

TCT Ethical Code

TCT makes this code to promote safe and fair working conditions, and the responsible management of environmental and social issues, and also to govern our activities with our stakeholders, including the suppliers, who shall respect this code.

TCT will encourage our suppliers to implement the ethical code across their whole business and in their own supply chain.

TCT will visit supplier's facility with the notice, to access compliance with this code and to audit supplier's wage, hour, payroll, and other worker records and practices. The serious violations of this code may result in immediate termination as a TCT supplier.

TCT ethical code contains contents from the Electronic Industry Code of Conduct. Recognized standards such as the Universal Declaration of Human Rights(UDHR),and standards issued by organizations such as the International Labor Organization(ILO), Social Accountability International(SAI), and the Ethical Trading Initiative(ETI) were used as references in 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:

TCT Global Quality department – QMS owns the ethical code on establish, update and maintenance.

TCT and its suppliers will encourage their employees and all the relevant people are provided with appropriate training.

TCT and its suppliers will work collaboratively on the implementing the code, which may include audits and site visits to assess performance against the code.

Suppliers are expected to identify, correct and monitor the continued compliance of activities that not compliance with the standards of the code.

TCT ethical code contains six sections. A. Labor and human rights B. Health and safety C. Environment D. Ethics E. Monitoring the compliance to the ethical code. F CSR emergency response process

A. Labour and human rights

To uphold the human rights of workers, and to treat them with dignity and respect as understood by international community.

1. Contract of 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 issues to the employee.

A contract of employment shall at lease contain but not limited to:

- i. Working hours showing at least guaranteed wage
- ii. Overtime pay rates and compensation for working out of normal working hours
- iii. Payment and frequency of payment
- iv. Notice period

2. Child labor and Young Workers

No person is employed who is below the minimum legal age for employment. (Above 16 years old in China is the legal age for employment)

Children (person under 18 years) are not employed for any hazardous work, or work that is inconsistent with the child's personal development.

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

Policies and programmes that assist any child found to be performing child labour are contributed to, supported, or developed.

Proper management of student workers through proper maintenance of student records, rigorous due diligence of educational partners, and protection of students' rights are in accordance with applicable laws and regulations.

3. Freely chosen employment

Forced, bonded or compulsory labour is not used and employees are free to leave their employment after reasonable notice. Employees are not required to lodge deposits of money or identity papers with their employer. Workers must 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 are free to join or not to join trade unions or similar external representative organizations. Workers shall be able to communicate openly with management regarding working conditions without fear of reprisal, intimidation or harassment.

5. Non-Discrimination

Nor form of discrimination is engaged in, or supported by, the company in hiring, employment terms, remuneration, and access to training, promotion, termination or retirement procedures or decisions. Suppliers shall not require a pregnancy test or discriminate against pregnant workers except where required by applicable laws or regulations or prudent for workplace safety.

6. Disciplinary Practices

Employees are treated with respect and dignity. Physical or verbal abuse or other harassment and any threats or other forms of intimidation are prohibited.

7. Working Hours

Working hours of employees comply with national laws and are not excessive, and workers shall be allowed at least one day off per seven-day week. Overtime requested should be voluntary and be paid a call-back pay.

8. Payment

Employees understand their employment conditions and fair and reasonable pay and terms are provided. The payment will be above or at least reached to the minimum payment in the local area.

9. Human treatment

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

10. Individual Conduct

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

11. Modern Day Slavery

TCT prohibits any form of Modern Day Slavery and its suppliers should also prohibit & avoid the Modern Day Slavery.

12. He for She

TCT is committed to ensure the equality of man & woman in the company & supply chain.

B. Health and safety:

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

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

Recognized management system such as OHSAS18001 on Occupational Safety and Health as reference may be a useful resource of additional information.

1. Occupation safety

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

2. Emergency prevention, preparedness and response

Emergency situations and events shall be identified, and assessed, and their impact should be minimized by implementing emergency plans and response procedures.

3. Occupational injury prevention

Eliminate physical hazards where possible, or shall provide workers with appropriate personal protective equipment.

4. Ergonomics

Identify, evaluate, and control worker exposure to physically demanding tasks, including manual material handling, heavy lifting, prolonged standing, and highly repetitive or forceful assembly tasks.

5. Dormitory and Canteen

Workers should be provided with clean toilet facilities, access to potable water, and sanitary food preparation and storage facilities. Worker dormitories provided by supplier or a third party agency shall be clean safe and provide adequate emergency egress, adequate heat and ventilation, reasonable personal space, and reasonable entry and exit privileges.

6. Absolute Rules

Supplier shall observe the following rules and ensure compliance and awareness at all levels and monitor compliance to:

- i. Always wearing seat belts when travelling in or operating vehicles
- ii. Always using suitable personal protective equipment (PPE), a safety harness and fall protection equipment when working at height, attaching harnesses at all times when working at height
- iii. Never carrying out electrical work on electrical equipment, circuits and gear without appropriate qualifications and compliance to regulations
- iv. Never working under the influence of substances (alcohol or drugs) which are illegal or in excess of legal levels or where this impairs ability to perform tasks

- v. Never using a hand held phone whilst driving and only making calls by pulling over or using hands free devices, when it is safe to do so
- vi. Never exceeding speed limits or travelling at speeds which are dangerous for the type of road, vehicle or conditions

7. Health and Safety communication

Workers should be provided with appropriate workplace health and safety training in their primary language. Health and safety related information should be clearly posted in the facility.

C. Environment

Processes are in place to actively improve the efficiency with which finite resources (such as energy, water, raw materials) are used.

Appropriate management, operational and technical controls are in place to minimize the release of harmful emissions to the environment.

Appropriate measures are in place to improve the environmental performance of products and services when in use by the end user.

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

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

1. Environmental Permits and Reporting

TCT and suppliers should 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. Pollution Prevention and Resource Reduction

Endeavour to reduce or eliminate solid waste, wastewater and air emissions, including energy-related indirect air emissions, by implementing appropriate conservation measures in their production, maintenance and facilities processed, and by recycling, re-using, or substituting materials.

3. Hazardous Substance Management and Restrictions

The environmental law and regulations prohibiting or restriction the use or handling of specific substances should be complied.

4. Wastewater and Solid Waste Management

Manage and dispose the non-hazardous wastewater and solid waste generated from operations as required by applicable laws and regulations.

5. Air Emissions Management

Characterize, monitor, control and treat air emissions of volatile organic chemicals, aerosols, corrosives, particulates, ozone depleting chemicals, and combustion by products generated from operations, as required by applicable laws and regulations, before discharge.

6. Climate Change

The supplier should identify, monitor and minimize Greenhouse Gas emissions (GHG) and energy consumption from own operations including CO₂ emissions from transportation and travel. Supplier shall do this by making a self-declaration of the Supplier's annual energy consumption and GHG emissions that should be publicly available.

To proactively manage GHG emissions, supplier is expected to:

- i. Have emissions reduction targets

- ii. Measure and provide emission metrics for GHG emissions
- iii. Take actions to reduce GHG emissions
- iv. Publically reporting of GHG emission metrics annually
- v. Have a process to engage its sub-suppliers to drive GHG emission reduction within supplier's operations and that of their suppliers

The supplier should develop energy efficient products or services throughout the entire life cycle and comply with internationally recognised standards.

7. Responsible Sourcing of Minerals

The supplier shall have a clear policy or procedure in place to avoid knowingly purchasing conflict minerals.

In particular the supplier shall have a policy or procedure to reasonably assure that the tin, tantalum, tungsten and gold in the products it manufactures does not directly or indirectly finance or benefit armed groups that are perpetrators of serious human rights abuses in the Democratic Republic of the Congo or an adjoining country. Supplier shall exercise due diligence on the source and chain of custody of these minerals and make their due diligence measure available.

8. Storm Water Management

To implement the storm water management which include prevent contamination of storm water runoff and prevent illegal discharges and spills from entering storm drains.

9. Animal Resources Protection

TCT undertakes the social responsibility, regarding the protection of animal resources as an important part of sustainable development program. TCT also encourages suppliers to focus on protecting animal resources. Suppliers require to taking steps to avoid illegal use of animals for product testing. Also, suppliers require to avoiding the illegal use of animal cholesterol and other animal resources into their product.

D. Ethics

This principle is formulated to meet social responsibilities and to achieve success in the marketplace.

1. Anti-corruption and bribery

i. Business Integrity

The highest standards of integrity are to be expected in all business interactions. TCT prohibited employees to accept large gifts, cash or any other form of equivalent corruption, extortion and embezzlement from suppliers, traders or stakeholders. Once it's found that the TCT will immediately terminate the supply qualification and take appropriate legal measures.

ii. Illicit Payments

TCT prohibit to directly or indirectly make payments or transfer any valuables, as well as offer, promise or authorize payments or transfer of valuables to governmental authorities, political parties, or candidates for governmental positions in order to have influence on government actions or formal solutions in order to obtain a permit for carrying out or continuation of business activities or 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 may negatively affect the Company's interests.

Conflicts of interest can take various forms. The following similar situations should be prohibited & avoided:

- i. The TCT employee has family interests, in which 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 a company is controlled by the employee's relative.
- ii. The TCT employee receive 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 business activity, upon approval of the management. Trips, significant gifts and entertainment activities that are too expensive or are beyond the scope of reasonable prices are strictly forbidden.

3. Anti-Fraud

TCT prohibits any form of fraud. The management design appropriate internal control and anti-fraud policies and measures.

4. Anti-money laundering

TCT prohibits any form of money laundering and assists in money laundering. Illegal income and its yield, through various means to conceal, conceal its origin and nature, make it in the form of legal behaviour is strictly prohibited.

5. Respect of intellectual property rights

- i. Intellectual property rights
TCT emphasize importance to the protection of intellectual property rights. The transfer of intellectual property rights, technology and knowledge should be based on the protection of intellectual property rights.

6. Anti-unfair competition, Ensure the authenticity of marketing and advertising information

- i. Fair business, advertising and competition
TCT supports and performs fair business, advertising and competition and takes relevant measures to ensure the authenticity of marketing and advertising information.
- ii. Information leakage
Public disclosure of business activities, organizational structure, financial status and performance information should be consistent with applicable regulations and industry practices.

7. Consumer / customer data and privacy protection

- i. Data and privacy protection
TCT always take effective measures to protect the customer's personal data and privacy.

8. Guarantee the necessary products or services provided to the vulnerable groups.
TCT is committed to providing the necessary products or services for vulnerable groups.

9. Protection of Identity and Non-Retaliation

TCT ensure that the protection of supplier and employee whistle blower confidentiality and anonymity are to be maintained. TCT should have a communicated process for our personnel to be able to raise any concerns without fear of retaliation.

E. Monitoring the compliance to the ethical code

The supplier should set up a management system to ensure compliance with applicable laws and regulations and this ethical code. This management system should include:

1. Company Commitment

An official and public statement of the company that is affirms the commitment to comply with applicable laws, regulations and TCT's ethical code.

2. Identified Responsibilities

An organizational chart that is clearly identifies responsibilities and accountabilities regarding customer requirements, including this ethical code.

3. Risk Management Process

A process to identify measure and manage all business risks, particularly the ones mentioned in this ethical code and regarding labor and human rights, health and safety, environment and ethics.

4. Audit, Written Records and Communication

Written records that demonstrate the commitment of the supplier to a continuous improvement: standards, performance targets, implementation plans, periodic assessments, audits and self-evaluations, remediation and improvement plans. The actual performance of the supplier related to this ethical code should be regularly communicated to the employees and to TCT.

5. Training

A training program for managers and workers related to the compliance to this ethical code and the continuous improvement approach.

6. Worker Participation

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

7. Correction of Deficiencies

A process for prompt correction of any deficiencies identified by internal or external sources is regarding the requirements of this ethical code.

8. Documentation and Record

Creation of written records to document compliance with this ethical code and documentation describing issues found and corrections made to supplier processes.

F. CSR emergency response process

TCT construct the CSR emergency response team. The team is mainly dealing with customers, suppliers and other related CSR emergency matters.

The emergency process works as follow:

The Sourcing System Management Manager & Sourcing System Management Officer from GS Department is role as the front contact window. If CSR matters including the emergency information, event notice are received from customers, suppliers or other related parties, the GS contact window relay the information to QMS.

The QMS takes lead to handle the CSR emergency matters.



GS contact window:
Zhenming.Liang@tcl.com
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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 Labour Organization

The Electronic Industry Code of Conduct

Social Accountability International's SA8000 Standard

Environmental Standards ISO14001

Health & Safe Standards OHSAS 18001

United Nations Global Compact

The Ethical Trading Initiative(ETI) Base Code

World Animal Protection

Animal Welfare Act

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《电子行业行为规范》（EICC），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全球质量部门（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行为准则包含五个部分：A劳动者权利 B健康和安​​全 C环境 D道德标准E.监控

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。

劳动合同须至少含以下内容：

- i. 工作时间，工资
- ii. 加班工资计算方法
- iii. 支付方式及频率
- iv. 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）。对于法定年龄超过16岁但低于18岁的未成年员工，应避免让其从事有危险的工作，或任何不利于未成年发育成长的工作。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和程序文件以避免招收童工。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

员工不应受到强制的、压迫的或非自愿的劳动。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

在招聘、雇佣条款、薪酬，以及培训、晋升、解聘及退休程序和决策中不应涉及任何形式的歧视。除相关适用法律法规明确规定，或由于工作场所的安全要求外，不能要求检查女性员工孕产情况或歧视有身孕的员工。

6. 惩戒措施

员工应得到相应的尊重和尊严。禁止对员工进行体罚、语言侮辱或其他任何骚扰、威胁及其他形式的恐吓。

7. 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。

8. 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。工资应该高于或至少达到当地最低工资标准。

9. 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。

10. 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。

11. 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。

12. 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（OHSAS18001），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和事件的影响减少至最低程度。

3. 职业伤害预防

应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. 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、适当的温度和通风设备、合理的个人空间和员工自由出入的权利。

6. 绝对规则

供应商应遵守以下规则：

- i. 坐车或开车时系好安全带
- ii. 使用适当的防护用品（PPE），高空作业时使用安全带和坠落保护设备
- iii. 无资质人员不进行电气设备的电气作业；操作时遵守规则
- iv. 不在受物质（酒精或药物）影响时作业
- v. 开车时不使用手持式手机，当安全时可以使用免提设备通话
- vi. 不超速行驶

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。健康与安全相关信息应当清晰地张贴于设施内。

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. 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。

3. 有害物质的管理和限制

应严格遵守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。

4. 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。

5. 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。

6. 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：

- i. 定义减排目标
- ii. 监控GHG气体排放metrics

- iii. 采取措施减少气体排放
- iv. 每年公布GHG排放
- v. 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

7. 负责任的矿石开发

供应商应有明确的政策或程序来防止购买冲突矿石。

供应商应有政策或程序来确保产品中的锡、钽、钨、金不是直接或间接来自于有严重人权问题及冲突的刚果及其周边国家。供应商应在开发这些矿石的时候进行尽职调查，对其供应链尽可能的进行尽职调查。

8. 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。

9. 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准则。

1. 反腐败和贿赂行为

iii. 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。

iv. 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:

- i. 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
- ii. 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

ii. 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

iii. 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。

iv. 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

ii. 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. 身份保护和报复

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

Yufang.wu@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

电子行业行为准则

SA8000标准

ISO14001环境标准

OHSAS 18001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