



## 中國信託

### 供應商企業社會責任宣導政策

## Supplier CSR Advocacy Policy

To exercise corporate social responsibility vigorously, CTBC is propagating Corporate Ethics, Employees Rights and Welfare, and Environmental Protection to its suppliers.

### **Corporate Ethics**

1. The supplier shall engage in business activities that adhere to the principles of honesty and ethical conduct. The supplier and its employees shall prevent any conflicts of interest and prohibit any and all forms of unethical conduct including bribery, falsifying information, etc.
2. The supplier shall protect any confidential information and trade secrets received from CTBC. All information shall be used appropriately to avoid damages to the company and individuals.
3. The supplier will promise to comply with Intellectual Property Rights and other related regulations.

### **Employee Rights and Welfare**

1. The supplier shall respect and protect Labor Rights and treat employees fairly. Forced labor, and involuntary labor is disallowed, and child labor is strictly prohibited.
2. The supplier compensation commitment shall comply with local wage laws. Compensation paid to workers cannot be lower than the minimum wage. Every worker is entitled to enjoy legally mandated benefits, break time, and overtime hourly pay.
3. The supplier shall provide a humane work environment to prevent any harassment, abuse, corporal punishment, mental or physical coercion, and threatening behavior.
4. The supplier shall provide a healthy and safe work environment and conform to local labor safety and health regulations to curb dangers to employees' safety and health and to prevent occupational hazards.
5. The supplier shall not engage in discrimination based on race, national origin, color, sex, religion, age, disability, Health condition, political affiliation, marital status, and pregnancy etc. in employees' hiring, promotion, on job training, and rewards.
6. The supplier shall respect the rights of all workers in compliance with local laws, including the freedom of association, joining or not joining a labor union, seeking representation, participating in labor committee.

## **Environment Protection**

1. The supplier, in the use of raw materials and in manufacturing operations, shall respect a specific standard to protect natural resources. In conforming to the basic quality controls, attempt must be made to minimize the negative impact to the environment, preference to using recycled or re-using resources and to eliminate the use of possible hazardous materials in production.
2. The supplier shall take responsibility for environmental protection and management in regards to any materials which may pose a hazard if released into the atmosphere. The supplier shall identify and manage all procedures including the production, storage, and disposal of waste so as to abide by its CSR responsibilities.
3. The supplier must have a carbon management plan based on greenhouse gas emission inventory in order to reduce the adverse impact on the environment.

In summary, every supplier must meet the CSR requirements and shall comply with related regulations. If there are any shortcomings, the supplier is requested to take immediate and necessary corrective action for continuous improvement.

Name of the Supplier: \_\_\_\_\_

Date: \_\_\_\_\_