

东方日升劳工权益政策

Labor rights policy

我们郑重承诺,在集团层面全面尊重和保护劳动者的人权与劳动权益。本政策覆盖公司自有运营、承包商及业务合作伙伴,贯穿于日常经营活动及长期战略决策,并与国际公认的标准保持一致,包括《联合国商业与人权指导原则》(UNGPs)、国际劳工组织(ILO)核心公约以及适用的国家及地区劳动法规与标准

We are committed to respecting and protecting labor rights at a group-wide level. This policy applies to our own operations, contractors, and business partners, and is aligned with internationally recognized standards, including: The UN Guiding Principles on Business and Human Rights (UNGPs), The International Labour Organization (ILO) Core Conventions and applicable national and regional labor laws and standards.

■ 体面薪酬 Paying a Living Wage

我们承诺为所有员工支付足以覆盖基本生活需求的体面薪酬,包括食物、住房、衣物、医疗、交通和教育,并严格区分体面薪酬与最低工资的差异。

We ensure that all employees receive a living wage sufficient to cover basic needs such as food, housing, clothing, healthcare, transportation, and education. We recognize that a living wage is distinct from a minimum wage and commit to meeting or exceeding this benchmark.

公司保证在标准工作周内所付工资至少达到法定或行业最低工资标准并能满足员工基本需要,以及提供一些可随意支配的收入。

We ensure that wages for a standard working week meet at least the statutory or industry minimum wage standards, enabling employees to meet their basic needs and providing some discretionary income.

公司按法律的要求足额支付加班费及奖金。

We fully pay overtime and bonuses as required by law.

公司保证工资、待遇与所有适用法律完全相符。严格按照同工同酬的要求支付员工的劳务所得。工资、待遇应用现金或支票,以方便员工的形式支付所有法律规定的员工福利,不得非法扣除和减少。

We ensure that wages and benefits fully comply with all applicable laws and adhere strictly to the principle of "equal pay for equal work." Wages and bonuses should be paid in cash or by check, in a manner convenient for employees, and must not be subject to illegal deductions.

公司以口头或书面形式与所有员工沟通其在适用法律及在该工作场所有权所获得的工资、奖励、福利和奖金等相关内容。



We communicate orally or in writing to all employees about the wages, incentives, benefits, and bonuses they are entitled to receive under applicable laws and workplace regulations.

■ 合理工时与加班控制 **Avoiding Excessive Working Hours**

我们致力于避免或减少过度加班，严格设定并遵守每日及每周的法定最高工作时长，以保障员工身心健康。

We are committed to preventing excessive overtime and complying with statutory working hour limits to protect employees' health and well-being.

公司遵守国家及当地政府制定的与常规工作时间、加班时间和福利相关的适用法律。

We comply with applicable national and local laws and regulations regarding regular working hours, overtime, and employee benefits.

公司根据法律规定，每周工作时长不得经常超过四十小时。同时，员工每七天至少有一天休息期间。所有加班工作应支付额外津贴，任何情况下每个员工每周加班时间不得超过十二小时。

According to the law, we ensure that regular working hours do not exceed 40 hours per week and that employees receive at least one day off per week. Additional compensation must be paid for overtime work, and overtime hours must not exceed 12 hours per week.

■ 同工同酬 **Equal Remuneration**

我们承诺为男女员工提供无性别歧视的同工同酬待遇，确保价值相等的工作获得平等的报酬。

We commit to providing equal remuneration for men and women performing work of equal value, ensuring that compensation is free from gender-based discrimination.

■ 带薪年假 **Paid Annual Leave**

我们为员工提供符合法律或公司政策要求的带薪年假，并确保员工休假期间工资与社会保障权益不受影响。

We guarantee employees their entitlement to paid annual leave as defined by labor laws or company policies, ensuring wages and social protection benefits are maintained during the leave period.

■ 集体裁员的告知与协商 **Consultation and Notice Before Mass Terminations**

在任何大规模裁员或终止劳动合同前，我们将按照国家法律或集体协议规定，给予员工最低限度的提前通知与协商时间，帮助其充分准备并寻找替代就业机会。

In the event of mass layoffs or terminations, we will provide the minimum consultation or notice period required by law or collective agreements to allow employees sufficient



time to prepare and seek alternative employment.

■ 工作环境、职业健康与安全 Environment, Occupational Health and Safety

公司遵守国家或地方适用的工作环境、健康安全法律法规。

We comply with the applicable laws and regulations regarding working environment, occupational health and safety in both national and local contexts.

公司不断努力提高环境健康安全绩效，降低温室气体排放和能源消耗。

We continuously enhance our environmental performance by reducing greenhouse gas emissions and energy consumption.

公司出于对普遍行业危险和任何具体危险的了解，应提供一个安全、健康的工作环境，并应采取必要的措施，在可能条件下最大限度地降低工作环境中的危害隐患，以避免在工作中或由于工作发生或与工作有关事故对健康的危害。

We possess a comprehensive understanding of general industrial hazards and company-specific risks to ensure a safe and healthy working environment. We will take necessary measures to minimize potential hazards in the workplace, thereby preventing health risks and accidents.

公司指定一位副总裁为全体员工的健康与安全负责，并且负责落实本标准有关健康与安全的各项规定。

We appoint a VP to be responsible for the health and safety of all employees and for implementing the health and safety provisions outlined in this policy.

公司保证所有员工经常接受健康与安全、环境绩效培训，并应记录在案，还应给新进及调职员工重新进行培训。

We ensure that all employees receive regular training on health, safety, and environmental performance, and maintain training records. New employees or those newly appointed must undergo appropriate training as well.

公司建立起一种机制来检测、防范及应付可能危害任何员工健康与安全的潜在威胁。

We establish a mechanism to identify, prevent, and mitigate potential risks that may endanger the health and safety of employees.

公司应给所有员工提供干净的厕所、可饮用的水，在可能情况下为员工提供储藏食品的卫生设施。

We provide all employees with clean toilets, potable water, and, where feasible, sanitary facilities for food storage.

公司如果提供员工宿舍，应保证宿舍设施干净、安全且能满足员工基本需要。

Accommodation is provided, we ensure that the facilities are clean, safe and meet the basic needs of employees.



■ 自由择业 Free Choice of Employment

公司不得要求雇员将护照原件、身份证件、旅行证件或其它个人合法文件在雇佣开始时作为抵押。

We do not withhold passports, identity documents, travel documents, or other personal legal documents of workers at the beginning of employment.

公司不得使用任何强制劳动，无论是囚禁劳动、抵债劳动、契约劳动还是其它形式；禁止强迫加班。

We do not use any forced labor, including prison labor, bonded labor, indentured labor or others and prohibit forced overtime.

■ 本政策适用范围 Scope

- 公司自有运营：适用于所有雇员、业务活动及产品/服务。
Own Operations: Covers all employees, direct business activities, products, and services.
- 供应商：包括承包商、制造商、分销商、分包商、顾问、独立承包商等，须遵守本政策
Suppliers: Includes contractors, manufacturers, distributors, sub-contractors, consultants, independent contractors, and primary producers.
- 合作伙伴：包括代理、合资企业、政府关系伙伴、客户及社区等，须共同维护人权标准
Partners: Includes agents, joint ventures, government partners, customers, clients, and local communities.
- 本政策要求所有供应商和合作伙伴签署并遵守等同标准，确保业务网络中的劳动者和社区均受到公平、尊重和保护。

We require all suppliers and partners to adhere to equivalent standards to ensure fair, respectful, and protective conditions for all individuals impacted by our business operations.

