安全并满足员工的基本需求。关于职业安全与健康的相关内容可以参考已获得公认的职业健康安全管理体系（ISO45001），可提供相关的其他信息。

1. 职业安全

应告知员工在工作中可能受到的职业伤害和疾病，并激励员工上报，分类和记录职业伤害和疾病的案例。应主动进行调查并积极落实纠正措施以规避现有风险，并提供必要的治疗帮助员工尽快返回到工作岗位。

2. 紧急情况的预防、准备和响应

供应商应识别出紧急情况 and 事件，并对其做相应的评估。在实施应急计划和响应程序时应将紧急情况 and 事件的影响减少至最低程度。

3. 职业伤害预防

应制定程序和体系识别、预防、最小化或者消除可能存在危害员工身体的因素，或应向员工提供适当的个人防护设备。

4. 人体工程学

识别，评估，和控制工人的体力工作，包括人工物料搬运，起重，长时间站立，和高度重复或重体力的装配任务。

5. 机器安全防护

应当对生产机械和其他机械进行安全危险评估。应当对可能对员工造成伤害的机械装配物理防护装置、联锁装置和屏障，并正确地进行维护。

6. 宿舍和食堂

应提供给员工干净的卫生间设备，合规的饮用水、卫生的食物准备和贮藏设施。不论是公司或者第三方代理机构提供的员工宿舍都应该是干净安全的，并提供充足的紧急出口、洗浴热水、充足的光热和通风、用于存放个人和贵重物品的独立安全柜、合理的个人空间和员工自由出入的权利。

7. 健康与安全的沟通

应使用当地语言为员工提供工作场所适当的健康与安全培训，在工作开始之前为员工提供岗前培训并在工作后定期对员工进行培训，鼓励员工提出安全问题。健康与安全相关信息应当清晰地张贴于工厂内。

C 环境

应在有限资源（如能源、水资源、原材料）的基础上积极改善生产效率。适当的管理、配合操作和技术控制可以有效减少向环境排放的有害物质。适当的措施也能提高终端用户使用产品和服务时的环保性能。关于产品和服务的创新发展也可以提高对环境和社会效益。关于环境管理的相关内容可以参考已获得公认的环境管理体系（ISO14001），可提供相关的其他信息。

1. 环境许可证和报告

TCT和供应商应获得、维持并保存现所有被要求提供的环境许可证和登记证明（如排放监测报告），并遵守监控许可证上提及的要求。

2. 生物多样性的保护

TCT和供应商应在建设项目选址的环境影响评估报告中对自然环境包括地形、地貌、气候、植被、生物多样性影响等进行评估，识别当地国际自然保护联盟列出的珍稀物种，规避对生物多样性不可接受的影响行为；降低对生物多样性可能产生的影响；禁止任何造成物种灭绝的运营活动。

3. 污染预防和资源节约

应致力于减少和消除固体废弃物，废水和废气，包括与能源间接有关的废气。在生产过程，设备的维护时可以实施有效的养护措施，对废弃物可以进行回收利用，再使用或使用其他材料替代以减少污染物的排放。

为了降低产品整个生命周期中对能量的消耗和原材料使用的影响，以及整个生命周期中有害物质的释放，TCT和供应商应控制环境绩效，包括原材料的选择、制造阶段的环境足迹、包装材料的选择、能源效率以及通过回收、再利用或替代材料。

4. 有害物质的管理和限制

TCT产品及其零部件材料，制造过程中使用的辅料、夹&治具、工具应严格遵守TCT《环境物质管理标准》以及相关环境的法律法规，在使用和加工时应禁止或限用特殊的物质，使产品

对人类健康和环境造成的危害降至最低。TCT及供应商应遵守RoHS, REACH, HF等相关环境法律法规, 按照QC080000等标准建立相关管理体系。

5. 废水和固体废弃物的管理

应按照法律法规的要求, 管理和处置生产过程中产生的无危害废水和固体废弃物。

6. 大气污染物的管理

应按照相关适用的法律法规的规定, 对挥发性有机化学品、气溶胶、腐蚀物品、空气中的微小颗粒、消减臭氧层化学物、经营活动中产生的燃烧物等, 在排放前识别, 监控, 和处理。

7. 气候变化

供应商应该识别、监控和最小化温室气体 (GHG) 排放和能源消耗。供应商应公布年度能源消耗和气体排放的自我声明。

为了管理GHG气体排放, 供应商可以:

- a) 定义减排目标
- b) 监控GHG气体排放metrics
- c) 采取措施减少气体排放
- d) 每年公布GHG排放
- e) 建立流程鼓励供应商减少GHG气体排放并推动他们的供应商也这么做
供应商应该开发高效产品或服务并符合相关的国际标准

8. 负责任的矿石开发

供应商应该有明确的政策或者程序合理确保其生产的产品不含有直接或间接财务支持或者受益刚果民主共和国或者毗邻的国家 (刚果共和国、南苏丹、乌干达、卢旺达、布隆迪、坦桑尼亚、赞比亚、安哥拉和中非共和国) 的矿物质; 包括但不限于钽、锡、钨、金。供应商应对这些矿物质的来源和运输链进行尽职调查, 并确保其尽职调查措施是有效的

9. 雨水径流管理

应建立雨水径流管理, 其中包括防止对雨水径流的污染并防止污染被非法排放和泄漏到排水沟。

10. 动物资源保护

TCT承担并履行企业社会责任将动物资源的保护视为可持续经营发展的重要组成部分。TCT同时也鼓励供应商注重保护动物资源。供应商需要采取措施避免不合法的使用动物来进行产品实验以及避免不合法的使用动物脂肪等相关资源运用到产品中。

D 道德标准

为了满足社会责任要求并在市场上取得成功特制定本章节准则。在任何情况下, 不道德的行为和现象都是不可接受的。对于违反相关道德标准的行为, 参照公司《员工手册》第8章 进行处理

1. 反腐败和贿赂行为

a) 商业信誉

最高标准的诚信是所有商务贸易活动中所期望的。TCT 严禁员工从供应商、贸易商或利益相关方接受大额礼物、现金或其他任何形式的等值物以及任何形式的腐败、敲诈、贪污, 一旦发现将立即终止供应商对TCT的供货资格, 同时采取相应法律措施。

b) 非法支付

TCT禁止为了影响政府行为或者为了取得一个对于进行和延续业务或非法利益的许可证,而进行的法律法规禁止直接或间接支付或转移任何有价物,也包括要约,承诺或授权支付和资产转移给政府机关,政党或政府职位候选人

2. 利益冲突

TCT禁止任何形式的利益冲突. 当个人利益被卷入和当相关的决定会负面影响到公司利益时, 利益冲突就发生.利益冲突的形式有很多种. 以下相似情形是禁止或需要被避免的:

- a) TCT 员工涉及到家庭利益,如货物或服务是从亲戚控制的公司或者是包括配偶, 孩子或其他亲戚 受雇 (或申请就业)的公司所采购
- b) TCT 员工从第三方包括客户, 服务提供商或其他第三方团体收到参加会议的邀请,包括直接关系到商务活动的代表大会和会议,需经上一级管理者的允许. 涉及到大额旅行,礼物和娱乐活动的,明显超过合理价格范围的活动是被严格禁止的.

3. 反欺诈

TCT禁止任何形式的欺诈行为. 设计适当的内部控制和反欺诈政策措施进行管理

4. 反洗钱
TCT禁止任何形式的洗钱以及协助洗钱的行为。违法所得及其产生的收益，通过各种手段掩饰、隐瞒其来源和性质，使其在形式上合法化的行为是被严格禁止的。

5. 尊重知识产权

a) 知识产权

TCT重视知识产权的保护。知识产权，技术和知识的转让应以保护知识产权为首要前提。

6. 反不正当竞争操作，保证市场营销和广告信息的真实性

a) 公平的商业、广告和竞争

TCT支持并执行公平的商业、广告及竞争并采取有相关措施以确保市场营销和广告信息的真实性.

b) 情报泄露

关于经营活动、组织架构、财务状况和绩效信息的公开应该与相关适用条例和行业惯例保持一致。

7. 消费者/客户的数据和隐私保护

a) 数据及隐私保护

TCT始终采取有效措施来保护顾客的个人数据及隐私安全。

8. 保证提供给弱势群体必要的产品或服务

TCT致力于保证为弱势群体提供必要的产品或服务

9. 身份保护和不报复政策

TCT建立和保持相关程序以保护检举者以及相关检举信息的保密性。TCT建立使我们的员工在不担心被报复的情况下提交任何问题的有效沟通渠道。

E. 监控

供应商应当建立管理体系以确保符合适用的法律法规以及本行为准则：

1. 公司承诺

公司公开承诺遵守适用的法律法规和TCT行为准则。

2. 职责

明确定义与顾客和法律法规要求有关的职责和义务的组织架构图，包括本行为准则。

3. 风险管理过程

建立过程以识别、监测和管理所有的业务风险，尤其是本行为准则中提到的风险以及与员工权利、人权、健康与安全、环境和道德相关的风险。

4. 审核、书面记录和沟通

证明供应商致力于持续改进的承诺的书面记录包括：标准、目标、达成计划、定期评估、审核和自评、补救措施和改善计划。与本行为准则相关的实际绩效应该定期与员工和TCT沟通。

5. 培训

为管理者和工人提供遵守本行为准则以及持续改进方法的培训。

6. 工人参与

建立过程以收集、采纳员工对于跟本行为准则相关问题的输入和反馈。

7. 纠正

建立过程以改进内部或外部发现的不足之处。

8. 文件和记录

建立书面记录以记录符合本行为准则的过程和发现的问题以及采取的纠正措施。

F. 企业社会责任紧急事件处理

TCT成立企业社会责任紧急事件处理小组，该小组主要应对客户，供应商等提出或发生的有关于企业社会责任方面的紧急事件。

企业社会责任紧急事件处理：

GS 部门的采购系统管理经理和采购系统专员作为前端的联络窗口，在收到客户，供应商等的关于企业社会责任方面的紧急事件信息或通知后，将事件信息传达给QMS部门。

QMS部门将领导协调各相关方处理相关的企业社会责任方面的紧急事件。

GS 联络窗口联系方式：

Zhenming.Liang@tcl.com

Xuemei.Chen@tcl.com

QMS联络窗口联系方式：

tct.csr@tcl.com

参考文献：

TCT在制定本行为准则时参考了以下文献：

世界人权宣言

国际劳工组织的公约



责任商业联盟行为准则（原电子行为准则）

SA8000标准

ISO14001环境标准

ISO45001职业健康安全标准

联合国全球契约

道德贸易联盟基本守则

世界动物保护协会分类政策

动物福利法

生物多样性公约