

中化香港集团供应商行为守则

中化香港（集团）有限公司（“中化香港集团”或“公司”）作为中国中化境外的融资平台和重要的投资控股平台，致力于打造诚信合规、平等公开、绿色健康的可持续供应链，选用诚实可靠的供应商，并优先考虑能够在业务中推行有利于社会及环境的可持续发展政策的供应商。

目的

本公司制定并发布本政策，旨在规范供应链管理，为供应商践行可持续发展理念提供指导，推动构建起长期稳定、负责任、可持续的供应链体系。

适用范围

本政策的内容适用于所有为中化香港集团及其附属公司的提供产品与服务的供应商、承包商、分包商等供应链合作伙伴（以下统称为“供应商”）。

政策

1. 遵守法律及规例

1.1 供应商经营业务时必须遵守所有适用的法律及规定。

2. 反腐败与商业道德

2.1 供应商应遵守反腐败与商业道德相关法律法规，在业务中奉行最高标准的商业道德准则，并制订反腐败相关政策、商业道德行为守则及作业流程（涵盖提供和接受优惠、向政府付款、慈善捐助和赞助，娱乐和商务招待等），并实施相应计划以核实合规情况，杜绝任何形式的贿赂、贪污、腐败、欺诈、滥用职权、反竞争、洗黑钱等行为。

2.2 供应商承诺遵守本公司禁止利益输送、弄虚作假等行为的相关要求，确保向客户（包括公司员工）、政府官员和任何其他相关方支付的款项、赠送的礼品或做出的其他承诺，均遵守适用的与反贿赂相关的法律法规。

2.3 供应商应及时向本公司反馈任何可能构成严重利益冲突的情况，保证公平合作。

3. 环境责任

3.1 供应商应采用适当的系统及管理机制，以评估、量度及减少业务营运对环境的影响。

3.2 供应商应采取适当措施，积极改善在能源使用、碳排放、水资源使用、废弃物处理等方面的表现。

4. 劳工权益

4.1 禁止雇佣童工，禁止聘用任何形式的强迫劳工或与使用童工及强迫劳工的分包商进行商业合作。

4.2 供应商应保障其员工不因年龄、性别、种族、民族、宗教、残疾、婚姻状况等任何其他受法律保护的特征，在招聘、薪酬、晋升、培训等劳动事务及业务活动过程中遭受歧视或不公平对待，并抵制任何形式的职场霸凌和骚扰行为。

4.3 与所有员工签订符合当地法例的劳动合同，满足最低工资规定，按时发放薪酬，并为员工提供符合法定要求的假期与福利。

4.4 尊重员工的民主权利及言论自由，建立适当的沟通机制及申诉程序，保障员工能够向管理层表达诉求及申诉。

5. 健康及安全

5.1 供应商应制定健康及安全政策并清楚列明操作流程，以降低员工受伤或患病的机会，保障员工健康。

5.2 供应商应向员工提供工地安全及相关作业守则培训，以保障其自身及其他员工的安全。

6. 供应商及分包商

6.1 供应商应制定符合其要求的供应商行为守则，并鼓励一级供应商将本政策的要求传递至二级供应商，共同推动供应链可持续发展。

6.2 供应商应按时向其供应商及分包商发放薪酬。

7. 审查与监督

7.1 供应商应保存所有政策文件或相关记录以证明其已遵从本行为守则，并应根据中化香港集团要求提供所需文件。中化香港集团有权在发出合理通知的情况，自行或委托第三方对供应商内部政策，相关业务、设施以及提供的相关产品与服务进行审查。

7.2 若供应商发生违反本守则的情况，中化香港集团将根据情况要求供应商在限定期限内采取必要的纠正措施；如情况严重或未能及时采取纠正措施，本公司有权采取相应行动，包括但不限于取消投标资格、终止合作或纳入黑名单等。

8. 举报机制

供应商有权向中化香港举报可疑或实际发生的不当行为。

举报电话：WhistleblowerXGJT@sinochem.com

举报电话：+852 2829 9659

9. 本公司将优先考虑符合以下条件的供应商进行合作：

- 遵守与环境、社会及管治相关的所有适用法例及法规
- 全面遵守并推广中化香港集团供应商行为守则
- 自行制定可持续发展政策、供应商行为守则或可持续采购政策
- 取得环境、社会及管治相关管理体系认证（如 ISO9001 或其他质量管理体系认证、ISO14000 或其他环境管理体系认证、OHSAS18001 或其他职业健康与安全管理体系认证、SA8000 或其他社会责任标准认证等），或能够提供环保产品及服务的供应商

公司将适时或至少每三年对本政策进行检讨和更新。

Sinochem HK Supplier Code of Conduct

As the offshore financing platform and a key overseas asset holding company of Sinochem Holdings, Sinochem Hong Kong (Group) Company Limited (“Sinochem HK”

or the “Company”) is committed to building a green, healthy and sustainable supply chain featuring good faith, compliance, equality and openness. Sinochem HK selects honest and reliable suppliers, and gives priority to those who are capable of implementing sustainable development policies that are beneficial to society and the environment during business operations.

Purpose

The Company has formulated and released this policy with a view to regulating supply chain management, providing guidance for suppliers to practice the concepts of sustainable development, and facilitating the establishment of a long-term stable, responsible and sustainable supply chain system.

Scope of Application

This policy applies to all suppliers, contractors, subcontractors and other supply chain partners who provide products and services to Sinochem Hong Kong (Group) Company Limited and its affiliates (“Suppliers”).

Policy

1. Compliance with Laws and Regulations

1.1 Suppliers must comply with all applicable laws and regulations during business operations.

2. Anti-corruption and Business Ethics

2.1 Suppliers shall comply with laws and regulations related to anti-corruption and business ethics and observe the highest standards of business ethics when conducting business, and formulate anti-corruption related policies, codes of conduct and operating procedures (including giving and receiving advantages, payments to government officials, charitable contributions and sponsorships, entertainment and corporate hospitality etc.) , implement workflows to check and ensure compliance, to root out any form of bribery, corruption, fraud, abuse of power, anti-competition, money laundering, etc.

2.2 Suppliers promise to abide by the Company’s relevant requirements on the prohibition of profit siphoning, fraud, etc., ensure that payments, gifts or other commitments made to customers (including Company employees), government officials and any other relevant parties comply with applicable anti-bribery laws and regulations.

2.3 Suppliers shall promptly report any matters that may lead to a serious conflict of interest to the Company to ensure fair cooperation.

3. Environmental Responsibility

3.1 Suppliers shall adopt appropriate systems and management mechanisms to assess, measure and reduce the impact of business operations on the environment.

3.2 Suppliers should take appropriate measures to actively improve their performance in energy use, carbon emissions, water use, waste disposal, etc.

4. Labor Rights

4.1 Suppliers shall prohibit the employment of child labor, any form of forced labor, or business cooperation with subcontractors who use child labor or forced labor.

4.2 Suppliers shall ensure that their employees are not subject to discrimination or unfair treatment, during recruitment, remuneration, promotion and training operations and other labor-related affairs and business activities, on the basis of age, gender, race, ethnicity, religion, disability, marital status or other elements protected by the law, and shall resist any form of workplace bullying and harassment.

4.3 Suppliers shall enter into a labor contract with all employees in accordance with the applicable local law, pay at least local legal minimum wage, pay salaries on time, and provide employees with holidays and benefits that meet statutory requirements.

4.4 Suppliers shall respect employees' democratic rights and freedom of speech, and set up appropriate communication mechanisms and complaint procedures to ensure that employees can express their demands and complaints to the management.

5. Health and Safety

5.1 Suppliers shall formulate health and safety policies, and clearly specify operational procedures to reduce the probability of employee injury or illness and protect employee health.

5.2 Suppliers shall provide employees with training on work site safety and related operating rules to ensure the safety of themselves and other employees.

6. Suppliers and Subcontractors

6.1 Suppliers shall formulate a supplier code of conduct that meets their respective requirements. First-tier suppliers are encouraged to pass the requirements of this policy to second-tier suppliers, so as to jointly promote the sustainable development of the supply chain.

6.2 Suppliers shall pay remuneration to their suppliers and subcontractors on time.

7. Review and Supervision

7.1 Suppliers shall retain all policy documents and relevant records to demonstrate that they have complied with this Code of Conduct, and shall provide documents as required by Sinochem HK. Sinochem HK has the right to, after giving a reasonable notice, review or ask third parties to review suppliers' internal policies, related businesses, facilities and related products and services suppliers provide.

In case of violation of this policy by a supplier, Sinochem HK will, in light of the circumstances, require the supplier to take necessary corrective measures within a specific time limit. In case of serious violation or failure to take corrective measures in time by the supplier, the Company has the right to take corresponding actions, including but not limited to disqualifying the supplier from bidding, terminating cooperation with and blacklisting the supplier.

8. Whistleblowing

Suppliers may raise concerns about suspected or actual improprieties relating to the Company via

Email: WhistleblowerXGJT@sinochem.com

Telephone number: +852 2829 9659

9. The Company Will Give Priority to Suppliers Who Meet the Following Conditions:

- Comply with all applicable laws and regulations related to environmental, social and governance
- Full compliance with and promotion of the Sinochem HK Supplier Code of Conduct
- Formulation of its own sustainable development policy, supplier code of conduct or sustainable procurement policy
- Possession of environmental, social and governance-related management system certifications (such as ISO9001 or other quality management system certification, ISO14000 or other environmental management system certification, OHSAS18001 or other occupational health and safety management system certification, SA8000 or other social responsibility standard certification), or the ability to supply environmentally friendly products and services

The Company will review and update this policy from time to time or at least every three years.

Should there be any discrepancy between Chinese and English versions, the Chinese version shall prevail.