

# **Chlitina Holding Limited**

## **Supplier Code of Conduct**

Chlitina Holding Limited (hereafter referred to as “the Company”) and its subsidiaries are committed to ensuring that all employees are treated with respect, work in a safe and secure environment, and that business operations bear environmental responsibility and uphold ethical conduct. We expect our operations, suppliers within the supply chain, and their downstream suppliers to jointly undertake the following social, environmental, and ethical responsibilities:

### **I. Labor Standards**

#### **1.1 Freely Chosen Employment**

Suppliers must ensure that all employees are employed voluntarily. Suppliers shall not employ any form of slavery (including modern slavery), forced labor, debt bondage, trafficked persons, or prison labor. Suppliers shall not restrict personal freedom, retain identification documents, or engage in human trafficking, including the transportation, harboring, recruitment, transfer, or receipt of such labor or services through threat, coercion, force, abduction, or deception. Employees shall not be required to pay deposits, recruitment fees, or other charges to employers or agents.

#### **1.2 Prohibition of Child Labor and Underage Workers**

1. Suppliers shall comply with all applicable laws and regulations concerning the minimum working age and prohibit the use of any form of child labor.
2. Suppliers shall effectively verify the age of all employees during recruitment. Underage workers below 18 years of age must not be assigned work that may endanger their health or safety.
3. Suppliers shall protect student workers and apprentices in accordance with applicable laws and regulations.

#### **1.3 Working Hours**

Suppliers shall comply with all applicable laws and regulations related to working hours and rest. All overtime must be voluntary. A standard workweek (excluding overtime) shall be determined in accordance with legal requirements and shall not exceed 48 hours. The total number of working hours per week shall not exceed 60

hours. Employees shall be given at least one day off after every six consecutive working days.

#### **1.4 Wages and Benefits**

Suppliers shall pay wages to employees in compliance with all applicable wage laws, including laws related to minimum wage, overtime pay, and statutory benefits. Suppliers shall pay employees in full and on time, directly to the employees, and provide clear and comprehensible pay statements.

#### **1.5 Humane Treatment**

Suppliers shall not use violence, including but not limited to verbal abuse, threats, corporal punishment, sexual harassment, or physical coercion against employees. Suppliers shall not conduct unlawful body searches or cross-gender body searches, nor threaten to carry out such acts.

#### **1.6 Non-Discrimination**

Suppliers shall not discriminate against employees in employment practices—including hiring, compensation, promotion, rewards, training opportunities, and termination—on the basis of race, skin color, age, gender, sexual orientation, gender identity and expression, ethnicity or nationality, disability, pregnancy, religious beliefs, political affiliation, membership in associations, protected genetic information, or marital status. Suppliers shall not require employees or prospective employees to undergo medical testing or examinations for discriminatory purposes.

#### **1.7 Freedom of Association**

Suppliers shall respect employees' rights, in accordance with local laws, to freely associate, to decide whether to join or not join trade union organizations, and to join employee committees. Employees shall have the right to communicate openly with management regarding working conditions and management practices, to resolve work-related issues, and to express grievances to management without fear of retaliation, intimidation, or harassment.

## **II. Health and Safety**

Suppliers shall provide a safe and healthy working environment. Conditions that seriously endanger life or health must be eliminated. Major fire or explosion hazards shall be prevented. Fatal accidents at work sites shall be proactively avoided. The

occurrence or spread of illnesses during work processes—such as mass infections caused by infectious disease outbreaks—must be prevented.

## **2.1 Working Conditions**

1. Suppliers shall obtain, maintain, and update all necessary health and safety permits and comply with the regulations stipulated in those permits.
2. Suppliers shall identify and assess potential health and safety risks (including fire safety, industrial hygiene, physically demanding work, machine guarding, etc.) and mitigate or eliminate those risks through hazard elimination, substitution, engineering controls, preventive maintenance, and safe working procedures (including lock out/tag out). Where necessary, appropriate personal protective equipment shall be provided. Furthermore, appropriate measures shall be taken to protect female workers, especially pregnant and nursing women, in terms of their health and safety.
3. Suppliers shall establish the necessary procedures and systems to prevent, manage, track, and report occupational injuries and illnesses, implement corrective actions to eliminate impacts, and assist employees in returning to work.
4. Suppliers shall provide appropriate health and safety training to employees in the local language and post health and safety-related information in the workplace.

## **2.2 Living Conditions**

Suppliers shall provide employees with clean toilet facilities and drinking water, and, where necessary, clean and sanitary food, storage, and dining facilities. Employee dormitories shall be maintained in a clean and safe condition and provide reasonable living space.

## **2.3 Emergency Preparedness**

Suppliers shall identify and assess potential emergencies and incidents, including but not limited to fires, explosions, fatal accidents, and mass poisoning. To minimize impact on personal safety, the environment, and property, suppliers shall implement emergency response plans and procedures, including: emergency reporting, on-site first aid, notification and evacuation procedures, regular training and drills, and recovery plans.

## **2.4 Personnel Safety**

Suppliers shall follow the safety rules below, ensure all employees fully understand and comply with them, and supervise their enforcement:

## **1. Working at Heights**

- (1) Absolutely no work at heights shall be performed unless the employee has received appropriate training and obtained proper certification.
- (2) Appropriate personal protective equipment must always be worn during work at heights.
- (3) Never walk or stand under suspended loads.
- (4) Never throw tools or other items while working at heights.

## **2. Driving Operations**

- (1) Seat belts must always be worn when driving or riding in a vehicle.
- (2) The use of handheld mobile phones while driving is strictly prohibited.
- (3) Speeding is strictly prohibited.
- (4) Fatigued driving is strictly prohibited.

## **3. Live Electrical Work**

- No live electrical work shall be performed unless the individual has received proper training and obtained the corresponding qualifications.

## **4. Alcohol or Drugs**

- Working under the influence of alcohol or drugs is strictly prohibited.

# **III. Environmental Protection**

## **3.1 Environmental Permits and Reporting**

Suppliers shall obtain, maintain, and update all required environmental permits (such as emissions monitoring), approval documents, and registrations, and comply with their operational and reporting requirements.

## **3.2 Product Environmental Requirements**

Suppliers shall comply with all applicable laws, regulations, and customer requirements regarding banned or restricted substances, and shall take effective measures to prohibit or restrict the use of specific substances in products and/or during manufacturing processes.

## **3.3 Prevention of Environmental Pollution**

Suppliers shall comply with all applicable laws and regulations concerning pollutants (including wastewater, exhaust gas, and solid waste), covering aspects such as production, transportation, storage, handling, and discharge. Suppliers shall reduce or

eliminate pollution at its source and prohibit the illegal discharge of toxic or hazardous pollutants. Noise pollution must also be prevented.

### **3.4 Energy Conservation and Emissions Reduction**

Suppliers shall adopt conservation and substitution measures to reduce the consumption of energy, water, and natural resources, thereby minimizing greenhouse gas emissions.

## **IV. Business Ethics**

To fulfill social responsibility, suppliers and their agents must adhere to the highest standards of ethical conduct, including the following:

### **4.1 Integrity and Anti-Corruption**

Suppliers shall uphold the highest standards of integrity in all business interactions. Corruption and dishonest conduct are strictly prohibited. Suppliers shall abide by the principles of: “no bribery, no gifts, no conflicts of interest, no falsification, no cutting corners, no commercial fraud, and honoring commitments.”

### **4.2 Intellectual Property Rights**

Suppliers shall respect intellectual property rights. When transferring technology, know-how, knowledge, or information, suppliers must protect intellectual property and safeguard customer information.

### **4.3 Fair Trade, Advertising, and Competition**

Suppliers shall uphold principles of fair trade, truthful advertising, and fair competition.

### **4.4 Protection of Identity and Non-Retaliation Policy**

Unless prohibited by law, procedures shall be established to protect the confidentiality and anonymity of whistleblowers, including upstream suppliers and employees.

Suppliers shall establish communication mechanisms to allow employees to voice concerns without fear of retaliation.

### **4.5 Responsible Mineral Sourcing**

Suppliers shall take reasonable steps to conduct due diligence on the source and chain of custody of metals such as tantalum, tin, tungsten, gold, and cobalt contained in

their products, and provide customers with necessary due diligence information upon request.

#### **4.6 Privacy**

Suppliers shall commit to protecting the reasonable privacy expectations of all individuals with whom they do business, including suppliers, customers, consumers, and employees. In collecting, storing, processing, transmitting, and sharing personal information, suppliers shall comply with applicable privacy and data security laws and regulations.

### **V. Management System Requirements**

Suppliers shall adopt or establish a management system to fulfill the responsibilities outlined above. The purpose of this management system is to ensure that the supplier's operations:

- (1) comply with our requirements and applicable laws and regulations;
- (2) fulfill the aforementioned responsibilities; and
- (3) can identify and mitigate operational risks related to these responsibilities.

Furthermore, the system must facilitate continuous improvement by the supplier.

### **VI. Whistleblowing Channel**

The Company has established a whistleblowing system. During the process of negotiation and contract fulfillment, if suppliers discover that any employees or related personnel of the Company and its subsidiaries are involved in corruption, theft, embezzlement, self-dealing, fraud, or any other unethical or dishonest conduct, they shall file a report in accordance with the Company's Whistleblowing and Complaint Management Procedure.

Reporting hotline: (886)2-2723-8666

Reporting mailbox: [ir@chlitinaholding.com](mailto:ir@chlitinaholding.com)

**VI. These regulations shall be implemented upon approval by the Board of Directors. Any subsequent amendments shall be subject to the approval of the Chairman.**

**VIII. Version Record**

Version	Amendment Description	Date
1	New document	2024.12.19