

GEM Supplier Code of Conduct

GEM 供应商行为准则

GEM Supplier Code of Conduct establishes standards to ensure that working conditions in the electronics industry or industries in which electronics is a key component and its supply chains are safe, that workers are treated with respect and dignity, and that business operations are environmentally responsible and conducted ethically.

格林美供应商行为准则旨在建立各种标准，以确保格林美供应链的工作环境安全、员工受到尊重并享有尊严，且经营活动符合环保和道德要求。

Suppliers of GEM supply chain must apply this Code to the entire supply chain. Suppliers should also at least require their next-tier suppliers to agree and implement this Code. The basis for adopting this Code is to understand that all activities of an enterprise must fully comply with the laws, norms and regulations of the country/region in which it operates.

格林美供应链的供应商必须将本准则应用于整个供应链。供应商还应至少要求其下一级供应商认同并执行本准则。采用本准则的基础是理解企业的所有活动必须完全遵守其经营所在国家/地区的法律、规范和法规。

This Code also encourages suppliers to actively understand internationally recognized standards in addition to complying with the law, so as to assume more social and environmental responsibilities and comply with business ethics. Never violate local laws by following this code. If the standards in this Code are different from local laws, GEM will use the most stringent requirements when defining compliance. Consistent with the "United Nations Guiding Principles on Business and Human Rights", the provisions of this Code are derived from several major international human rights standards, including the International Labor Organization (ILO) Declaration on Fundamental Principles and Rights at Work and the United Nations Universal Declaration of Human Rights ".

本准则也鼓励供应商除了遵守法律，更要积极了解国际公认的标准，从而承担更多的社会和环境责任并遵守商业道德。绝不可因遵守本准则而违反当地法律。如果本准则中的标准若与当地法律有异，格林美在界定合规性时以最严格的要求为准。与《联合国商业与人权指导原则》相符，本准则中的条款来源于几个主要的国际人权标准，包括国际劳工组织(ILO)《关于工作中的基本原则和权利宣言》以及联合国《世界人权宣言》。

GEM is committed to continuously soliciting opinions from stakeholders during the continuous formulation and implementation of this Code of Conduct. This standard consists of six parts. Parts A, B, and C outline labor practices and human rights, health and safety, and environmental standards, respectively. Part D describes the standards related to business ethics; Part E outlines the standards for due diligence and risk management of a responsible cobalt supply chain; Part F outlines the elements required for a suitable management system to comply with this Code.

格林美承诺在本行为准则的持续制定和执行过程中持续征求利益相关者的意见。本准则由六个部分组成。A、B和C部分分别概述了劳工实践和人权、健康与安全以及环境的标准。D部分描述了与商业道德相关的标准；E部分概述了负责任钴供应链的尽职调查与风险管理的标准；F部分概述了遵守本准则的适宜管理体系所需具备的要素。

A. LABOR 劳工实践和人权

Supplier are committed to uphold the human rights of workers, and to treat them with dignity and respect as understood by the international community. This applies to all workers including temporary, migrant, student, contract, direct employees, and any other type of worker. The recognized standards, as set out in the annex, were used as references in preparing the Code and may be a useful source of additional information.

供应商承诺按照国际社会公认的准则维护员工人权，并给予其尊严和尊重。此规定适用于所有员工，包括临时工、外籍劳工、学徒、合同工、直接雇员和任何其他类型的员工。本准则在起草过程中参考了部分公认标准（载于附件中），这些资料亦可作为附加信息的有用来源。

The labor standards are:
劳工实践和人权标准为：

1) Freely Chosen Employment 自由择业

Fundamental requirement 基础要求：

Forced, bonded (including debt bondage) or indentured labor, involuntary or exploitative prison labor, slavery or trafficking of persons shall not be used. This includes transporting, harboring, recruiting, transferring or receiving persons by means of threat, force, coercion, abduction or fraud for labor or services. 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.

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。这包括不得以威胁、暴力、胁迫、诱拐或劳工及服务欺诈等手段运输、窝藏、招聘、转移或接收人员。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。

Encouraging suggestions 鼓励性建议：

Considering the complexity and arduousness of serious violations of human rights, the supplier shall strengthen the cooperation with interested parties, understand risk roots and situations, carry out the due diligence management of human rights, develop appropriate remedial measures or solutions and promote the systematic solution of risks.

考虑到严重侵犯人权行为的复杂性和艰巨性，供应商宜加强同利益相关方的合作，了解风险的根源和情景，开展人权尽责管理，制定适当的补救措施或解决方案，推动风险的系统性解决。

2) Child labor and Young Workers 童工和未成年员工

Fundamental requirement 基础要求：

Child labor is not to be used in any stage of manufacturing. The term "child" refers to any person under the age of 15, or under the age for completing compulsory education, or under the minimum age for employment in the country, whichever is greatest. The use of legitimate workplace learning programs, which comply with all laws and regulations, is supported. 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.

生产的任何阶段均不得使用童工。术语“儿童”是指任何未满15岁、或低于完成义务教育年龄，或低于该国家/地区的最小就业年龄（以这三者中最大者为准）的任何人。支持遵

守所有法律和法规的、合法利用工作场所的学习计划。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。

Encouraging suggestions 鼓励性建议:

When applicable, Participant shall ensure proper management of student workers through proper maintenance of student records, rigorous due diligence of educational partners, and protection of students' rights in accordance with applicable law and regulations. Participant shall provide appropriate support and training to all student workers. In the absence of local law, the wage rate for student workers, interns and apprentices shall be at least the same wage rate as other entry-level workers performing equal or similar tasks.

适用时，供应商应通过合理维护学生工记录、对提供学生工的教育合作伙伴进行严格的尽职调查，并根据法律法规保护学生工权利，以确保对其进行适当的管理。供应商应向所有学生工提供适当的支持和培训。如当地法律未作规定，学生工、实习工和学徒工的工资应至少达到履行同等或类似岗位的初级员工的工资水平。

3) Working Hours 工作时间

Fundamental requirement 基础要求:

Working hours are not to exceed the maximum set by local law. Further, a workweek should not be more than 60 hours per week, including overtime, except in emergency or unusual situations. Workers shall be allowed at least one day off every seven days.

工作时间不得超过当地法律规定的最长时间。而且，除非紧急或异常情况，每周的工作时间包括加班不应超过60小时。员工每七天应至少休息一天。

Encouraging suggestions 鼓励性建议:

Encourage suppliers to improve production efficiency by strengthening production management, improving equipment technology and employee skills, and minimize overtime and working time. The company should consider the negative impact on working hours when receiving urgent orders and temporarily changing order requirements from customers.

鼓励供应商通过加强生产管理、改善设备工艺以及员工技能等方法提高生产效率，尽量减少加班和工作时间。公司在接收加急订单、客户临时改变订单要求时，宜考虑对工作时间的负面影响。

4) Wages and Benefits 工资和福利

Fundamental requirement 基础要求:

Compensation paid to workers shall comply with all applicable wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits. In compliance with local laws, workers shall be compensated for overtime at pay rates greater than regular hourly rates. Deductions from wages as a disciplinary measure shall not be permitted. For each pay period, workers shall be provided with a timely and understandable wage statement that includes sufficient information to verify accurate compensation for work performed. All use of temporary, dispatch and outsourced labor will be within the limits of the local law.

向员工支付的薪酬应符合所有适用的工资法律，包括有关最低工资、加班时间和法定福利在内的各项法律。根据当地法律，应按高于正常小时工资的标准向员工支付加班报酬。禁

止将扣减工资作为一种纪律处罚措施。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。使用临时工、派遣工和外包工必须符合当地法律限制。

Encouraging suggestions 鼓励性建议:

When developing the wage and benefits system, the company shall consider and reflect the demands of employees and their family members, pay employees the labor remuneration enough to make a decent living and develop a plan to ensure the synchronous growth of employee compensation and benefits and corporate profits.

在制定薪资和福利制度时,公司宜考虑和反映员工及其家庭成员的需要,为员工支付维持体面生活的劳动报酬,并宜制定计划,确保员工薪酬福利与企业利润同步增长。

5) Humane Treatment 人道待遇

Fundamental requirement 基础要求:

There is to be no harsh and 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.

不得对员工实施性骚扰、性虐待、体罚、精神或肉体胁迫或言语侮辱等严苛的非人道行为;亦不得威胁要实施任何此类行为。

Encouraging suggestions 鼓励性建议:

Disciplinary policies and procedures in support of these requirements shall be clearly defined and communicated to workers.

应清楚制定支持这些要求的纪律政策和规程,并传达给员工。

6) Non-Discrimination 不歧视

Fundamental requirement 基础要求:

Suppliers should be committed to a workforce free of harassment and unlawful discrimination. Suppliers shall not engage in discrimination based on race, color, 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.

供应商应承诺全体员工不受骚扰及非法歧视。供应商不得因人种、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。

Encouraging suggestions 鼓励性建议:

The suppliers shall contact the local community, trade union, government and social organization, understand the native culture and social norm as well as the culture, religion and traditional custom of minorities, women and families, and promote the inclusiveness and diversity of corporate culture.

供应商宜与当地社区、工会、政府以及社会组织接触,了解本土文化和社会规范,了解少数民族、妇女与家庭文化、宗教等传统习俗,促进公司文化的包容性和多元化。

7) Freedom of Association 自由结社

Fundamental requirement 基础要求:

In conformance with local law, participants shall respect the right of all workers to form and join trade unions of their own choosing, to bargain collectively and to engage in peaceful assembly as well as respect the right of workers to refrain from such activities. Workers and/or their representatives shall be able to openly communicate and share ideas and concerns with management regarding working conditions and management practices without fear of discrimination, reprisal, intimidation or harassment.

根据当地法律，供应商应尊重所有员工自愿组建和加入工会、进行集体谈判与和平集会以及拒绝参加此等活动的权利。员工和/或其代表应能与管理层就工作条件和管理实践公开交流沟通并表达看法和疑虑，而无需担心会受到歧视、报复、威胁或骚扰。

Encouraging suggestions 鼓励性建议:

The Supplier shall take into account the institutional background of different countries and regions, understand the local trade union institution and communicate with the local or regional trade union.

公司宜考虑不同国家与地区的制度背景，了解当地工会制度，与当地或区域工会进行交流。

B. HEALTH and SAFETY 健康与安全

Participants recognize that in addition to minimizing the incidence of work-related injury and illness, a safe and healthy work environment enhances the quality of products and services, consistency of production and worker retention and morale. Participants also recognize that ongoing worker input and education is essential to identifying and solving health and safety issues in the workplace.

Recognized management systems such as OHSAS 18001 and ILO Guidelines on Occupational Safety and Health were used as references in preparing the Code and may be a useful source of additional information.

供应商应了解，除了有助于减少与工作相关的伤害与疾病外，安全健康的工作环境还可以提高产品和服务质量，有利于促进生产、提高员工留任率并提升员工士气。供应商还应了解持续的员工投入和教育对于发现和解决工作场所中的健康与安全问题至关重要。

本准则在起草时参考了OHSAS18001和《ILO职业安全与健康指南》等公认的管理体系，这些资料亦可作为附加信息的有用来源。

The health and safety standards are:

健康与安全标准为：

1) Occupational Safety and Industrial Hygiene 职业安全和工业卫生

Fundamental requirement 基础要求：

Worker exposure to chemical, biological and physical agents is to be identified, evaluated, and controlled according to the hierarchy of controls. Workers are to be provided with appropriate, well-maintained, personal protective equipment and educational materials about risks to them associated with these safety hazards (e.g., chemical, electrical and other energy sources, fire, vehicles, and fall hazards). Reasonable steps must also be taken to remove pregnant women/nursing mothers from working condition with high hazards, remove or reduce any workplace health and safety risks to pregnant women and nursing mothers including those associated with their work assignments, as well as include reasonable accommodations for nursing mothers.

根据分级控制原则，应当识别、评估并控制化学、生物及物理等因素给员工带来的危险。为员工提供适当的、保养良好的个人防护用品以及关于安全危险（如化学、电器和其他能源、火灾、车辆及坠落危险）可能导致的危险的教育资料。此外，还必须采取适当的措施，避免让孕妇/哺乳期妇女接触高危工作环境，消除或降低工作场所带给孕妇/哺乳期妇女健康与安全方面的风险（包括与其工作任务相关的风险），同时为哺乳期妇女提供适当的设施。

Encouraging suggestions 鼓励性建议：

Worker potential for exposure to safety hazards (e.g., chemical, electrical and other energy sources, fire, vehicles, and fall hazards) are to be identified and assessed, and controlled through proper design, engineering and administrative controls, preventative maintenance and safe work procedures (including lockout/tagout), and ongoing safety training.

鼓励通过正确的设计、工程和管理控制、预防性维护和安全工作流程（包括封锁/标出）以及持续的安全培训，识别、评估和控制员工可能遇到的潜在安全危险（如化学、电器和其他能源、火灾、车辆及坠落危险）。

2) Emergency Preparedness 应急准备

Fundamental requirement 基础要求:

Potential emergency situations and events are to be identified and assessed, and their impact minimized by implementing emergency plans and response procedures including: emergency reporting, employee notification and evacuation procedures, worker training and drills, appropriate fire detection and suppression equipment, clear and unobstructed egress adequate exit facilities and recovery plans. Such plans and procedures shall focus on minimizing harm to life, the environment and property.

应识别并评估潜在的紧急情形和紧急事件，并通过实施应急预案及应对程序将其影响降到最低，包括紧急报告、员工通知和撤离程序、员工训练与演习、适当的火灾探测及扑灭设备、明显和畅通的逃生通道、充足的出口设施和复原计划。此类预案和规程应尽可能地减少对生命、环境和财产的损失。

Encouraging suggestions 鼓励性建议:

The Supplier shall carry out root analysis on the accident, and establish an accident file retention system. The Supplier is encouraged to publicize the accident report and accident root analysis result to GEM.

供应商宜对事故开展根源分析，建立事故档案保留制度。鼓励供应商对GEM公开事故报告和事故根源分析结果。

3) Occupational Injury and Illness 工伤和疾病

Fundamental requirement 基础要求:

Procedures and systems are to be in place to prevent, manage, track and report occupational injury and illness including provisions to: encourage worker reporting; classify and record injury and illness cases; provide necessary medical treatment; investigate cases and implement corrective actions to eliminate their causes; and facilitate return of workers to work.

应制定程序和体系以预防、管理、跟踪和报告工伤和疾病，包括以下规定：鼓励员工报告；对工伤和疾病案例进行分类和记录；提供必要的医疗服务；调查案例并采取纠正措施以消除其事故源头；帮助员工重返工作。

Encouraging suggestions 鼓励性建议:

If multiple casualties or work-related accidents arousing social concern are involved, the company shall notify the related government department within 24 hours.

如果涉及到多人伤亡，或者引起社会关注的工伤事件，公司宜在24小时内通报给相关政府部门。

4) Physically Demanding Work 强体力型工作

Fundamental requirement 基础要求:

Worker exposure to the hazards of physically demanding tasks, including manual material handling and heavy or repetitive lifting, prolonged standing and highly repetitive or forceful assembly tasks is to be identified, evaluated and controlled.

应当识别、评估和控制员工从事强体力型工作给员工带来的影响，包括人工搬运/装卸材料和重复搬举重物、长时间站立以及高度重复或强力的装配工作。

Encouraging suggestions 鼓励性建议:

When applicable, mechanical and/or electrical equipment should be used instead of physical work.

适用时，应当使用机械和/或电气设备，替代强体力行工作。

5) Machine Safeguarding 机器安全防护

Fundamental requirement 基础要求:

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.

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。

Encouraging suggestions 鼓励性建议:

The supplier shall carry out routine machinery and equipment operation training. If necessary, it shall install monitoring devices for machinery and equipment to understand the operating condition and risk of failure in real time.

供应商宜开展常规性的机器和设备使用培训。在必要的情况下，宜安装机器、设备的监控装置，实时了解运行状况和故障风险。

6) Sanitation, Food, and Housing 公共卫生、饮食和住宿

Fundamental requirement 基础要求:

Workers are to be provided with ready access to clean toilet facilities, potable water and sanitary food preparation, storage, and eating facilities. Worker dormitories provided by the Participant or a labor agent are to be maintained to be clean and safe, and provided with appropriate emergency egress, hot water for bathing and showering, adequate lighting heat and ventilation, individually secured accommodations for storing personal and valuable items, and reasonable personal space along with reasonable entry and exit privileges.

应向员工提供干净的洗手间设施、饮用水和卫生的食品配制、存储和用餐设施。供应商或劳工代理机构提供的员工宿舍应保持洁净安全，并提供适当的紧急出口、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，以及出入方便的合理私人空间。

Encouraging suggestions 鼓励性建议:

The company shall understand the personal living, health and nutrition conditions of employees and meet the employees demands for living space and nutrition gradually.

公司宜了解员工个人生活、健康营养的情况，逐步满足员工对生活空间和营养的需求。

7) Health and Safety Communication 健康与安全沟通

Fundamental requirement 基础要求:

Participant shall provide workers with appropriate workplace health and safety information and training in the language of the worker or in a language the worker can understand for all identified workplace hazards that workers are exposed to, including but not limited to mechanical, electrical, chemical, fire, and physical hazards.. Health and safety related information shall be clearly posted in the facility or placed in a location identifiable and accessible by workers.

Training is provided to all workers prior to the beginning of work and regularly thereafter.

供应商应为员工提供工作场所的健康与安全信息，并为员工提供以员工母语或员工可以理

解的语言进行的培训,使其正确认知其所接触的工作场所危险标识语,包括但不限于机械、电器、化学、火灾和物理性危害。应在工厂清楚地张贴健康与安全的相关信息,或在员工能看到的显眼位置发布此信息。应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。

Encouraging suggestions 鼓励性建议:

Workers shall be encouraged to raise safety concerns. When the conditions for safe production are not met, employees have the right to refuse to accept production instructions without punishment and accountability.

应鼓励员工提出安全问题。当不符合安全生产条件时,员工有权拒绝接受生产指令,且不受惩罚和问责。

C. ENVIRONMENTAL 环境

Participants recognize that environmental responsibility is integral to producing world class products. In manufacturing operations, adverse effects on the community, environment and natural resources are to be minimized while safeguarding the health and safety of the public. Recognized management systems such as ISO 14001 and the Eco Management and Audit System (EMAS) were used as references in preparing the Code and may be a useful source of additional information.

供应商应认识到环境责任是生产世界一流产品的重要部分。在生产经营中，应尽量减少对社区、环境和自然资源的不利影响，同时保护公众的健康和安全。本准则在起草时参考了ISO14001和《生态管理与审核体系》(EMAS)等公认的管理体系，这些资料亦可作为附加信息的有用来源。

The environmental standards are:
环境标准为:

1) Environmental Permits and Reporting 环境许可与报告

Fundamental requirement 基础要求:

All required environmental permits (e.g. discharge monitoring), approvals and registrations are to be obtained, maintained and kept current and their operational and reporting requirements are to be followed.

应取得、维护并更新所有必需的环境许可证（如排放监控）、批准文书和登记证，并且遵循其操作和报告要求。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to provide GEM with necessary environmental permits (such as emission monitoring), approval documents and registration certificates, and periodically publish relevant environmental performance on the official website.

鼓励供应商向GEM提供必需的环境许可证（如排放监控）、批准文书和登记证，并将相关环境绩效公布在官网上。

2) Pollution Prevention and Resource Reduction 预防污染和节约资源

Fundamental requirement 基础要求:

Emissions and discharges of pollutants and generation of waste are to be minimized or eliminated at the source or by practices such as adding pollution control equipment; modifying production, maintenance and facility processes; or by other means. The use of natural resources, including water, fossil fuels, minerals and virgin forest products, is to be conserved or by practices such as modifying production, maintenance and facility processes, materials substitution, re-use, conservation, recycling or other means.

应当采取措施从源头上降低或消除污染物的排放、释放以及废弃物的产生，例如：增加污染控制设备，改进生产、维护和设施流程，或采取其他措施。应当采取措施有节制地使用自然资源，包括水、化石燃料、矿产和原始森林木材，例如：改进生产、维护和设备工艺，使用替代性材料，重复利用、保护资源、回收利用的策略或其他方法。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to periodically publish relevant performance on the official website. 鼓励供应商将相关绩效周期性的公布在官网上。

3) Hazardous Substances 有害物质

Fundamental requirement 基础要求:

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.

应当识别、标记和管理会对人类或环境造成危险的化学品及其他材料，确保其得到安全处理、移动、储存、使用、回收或再利用和处置。

Encouraging suggestions 鼓励性建议:

The supplier shall use safer and more environmentally friendly chemicals to replace traditional toxic and hazardous chemicals. It shall replace the traditional technology with a safer and more environmentally friendly production technology. It shall use chemicals that have been subject to green certification.

供应商宜采用更加安全、环保的化学品替代传统的有毒害化学品。宜采用更加安全、环保的生产工艺替代传统工艺。宜采用经绿色认证的化学品。

4) Solid Waste 固体废弃物

Fundamental requirement 基础要求:

Participant shall implement a systematic approach to identify, manage, reduce, and responsibly dispose of or recycle solid waste (non-hazardous).

供应商应采用系统方法识别、管理、减少、负责任地处置或回收固体废弃物（无害废弃物）。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to first treat wastes in a harmless manner, and then use them as resources.

鼓励供应商先将废弃物进行无害化处置，再对废弃物进行资源化利用。

5) Air Emissions 废气排放

Fundamental requirement 基础要求:

Air emissions of volatile organic chemicals, aerosols, corrosives, particulates, ozone depleting chemicals and combustion by-products generated from operations are to be characterized, routinely monitored, controlled and treated as required prior to discharge. Participant shall conduct routine monitoring of the performance of its air emission control systems.

对于生产经营过程中产生的挥发性有机化学物质、喷雾、腐蚀性物质、悬浮粒子、破坏臭氧层的化学物质及燃烧副产品，在排放之前应按要求进行分类、常规监测、控制和处理。供应商应对其空气排放物控制系统的运行状况进行常规监控。

Encouraging suggestions 鼓励性建议:

The pollution prevention and control facilities in the construction project shall be designed, constructed and put into operation at the same time as the main project. The pollution prevention and control facilities shall meet the requirements of the approved environmental impact assessment documents, and shall not be dismantled or left idle without authorization.

建设项目中防治污染的设施，应当与主体工程同时设计、同时施工、同时投产使用。防治污染的设施应当符合经批准的环境影响评价文件的要求，不得擅自拆除或者闲置。

6) Materials Restrictions 材料限制

Fundamental requirement 基础要求:

Participants are to adhere to all applicable laws, regulations and customer requirements regarding prohibition or restriction of specific substances in products and manufacturing, including labeling for recycling and disposal.

供应商应当遵守有关在产品中以及制造过程中禁用或限用某些特定物质（包括回收和处置标志）的相关法律、法规和客户要求。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to take into account the requirements for prohibiting or restricting certain specific substances in the process design stage.

鼓励供应商在工艺设计阶段，就将相关禁用或限用某些特定物质的要求考虑在内。

7) Water Management 水资源管理

Fundamental requirement 基础要求:

Participant shall implement a water management program that documents, characterizes, and monitors water sources, use and discharge; seeks opportunities to conserve water; and controls channels of contamination. All wastewater is to be characterized, monitored, controlled, and treated as required prior to discharge or disposal. Participant shall conduct routine monitoring of the performance of its wastewater treatment and containment systems to ensure optimal performance and regulatory compliance.

供应商应实施水管理计划，以记录、分类和监测水资源及其使用和排放情况；寻求保护水资源以及控制污染渠道。所有废水在排放或处置前，需按要求对其进行分类、监测、控制和处理。供应商应对其废水处理和控制系统的运行状况进行常规监控，以确保最佳性能和合规性。

Encouraging suggestions 鼓励性建议:

Encourage suppliers to reduce waste water discharge through engineering and technical means, such as using circulating water technology.

鼓励供应商通过工程技术手段减少废水的排放，例如使用循环水技术。

8) Energy Consumption and Greenhouse Gas Emissions 能源消耗和温室气体排放

Fundamental requirement 基础要求:

Energy consumption and all relevant Scopes 1 and 2 greenhouse gas emissions are to be tracked and documented, at the facility and/or corporate level. Participants are to look for cost-effective methods to improve energy efficiency and to minimize their energy consumption and greenhouse gas emissions.

应在工厂和/或公司级跟踪和记录能源消耗以及所有相关的1类和2类温室气体的排放情况。供应商应探索开发有成本效益的方法以提高能源效率，并最大程度地减少能源消耗与温室气体排放。

Encouraging suggestions 鼓励性建议:

The supplier shall develop an energy saving and emission reduction plan to improve the energy management efficiency. It shall use renewable energy, calculate the total amount of carbon emission and develop an environmental information report; understand and adopt the

internationally accepted energy and resource management initiatives, standards and tools.

供应商宜制定节能减排计划，改善能源管理效率。宜使用可再生能源。宜核算碳排放总量，编制环境信息报告。宜了解和采用国际普遍认可的能源和资源管理倡议、标准及工具。

D. ETHICS 道德

To meet social responsibilities and to achieve success in the marketplace, Participants and their agents are to uphold the highest standards of ethics including:

为履行社会责任并确立市场成功地位，供应商及其代理机构应遵循最高标准的道德要求，包括：

1) Business Integrity 诚信经营

Fundamental requirement 基础要求：

The highest standards of integrity are to be upheld in all business interactions. Participants shall have a zero tolerance policy to prohibit any and all forms of bribery, corruption, extortion and embezzlement.

在所有商业交往中都应秉承最高的诚信标准。供应商应采取零容忍政策，禁止任何及所有形式的贿赂、腐败、敲诈勒索和贪污。

Encouraging suggestions 鼓励性建议：

Suppliers are encouraged to publicize relevant policies during employee induction training and sign relevant agreements with employees.

鼓励供应商在员工入职培训时宣传相关政策，并与员工签署相关协议。

2) No Improper Advantage 无不正当利益

Fundamental requirement 基础要求：

Bribes or other means of obtaining undue or improper advantage are not to be promised, offered, authorized, given or accepted. This prohibition covers promising, offering, authorizing, giving or accepting anything of value, either directly or indirectly through a third party, in order to obtain or retain business, direct business to any person, or otherwise gain an improper advantage.

Monitoring and enforcement procedures shall be implemented to ensure compliance with anti-corruption laws.

不得承诺、提供、授予、给予或接受贿赂以及为取得非法或不正当优势而提供的其他形式的利益。为获得或保留业务、指示将业务交给任何个人或者以其他方式获得不正当优势而承诺、提供、授予、给予或接受任何有价之物均在受禁之列。应实施监控与执行规程，确保符合反腐败法律。

Encouraging suggestions 鼓励性建议：

Encourage suppliers to sign sunshine agreements with GEM and next-tier suppliers.

鼓励供应商与GEM和下一级供应商签署阳光协议。

3) Disclosure of Information 信息披露

Fundamental requirement 基础要求：

All business dealings should be transparently performed and accurately reflected on Participant's business books and records. Information regarding participant labor, health and safety, environmental practices, business activities, structure, financial situation and performance is to be disclosed in accordance with applicable regulations and prevailing industry practices.

Falsification of records or misrepresentation of conditions or practices in the supply chain are unacceptable.

所有业务往来均应透明，并且准确地记录在供应商的商业账簿和记录中。应根据相关法规和现行行业实践披露有关参与方的劳工、健康与安全、环境实践、业务活动、结构、财务状况和绩效等信息。不允许伪造记录或虚报供应链中的各种实际运营情况。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to disclose information related to labor, health and safety, environmental practices, business activities, structure, financial status and performance on the official website.

鼓励供应商将劳工、健康与安全、环境实践、业务活动、结构、财务状况和绩效等相关信息，披露在官网上。

4) Intellectual Property 知识产权

Fundamental requirement 基础要求:

Intellectual property rights are to be respected; transfer of technology and know-how is to be done in a manner that protects intellectual property rights; and, customer and supplier information is to be safeguarded.

应尊重知识产权；技术或经验知识的转让应以保护知识产权的方式进行；并且应保护客户和供应商的信息安全。

Encouraging suggestions 鼓励性建议:

Encourage suppliers to pass ISO27001 and other recognized Information Security Management System certifications.

鼓励供应商通过ISO27001等公认的信息安全管理体系认证。

5) Fair Business, Advertising and Competition 公平业务、广告发布和竞争

Fundamental requirement 基础要求:

Standards of fair business, advertising and competition are to be upheld.

应秉持公平业务、广告发布和竞争的标准。

Encouraging suggestions 鼓励性建议:

Encourage suppliers to formulate relevant policies and standards, and train relevant employees.

鼓励供应商制定相关政策和标准，并对相关员工进行培训。

6) Protection of Identity and Non-Retaliation 身份保护及不报复政策

Fundamental requirement 基础要求:

Programs that ensure the confidentiality, anonymity and protection of supplier and employee whistleblowers are to be maintained, unless prohibited by law. Participants should have a communicated process for their personnel to be able to raise any concerns without fear of retaliation.

除非法律禁止，否则应制定并实施各项规程，确保向供应商和员工检举者提供保护，确保其举报的保密性及匿名性。供应商应为其员工制定沟通程序，使员工能够提出任何问题，而不担心遭到打击报复。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to establish relevant complaint mechanisms, open complaint channels, and keep the information of complainants confidential.

鼓励供应商建立相关申诉机制，公开申诉渠道，对申诉者信息进行保密。

7) Privacy 隐私

Fundamental requirement 基础要求:

Participants are to commit to protecting the reasonable privacy expectations of personal information of everyone they do business with, including suppliers, customers, consumers and employees. Participants are to comply with privacy and information security laws and regulatory requirements when personal information is collected, stored, processed, transmitted, and shared. 供应商应承诺保护与其有业务往来的所有人士（包括供应商、客户、消费者和员工）的个人信息，以满足上述相关人士的保护其合理隐私的期望。收集、存储、处理、传输和分享个人信息时，参与者应遵守与隐私和信息安全有关的法律和法规的要求。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to strengthen the technical means and management methods of electronic information security, such as importing encryption software and/or passing ISO27001 and other recognized information security management system certification. 鼓励供应商加强电子信息安全的技术手段和管理方式，例如导入加密软件和/或通过ISO27001等公认的信息安全管理体系认证。

E. RESPONSIBLE MINERAL SUPPLY CHAIN DUE DILIGENCE MANAGEMENT 负责任矿产供应链尽责管理

This section applies when the supplier is a member of GEM's responsible minerals supply chain. The responsible minerals covered in this section include: cobalt (Co), lithium (Li), nickel (Ni), manganese (Mn), tantalum (Ta), tin (Sn), tungsten (W), gold (Au) and others Metal supply chain products (minerals, trading products, smelting supplier resources, etc.).

GEM encourages the supplier to cooperate with all parties in the supply chain to identify, evaluate and reduce the mineral procurement risks associated with high-risk areas. Suppliers shall follow the five-step framework of due diligence based on risk thinking in the "OECD Guidelines for Responsible Supply Chain Due Diligence for Minerals from Conflict-affected and High-risk Areas" (3rd edition) and "GEM's Responsible Global Supply Chain Due Diligence Policy", and are consistent with the applicable requirements. Include:

当供应商为格林美负责任矿产供应链中的一员时，该部分适用。该部分涵盖的负责任矿产包括：钴（Co）、锂（Li）、镍（Ni）、锰（Mn）、钽（Ta）、锡（Sn）、钨（W）、金（Au）和其它金属的供应链产品（矿产、贸易产品、冶炼供应商资源等）。

格林美鼓励供应商与其供应链的各方合作，以识别、评估和降低与高风险地区相关的矿产采购风险。供应商应遵循《经合组织关于来自受冲突影响和高风险区域的矿产的负责任供应链尽职调查指南》（第3版）和《格林美负责任全球供应链的尽责管理政策》的适用要求，并保持一致。包括：

1) Supply Chain Policy 供应链政策

Fundamental requirement 基础要求：

Adopt policies for ore supply chains in conflict-affected and high-risk areas and clearly communicate them to suppliers and the public. Establish a control and transparent system for the mineral supply chain. Including the production and marketing chain of custody, the traceability system, or the identification of upstream actors in the supply chain.

采取针对受冲突影响和高风险区域矿石供应链的政策并明确地向供应商和公众进行传达。建立针对矿产供应链的管控和透明体系。包括产销监管链、追溯制度、或供应链上游行为主体的识别等。

Encouraging suggestions 鼓励性建议：

Suppliers are encouraged to carry out this work by participating in industry plans.
鼓励供应商通过参与行业计划开展这项工作。

2) Identify and Evaluate Supply Chain Risks 识别和评估供应链风险

Fundamental requirement 基础要求：

Suppliers shall conduct risk assessments for all sources of cobalt metal materials. The content of the risk assessment should cover all applicable risks in the model template of supply chain policy that is claimed to be adopted, as well as the "Guidelines for Responsible Mineral Supply Chain Due Diligence in China" and the "OECD's Regarding the Liability of Minerals from Conflict-affected and High-risk Areas" All additional risks listed in the Responsible Supply Chain Due Diligence Guide (3rd edition). The identification and assessment of risks in the supply chain is an ongoing process. The supplier shall reassess the supply chain risk at least under the following circumstances:

- a) After implementing a risk mitigation strategy; or
- b) When there is a major change in GEM's supply chain, to prevent or reduce adverse effects.

供应商应对所有来源的钴金属材料进行风险评估。风险评估内容应涵盖所声称采用的供应链政策示范模板中的所有适用风险，以及《中国负责任矿产供应链尽责管理指南》和《经合组织关于来自受冲突影响和高风险区域的矿产的负责任供应链尽职调查指南》（第3版）中所列的所有额外风险。供应链风险的识别和评估是一个持续的过程。供应商应至少在以下情况下重新对供应链风险进行评估：

- a) 实施风险减缓战略之后；或
- b) 格林美供应链发生重大变化时，为防止或减轻不利影响时。

Encouraging suggestions 鼓励性建议：

Suppliers are encouraged to conduct risk assessments of all sources of metal materials. Metals covered include: Cobalt (Co), Lithium (Li), Nickel (Ni), Manganese (Mn), Tantalum (Ta), Tin (Sn), Tungsten (W), Gold (Au) and other metal supply chains Products (mineral products, trade products, smelting supplier resources, etc.).

鼓励供应商对所有来源的金属材料进行风险评估。涵盖的金属包括：钴（Co）、锂（Li）、镍（Ni）、锰（Mn）、钽（Ta）、锡（Sn）、钨（W）、金（Au）和其它金属的供应链产品（矿产、贸易产品、冶炼供应商资源等）。

3) Develop and Implement Response Strategies for the Identified Risks

针对已识别的风险制定并实施应对策略

Fundamental requirement 基础要求：

Once the risks in the supply chain are identified, the supplier is responsible for formulating appropriate risk mitigation measures. For example, manage risk in the following ways:

- a) Continue to trade throughout the process of reducing measurable risks;
- b) Temporarily suspend trade while continuously reducing measurable risks;
- c) If the risk mitigation fails, or the company has reason to believe that the risk mitigation measures are not feasible or acceptable, terminate the cooperation with the supplier.

一旦识别到供应链上的风险，供应商有责任制定合适的风险减缓措施。例如，通过以下方式管理风险：

- a) 在整个降低可衡量风险的过程中继续开展贸易；
- b) 在不断降低可衡量风险的同时暂时中止贸易；
- c) 在风险减缓失败，或公司有理由认为风险减缓措施不可行或无法接受的情况下，终止与供货商的合作。

The supplier shall report to the senior management the results of the investigation of risks in the supply chain and the results of due diligence management performance and system operation effectiveness monitoring, summarize all relevant information collected and the actual and potential risks identified in the supply chain risk assessment, and target The risk mitigation measures and the implementation of the risk management plan.

供应商应向高级管理层汇报供应链中的风险调查结果及尽责管理绩效及体系运行有效性监测结果，总结收集的所有相关信息以及供应链风险评估中所识别的实际和潜在风险，及针对风险的所采取减缓措施和风险管理计划的实施情况。

Encouraging suggestions 鼓励性建议：

The adopted strategy recommendations are in line with the “Guidelines for Responsible Mineral Supply Chain Due Diligence Management in China”: Supply Chain Policy Demonstration Template (Type One Risk) or “OECD’s Responsible Supply of Minerals from Conflict-affected and High-risk Areas” The applicable risk mitigation strategies defined in the Model Policy in Appendix II of the Chain Due Diligence Guidelines (3rd Edition) are consistent. Companies should take into account the potential social and economic impacts on mining communities that adopt the strategy of terminating trade relations. For example, the residents in or around the mine site may increase or continue the risk of losing their livelihoods, or cause damage to the economic activities on which local communities depend for their livelihoods.

所采用的策略建议与《中国负责任矿产供应链尽责管理指南》的附件：供应链政策示范模版（一类风险）或《经合组织关于来自受冲突影响和高风险区域的矿产的负责任供应链尽职调查指南》（第3版）附录II示范政策所定义的适用的风险减缓策略保持一致。企业应考虑到采用终止贸易关系策略将带给采矿社区的潜在社会、经济影响。例如：矿址中或周围居民或将加剧或持续失去生计的风险，或对当地社区赖以谋生的经济活动造成的破坏。

4) Third-party Evaluation 第三方评估

Fundamental requirement 基础要求:

Suppliers should:

供应商应当:

For companies that have been identified as key links in the supply chain, their due diligence management practices should be evaluated by an independent third party. When companies expect to identify key links through a complete and clear risk assessment of their supply chain, they should consider key links in the industry and specific resources.

供应链中已被识别为关键环节的企业，其尽责管理实践应接受独立第三方评估。当企业期望通过对其供应链进行完整和清晰的风险评估而识别出关键环节时，应当考虑行业中及特定资源的关键环节。

Encouraging suggestions 鼓励性建议:

Although repeated assessments should be avoided in the responsible mineral supply chain, it is necessary to conduct third-party evaluations on multiple key links under certain circumstances. Upstream and downstream companies should explore fair and operable solutions to jointly bear the costs and benefits of the evaluation. These programs include, where possible, providing these companies with capacity building that can help them meet expected requirements, and promising to make appropriate purchases, such as guaranteeing payment at a fair price.

尽管在负责任矿产供应链中应该避免重复评估，但在一定情况下有必要对多个关键环节进行第三方评估。上游和下游企业应探索公平及可操作的方案，来共同承担评估的成本和效益。这些方案包括，在可能的情况下，为这些企业提供能帮助它们达到预期要求的能力建设，以及承诺进行恰当的购买，如保证以公平的价格支付。

5) Public Report 公开报告

Fundamental requirement 基础要求:

Suppliers shall publicly disclose their due diligence information. The information that the supplier publicly reports can be, but is not limited to the following:

- a) Management system, including supply chain policy, management structure and

responsibilities, control and transparency system, and due diligence related record keeping system, etc.;

- b) Evaluation summary report, including the last evaluation date, evaluation period, evaluation agency and the link to the recently released evaluation summary report, etc.;
- c) Risk assessment, including risk assessment process, methods and results, on-site assessment methods, practices and output information (if applicable);
- d) Risk management (if applicable), including risk mitigation strategies, participation of affected stakeholders, and descriptions of tracking and monitoring progress;

供应商应公开披露其尽责管理的信息。供应商公开报告的信息可以是，但不仅限于如下内容：

- a) 管理体系，包括供应链政策、管理结构和职责、管控和透明度体系及尽责管理相关记录保持系统等；
- b) 评估摘要报告，包括上次评估日期、评估期限、评估机构及近期发布的评估摘要报告链接等；
- c) 风险评估，包括风险评估过程、方法和结果，实地评估方法、实践和所输出的信息（如适用）；
- d) 风险管理（如适用），包括风险减缓策略、受影响利益相关方的参与，及对跟踪和监测进展情况的描述；

Encouraging suggestions 鼓励性建议：

Suppliers are encouraged to directly publish annual reports to disclose relevant information, for example, on company websites or industry association websites. The publication of this information shall take due consideration of trade secrets and other commercial competition issues 鼓励供应商直接发布年度报告公开相关信息，例如：在公司网站或行业协会网站上公布。这些信息的公布应适当考虑到商业机密和其他商业竞争问题。

F. MANAGEMENT SYSTEMS 管理体系

Participants shall adopt or establish a management system whose scope is related to the content of this Code. The management system shall be designed to ensure:

- a) compliance with applicable laws, regulations and customer requirements related to the participant's operations and products;
- b) conformance with this Code; and
- c) identification and mitigation of operational risks related to this Code. It should also facilitate continual improvement.

供应商应采用或建立范围与本准则内容相关的管理体系。在设计该管理体系时，应确保：

- a) 符合与供应商的经营和产品相关的法律、法规及客户要求；
- b) 符合本准则；以及
- c) 识别并降低与本准则相关的经营风险。该体系还应促进持续改进。

The management system should contain the following elements:
该管理体系应包含以下要素：

1) Company Commitment 公司承诺

Fundamental requirement 基础要求：

A corporate social and environmental responsibility policy statements affirming Participant's commitment to compliance and continual improvement, endorsed by executive management and posted in the facility in the local language.

企业社会和环境责任政策声明确认供应商对合规和持续改进所作的承诺，且经执行管理层批准，以当地语言在工厂发布。

Encouraging suggestions 鼓励性建议：

Encourage suppliers to pass relevant policies and requirements to the next-level suppliers.
鼓励供应商将相关政策和要求传递至下一级供应商。

2) Management Accountability and Responsibility 管理问责和责任

Fundamental requirement 基础要求：

The Participant clearly identifies senior executive and company representative[s] responsible for ensuring implementation of the management systems and associated programs. Senior management reviews the status of the management system on a regular basis.

供应商应明确指定负责确保实施管理体系和相关计划的高级执行管理人员和公司代表。高级管理层应定期审查管理体系的状态。

Encouraging suggestions 鼓励性建议：

Encourage suppliers to appoint manager representatives in accordance with the requirements of the management system in ISO9001, establish an organizational chart and job responsibilities, and improve the accountability management system.

鼓励供应商ISO9001按照管理体系的要求，任命管理者代表，建立组织架构图及岗位职责，健全问责管理制度。

3) Legal and Customer Requirements 法律要求和客户要求

Fundamental requirement 基础要求:

A process to identify, monitor and understand applicable laws, regulations and customer requirements, including the requirements of this Code.

用以识别、监控和了解适用法律、法规和客户的要求（包括本准则的要求）的程序。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to take into account the industry compliance rules and the laws and regulations of the final consumer country.

鼓励供应商将行业合规规则、产品最终消费国的法律法规要求也考虑进去。

4) Risk Assessment and Risk Management 风险评估与风险管理

Fundamental requirement 基础要求:

A process to identify the legal compliance, environmental, health and safety and labor practice and ethics risks associated with Participant's operations.

用以识别与供应商经营相关的法律合规性、环境、健康与安全及劳工实践和道德风险的程序。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to determine the relative importance of each risk and implement appropriate procedures and substantive control measures to control the identified risks and ensure compliance.

鼓励供应商确定各风险的相对重要程度，实施适当的程序和实质控制措施，以控制已识别的风险并确保合规。

5) Improvement Objectives 改进目标

Fundamental requirement 基础要求:

Written performance objectives, targets and implementation plans to improve the Participant's social and environmental performance, including a periodic assessment of Participant's performance in achieving those objectives.

应制定书面绩效目标、指标和实施计划，并定期评估供应商拟定的这些目标、计划的执行进展情况，从而提高供应商的社会和环境绩效。

Encouraging suggestions 鼓励性建议:

The areas that should be included in the environmental, health and safety risk assessment are production areas, warehouses and storage facilities, auxiliary facilities in factories/workplaces, laboratories and testing areas, sanitary facilities (bathrooms), kitchens/dining rooms, and employee residences/dormitories.

6) Training and Communication 培训和沟通

Fundamental requirement 基础要求:

A process for communicating clear and accurate information about Participant's policies, practices, expectations and performance to workers, suppliers and customers.

供应商应具有用以向员工、供应商和客户清晰准确地传达有关供应商政策、实践、期望和

绩效信息的程序。

Encouraging suggestions 鼓励性建议:

Programs for training managers and workers to implement Participant's policies, procedures and improvement objectives and to meet applicable legal and regulatory requirements.

分别培训管理层和员工，以实施供应商的政策、规程和改进目标，并满足适用的法律和法规的要求。

7) **Worker Feedback, Participation and Grievance 员工反馈、参与和投诉**

Fundamental requirement 基础要求:

Ongoing processes, including an effective grievance mechanism, to assess employees' understanding of and obtain feedback on or violations against practices and conditions covered by this Code and to foster continuous improvement.

应制定持续程序（包括有效的申诉机制），用于评估员工对此准则所涵盖的实务和条款的了解程度、反馈，以及执行本准则条款时的违规情况，同时也用于促进持续改进。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to establish a grievance mechanism that not only covers internal employees, but also allows any interested party (affected persons or whistleblowers inside or outside GEM) to publish on mining, trade, processing and export without fear of retaliation opinion. Open the appeal mechanism through the official website, properly communicate the appeal mechanism to stakeholders, and ensure the smooth flow of channels.

鼓励供应商建立的申诉机制不仅应涵盖内部员工，而且允许任何利益相关方（格林美内部或外部的受影响人或举报人）在不用担心被报复的情况下就开采、贸易、处理和出口情况发表意见。通过官方网站公开申诉机制，将申诉机制妥善传达至利益相关方，并确保渠道的畅通。

8) **Audits and Assessments 审计与评估**

Fundamental requirement 基础要求:

Periodic self-evaluations to ensure conformity to legal and regulatory requirements, the content of the Code and contractual requirements related to social and environmental responsibility.

定期的自我评估，确保符合与社会责任和环境责任有关的法律法规要求、本准则的内容的要求及合同要求。

Encouraging suggestions 鼓励性建议:

鼓励供应商通过官网公开审计与评估报告。

Suppliers are encouraged to publish audit and evaluation reports through the official website.

9) **Corrective Action Process 纠正措施程序**

Fundamental requirement 基础要求:

A process for timely correction of deficiencies identified by internal or external assessments, inspections, investigations and reviews.

用以及时纠正内部或外部评估、检查、调查及审查中发现的缺陷的程序。

Encouraging suggestions 鼓励性建议:

Corrective action procedures include, but are not limited to, necessary root cause analysis,

Containment measures, corrective actions and verification, documentation, training, etc.

纠正措施程序包括但不限于必要的根本原因分析、围堵措施、纠正措施及验证、文件化、培训等。

10) Documentation and Records 文档和记录

Fundamental requirement 基本要求:

Creation and maintenance of documents and records to ensure regulatory compliance and conformity to company requirements along with appropriate confidentiality to protect privacy.

创建并维护文件和记录，确保遵循法规并符合公司的要求及符合保护隐私的相关保密条款。

Encouraging suggestions 鼓励性建议:

无

11) 供应商责任

Fundamental requirement 基本要求:

A process to communicate Code requirements to suppliers and to monitor supplier compliance to the Code.

用以向供应商传达本准则要求并监督其遵守本准则情况的程序。

Encouraging suggestions 鼓励性建议:

Suppliers are encouraged to pass on the requirements of the relevant code of conduct to the next level of suppliers in accordance with the requirements of this Code.

鼓励供应商按本准则要求向下一级供应商传递相关行为准则的要求。

REFERENCES 参考资料

The following standards were used in preparing this Code and may be a useful source of additional information. The following standards may or may not be endorsed by each Participant.

本准则在起草时参考了以下标准，这些资料亦可作为附加信息的有用来源。以下标准可能受到各参与者认可或不予认可。

Eco Management & Audit System 生态管理和审核体系

http://ec.europa.eu/environment/emas/index_en.htm

Ethical Trading Initiative 道德贸易倡议

www.ethicaltrade.org/

ILO Code of Practice in Safety and Health 国际劳工组织(ILO)安全与健康实践准则

www.ilo.org/public/english/protection/safework/cops/english/download/e000013.pdf

ILO International Labor Standards 国际劳工组织(ILO)国际劳工标准

www.ilo.org/public/english/standards/norm/whatare/fundam/index.htm

ISO14001

www.iso.org

OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict- Affected and High Risk Areas

经合组织关于来自受冲突影响和高风险区域之矿石的负责任供应链尽职调查指南

<http://www.oecd.org/corporate/mne/mining.htm>

OECD Guidelines for Multinational Enterprises 经合组织跨国企业指南

<http://www.oecd.org/investment/mne/1903291.pdf>

OHSAS18001

<http://www.bsigroup.com/en-GB/ohsas-18001-occupational-health-and-safety/>

ISO45001

www.iso.org

Universal Declaration of Human Rights 世界人权宣言

www.un.org/Overview/rights.html

United Nations Convention Against Corruption 联合国反腐败公约

<https://www.unodc.org/unodc/en/treaties/CAC/>

United Nations Global Compact 联合国全球契约

www.unglobalcompact.org

SA8000

<http://www.sa-intl.org/index.cfm?fuseaction=Page.ViewPage&PageID=937>

Social Accountability International 社会责任国际组织(SAI)

www.sa-intl.org

GEM Supplier Declaration **格林美供应商**

As a supplier of GEM, we agree that business continuity and business success must be based on the values of law-abiding, compliance, ethics and transparency.

作为格林美的供应商，我们认同业务连续性和商业成功必须建立在守法、合规、道德和透明的基础之上的价值观。

We are willing to take active measures to grow and develop together with GEM. We hereby pledge to take this "Supplier Code of Conduct" as the goal and work hard to achieve the relevant standards of this Code. We are willing to accept, implement, and cooperate with the relevant parties to achieve the above-mentioned goals.

我们愿意采取积极措施，与格林美共同成长与发展。谨此承诺：以本《供应商行为准则》为目标，致力于逐步实现本准则的相关标准，我们愿意接受、落实和配合相关方，为实现上述目标所设定的工作机制。

Company name (with official seal)

公司名称（盖公章）：

Company representative (signature)

公司代表（签字）：

Date of signing 签署日期：