

## Shuttle' s Supplier Code of Conduct



In addition to actively strengthening our own sustainable governance effectiveness, in order to ensure that the working environment safety and rights of supplier employees are fully protected, and to implement environmental protection, Shuttle refers to the Responsible Business Alliance (RBA) as a blueprint to establish company' s supplier code of conduct so that suppliers can expand their sustainable development plans on this basis, and in full compliance with the laws and regulations of the countries and regions in which they operate. The degree of compliance will also be included in the key evaluation items of procurement decisions. We expect that suppliers will follow this code and work with Fuxin Technology to practice innovative development and sustainable management.

Shuttle' s Supplier Code of Conduct consists of five aspects: Labor, Health and Safety, Environment, Ethics, and Management System. The provisions are derived from and respect internationally recognized standards, including, but not limited to:

- OECD Guidelines for Multinational Enterprises
- UN Guiding Principles on Business and Human Rights
- ILO Declaration on Fundamental Principles and Rights at Work and its Follow-up
- ILO Core Conventions
- UN Universal Declaration of Human Rights

Labor	Health and Safety	Environment	Ethics	Management System
<ul style="list-style-type: none"><li>• Prohibition of Forced Labor</li><li>• Young Workers</li><li>• Working Hours</li><li>• Wages and Benefits</li><li>• Non-Discrimination/ Non Harassment/ Humane Treatment</li><li>• Freedom of Association and Collective Bargaining</li><li>• Dismissal</li><li>• Preventing and Mitigating of Precarious Employment</li><li>• Human Rights Policy</li><li>• Diversity, Equity and Inclusion</li><li>• Accessibility Culture</li></ul>	<ul style="list-style-type: none"><li>• Occupational Health and Safety</li><li>• Emergency Preparedness</li><li>• Occupational Injury and Illness</li><li>• Industrial Hygiene</li><li>• Physically Demanding Work</li><li>• Machine Safeguarding</li><li>• Sanitation, Food, and Housing</li><li>• Health and Safety Communication</li></ul>	<ul style="list-style-type: none"><li>• Environmental Permit and Reporting</li><li>• Pollution Prevention and Resource Conservation</li><li>• Hazardous Substances</li><li>• Solid Waste</li><li>• Air Emissions</li><li>• Materials Restrictions</li><li>• Water Management</li><li>• Energy Consumption and Greenhouse Gas Emissions</li><li>• Respond to Climate Change</li></ul>	<ul style="list-style-type: none"><li>• Business Integrity</li><li>• No Improper Advantage</li><li>• Disclosure of Information</li><li>• Intellectual Property</li><li>• Fair Business, Advertising and Competition</li><li>• Protection of Identity and Non-Retaliation</li><li>• Responsible Sourcing of Minerals</li><li>• Privacy</li><li>• Comply with the contract</li></ul>	<ul style="list-style-type: none"><li>• Company Commitment</li><li>• Management Accountability and Responsibility</li><li>• Legal and Customer Requirements</li><li>• Risk Assessment and Risk Management</li><li>• Improvement Objectives</li><li>• Training</li><li>• Communication</li><li>• Worker/Stakeholder Engagement and Access To Remedy</li><li>• Audits and Assessments</li><li>• Corrective Action Process</li><li>• Documentation and Records</li><li>• Supplier Responsibility</li></ul>

## Labor

Suppliers shall commit to maintaining and respecting labor rights, applicable to both direct and indirect suppliers, as well as all types of labor.

- **Prohibition of Forced Labor:** The use of labor, including but not limited to forced, bonded (including debt bondage), or indentured labor, involuntary or exploitative prison labor, slavery, or trafficking of persons, is prohibited.
- **Young Workers:** The use of child labor as defined by local regulations or person under the age of 15 in any manufacturing process is not allowed.
- **Working Hours:** Working hours shall not exceed the maximum limits set by local laws.
- **Wages and Benefits:** Wages for laborers shall comply with local regulations, including minimum wage, overtime pay, and statutory benefits. Equal pay for equal work shall be provided for all employees.
- **Non-Discrimination/ Non Harassment/ Humane Treatment:** A workplace free of harassment and discrimination shall be provided, and the mistreatment of workers, including any form of violence, sexual harassment shall be avoided.
- **Freedom of Association and Collective Bargaining:** Respect the right of all employees to organize and participate in unions, collective bargaining, and peaceful assembly of their choice, as well as the right of employees to abstain from such activities.
- **Dismissal:** Without specific legal reasons, employees shall not be dismissed arbitrarily based on their personal background.
- **Preventing and Mitigating of Precarious Employment:** All workers shall be provided with a written employment agreement in their native language, or in a language the worker can understand and not use employment agreements in a way designed to cause social or economic insecurity to the workers, such as abusing consecutive short-term contracts, labor-only contracting, subcontracting or homeworking arrangements.
- **Human Rights Policy:** Human rights shall be respected, and effective risk control and compensation mechanisms shall be established.
- **Diversity, Equity and Inclusion:** Commitment to diversity in the workplace, respecting differences, and ensuring that recruitment and promotion processes are not influenced by factors such as the worker's gender, religion or race.
- **Accessibility Culture:** Efforts shall be made to create an accessible workplace, supporting job seekers and workers with different abilities, functional or work requirements, including those with disabilities and other vulnerable groups.

## Health and Safety

Suppliers shall be aware that a safe and healthy working environment not only helps reduce injury and illness rates but also enhances product and service quality, production stability, and increases employee retention and morale. It is important to continually input and education to solve related issues.

- Occupational Health and Safety: Through hazard identification and assessment, providing appropriate personal protective equipment, addressing the specific needs of women and nursing mothers, to maintain a safe working environment.
- Emergency Preparedness: To minimize the impact of emergencies on life, the environment, and property, regular emergency drills and training shall be conducted to ensure the effective implementation of emergency plans and procedures, including emergency reporting, evacuation plans, and firefighting equipment.
- Occupational Injury and Illness: Procedures and systems shall be established to prevent, manage, track, and report occupational injuries and illnesses, including encouraging worker reporting, providing treatment, investigating cases, assisting in returning to work, and implementing corrective measures. Suppliers shall allow workers to remove themselves from imminent harm, and not return until the situation is mitigated, without fear of retaliation.
- Industrial Hygiene: Worker exposure to chemical, biological, and physical agents shall be identified, evaluated, and controlled. Appropriate personal protective equipment shall be provided free of charge, and the working environment shall be continuously monitored to maintain employee health. This includes providing occupational health monitoring and education on workplace hazard risks associated with exposure.
- Physically Demanding Work: The impact of physically demanding work on workers, including tasks such as lifting, carrying, prolonged standing, and assembly, shall be assessed and controlled.
- Machine Safeguarding: Production equipment safety protection shall be assessed and provided, ensuring the maintenance of interlocks and barriers to prevent worker injuries.
- Sanitation, Food, and Housing: Clean and hygienic restroom facilities, safe drinking water, and cooking equipment shall be provided, ensuring safe and comfortable employee accommodations, including emergency exits, bathing facilities, adequate lighting and ventilation, as well as private storage space and convenient access to personal space.
- Health and Safety Communication: Suppliers shall provide workers with appropriate workplace health and safety information and training in a language the worker can understand for all identified workplace hazards that workers are exposed to and encouraging workers to raise any concerns without retaliation.

## Environment

Supplier shall recognize that environmental responsibility in all operations, ensuring minimal impact of production processes on communities, the environment, and natural resources, while safeguarding the health and safety of the public.

- Environmental Permit and Reporting: All required environmental permits (e.g. discharge monitoring), approvals, and registrations shall be obtained, maintained, and kept current and their operational and reporting requirements shall be followed.
- Pollution Prevention and Resource Conservation: Reduce emissions and waste generation at the source, conserve natural resources to protect the environment and resources.

- **Hazardous Substances:** Manage chemicals, waste, and other substances hazardous to humans and the environment, ensuring their safe handling, movement, storage, use, recycling, or disposal, and tracking and documenting hazardous waste data.
- **Solid Waste:** Develop systematic measures to identify, manage, reduce, and responsibly dispose of or recycle non-hazardous solid waste, tracking and documenting waste data.
- **Air Emissions:** Chemical substances generated during operations shall be characterized, monitored, controlled and treated as required, particularly substances that deplete the ozone layer, in accordance with the Montreal Protocol and applicable regulations, and regularly monitor the performance of air emission control systems.
- **Materials Restrictions:** Adhere to laws, regulations, and customer requirements, prohibiting or restricting the use of specific substances in products and manufacturing processes.
- **Water Management:** Implement water resource management plans, conserve water, monitor discharges and treat wastewater as required, regularly monitoring system performance to ensure optimal performance and regulatory compliance.
- **Energy Consumption and Greenhouse Gas Emissions:** Track and report energy consumption and scope 1 and 2 greenhouse gas emissions, seeking to improve energy efficiency and reduce energy consumption and greenhouse gas emissions.
- **Respond to Climate Change:** Establish a climate change governance structure and management mechanism, identify key climate risks and opportunity factors that affect products, services and its own operations, and formulate corresponding management measures and goals to strengthen operational resilience.

## **Ethics**

To fulfill social responsibilities and achieve success in the marketplace, suppliers shall uphold the highest ethical standards, and respect internationally recognized standards and international sanctions.

- **Business Integrity:** In business interactions, the highest standards of integrity shall be upheld, adopting a zero-tolerance policy prohibiting any form of bribery, corruption, extortion, insider trading, conflicts of interest and embezzlement.
- **No Improper Advantage:** No promises, offers, approvals, gifts, or receipt of any form of bribery or improper gain shall be made or accepted, with monitoring and enforcement procedures in place to ensure compliance with anticorruption laws.
- **Disclosure of Information:** All business dealings shall be transparently and accurately reflected in supplier records, with relevant information disclosed lawfully, and no falsification of documents or provision of false information.
- **Intellectual Property:** Intellectual property rights shall 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 shall be safeguarded.
- **Fair Business, Advertising and Competition:** Standards of fair business, advertising, and competition shall be upheld.

- **Protection of Identity and Non-Retaliation:** Establish whistleblower protection procedures to safeguard the confidentiality of whistleblowers and provide anonymous channels, ensuring employees need not fear of retaliation.
- **Responsible Sourcing of Minerals:** Suppliers shall take measures to ensure that the sources of metals such as tantalum, tin, tungsten and gold in their products comply with the OECD Due Diligence Guidance for Responsible Supply Chains of Minerals or equivalent due diligence standards.
- **Privacy:** Suppliers shall protect the personal information and privacy of business associates (including suppliers, customers, consumers, and employees), complying with relevant privacy and information security laws and regulatory requirements such as General Data Protection Regulation (GDPR).
- **Comply with the contract:** Shuttle expects suppliers to perform contracts and purchase orders by itself. Supplier shall not assign the rights or delegate or subcontract the duties under the contracts or purchase orders without Shuttle's consent.

## **Management System**

Suppliers shall establish a management system that complies with regulations, meets the requirements of this Code, and identifies and mitigates operational risks associated with this Code, while facilitating continual improvement.

- **Company Commitment:** Establish human rights, health and safety, environmental, and ethical written policies, ensuring commitments to due diligence and continual improvement, endorsed by management, and communicated openly through accessible channels in languages understood by employees.
- **Management Accountability and Responsibility:** Clearly identify senior executives and company representatives responsible for managing the system and implementing associated programs, and regularly review their operations.
- **Legal and Customer Requirements:** Establish procedures to comply with applicable laws and regulations and customer requirements, including those of this Code.
- **Risk Assessment and Risk Management:** Establish procedures to assess and control legal, environmental, health and safety, labor, and ethical risks associated with operations, including severe human rights risks and environmental impacts, to ensure regulatory compliance.
- **Improvement Objectives:** Set written performance objectives, targets implementation plan to improve social, environmental, health, and safety performance, and regularly assess their effectiveness.
- **Training:** Suppliers shall establish programs for training managers and workers to implement supplier's policies, procedures, and improvement objectives and to meet applicable legal and regulatory requirements.
- **Communication:** Establish procedures to clearly communicate supplier policies, practices, expectations, and performance to employees, suppliers, and customers.
- **Worker/Stakeholder Engagement and Access To Remedy:** Suppliers shall establish two-way communication procedures to facilitate feedback from employees and other stakeholders on this

Code enforcement, continuous improvement, and ensure that employees can safely raise complaints and opinions without fear of retaliation.

- Audits and Assessments: Suppliers shall conduct periodic self-evaluations to ensure conformity to legal and regulatory requirements, the content of the Code, and customer contractual requirements related to social and environmental responsibility.
- Corrective Action Process: Suppliers shall establish a process for timely correction of deficiencies identified by internal or external assessments, inspections, investigations and reviews.
- Documentation and Records: Suppliers shall create and maintain documents and records to ensure regulatory compliance and conformity to company requirements along with appropriate confidentiality to protect privacy.
- Supplier Responsibility: Suppliers shall establish a process to communicate Code requirements to suppliers and to monitor supplier compliance to the Code.

Name of Supplier:

Statutory Representative:

Tel: