

# #11



## Supplier Code of Ethics 供应商守则

Corporate social responsibility

This code of conduct gives our requirements in terms of ethic and social responsibility that our suppliers have to meet. Altyor is very concerned about human rights and social aspect so it can be possible to reassess its partnerships with suppliers. This situation will occur if Altyor's suppliers do not respect these following statements. These had been selected from Altyor's policy and the United Nations Global Compact.

As Altyor is working in an international context, this code is a way to ensure that suppliers have the same core value as ours.

### Ethical responsibility:

- Respect the fundamentals Human Rights.
- Forced labour and child labour is strictly prohibited.
- All types of discrimination is forbidden.
- Corruption, bribery and unfair competition is not tolerated.
- Harassment and bullying are not allowed.

### Social responsibility:

- Safe place of working is primordial for workers.
- Employee's "Freedom of association".
- Respect fair operating practices.
- Respect of all applicable country's laws.
- A social dialogue is essential.

### Health and safety:

- Take all practicable steps to manage associated risks in workplaces.
- Ensure suitable conditions for safe production.
- Manage overtime work according to the PRC Labor Law.
- Ensure machinery and other equipment are safe and well used.
- Provide hygiene facilities to the workers.
- Keep a work environment clean and neat.
- Integrate Health and Safety into all regular activities.

### Environment:

- Ensure all units protect the environment; comply with national and local laws on environment quality and discharge of pollutants.

该行为准则给出了我们在道德和社会责任方面的要求，我们的供应商必须满足。阿尔泰尔非常关注人权和社会方面的问题，因此有可能重新评估与供应商的伙伴关系。如果阿尔泰尔的供应商不尊重以下声明，就会出现这种情况。这些声明是从阿尔泰尔的政策和联合国全球契约中选出的。

由于阿尔泰尔在国际范围内工作，该准则是确保供应商与我们有相同的核心价值观的一种方式。

#### 道德责任。

- 尊重人权的基本原则。
- 严格禁止强迫劳动和童工。
- 禁止所有类型的歧视。
- 不容忍腐败、贿赂和不正当竞争。
- 不允许骚扰和欺凌。

#### 社会责任。

- 安全的工作场所对工人来说是最重要的。
- 员工的 "结社自由"。
- 尊重公平的运作方式。
- 尊重所有适用国家的法律。
- 社会对话是必不可少的。

#### 健康和​​安全。

- 采取一切可行的措施，管理工作场所的相关风险。
- 确保安全生产的适当条件。
- 根据《中华人民共和国劳动法》管理加班工作。
- 确保机器和其他设备的安全和良好使用。
- 为工人提供卫生设施。
- 保持工作环境的清洁和整齐。
- 将健康和​​安全纳入所有常规活动。

#### 环境。

- 确保所有单位保护环境；遵守国家和地方关于环境质量和污染物排放的法律。

