

Supplier code of conduct

Supplier Code of Ethics sets forth our commitments and is intended to be a guide with ethical principles and examples to enable our personnel and associated parties to act with highest standards of integrity. Based on these values, we launched the «Supplier Code of Ethics» which will be applicable to all suppliers, business partners and their contractors doing business with TINCI. New legislation and requirements (e.g. the Supply Chain Act) have been considered as well as the need for continuous improvements.

This Supplier Code of Ethics focuses on 2 main areas: Society and Environment. On the following pages you will find the commitments and representations each supplier makes when working with us.

(A) Society

1. Labor

1.1 Support the human rights of workers so that they are respected and dignified as agreed by the international community. Workers here include all temporary workers, migrant workers, student workers, contract workers, direct employees and any other type of workers.

1.2 We commit to not using or supporting the use of child labor that meets the above definition and to taking effective measures to avoid the mistaken recruitment of child labor.

1.3 Forced or compulsory labor

a) Commit to not use or support the use of forced or compulsory labor, not use prison labor, bonded labor, forced labor or other forms of involuntary labor, not use prisons or similar institutions as suppliers or subcontractors, and not require employees to pay "deposits" or deposit identification documents when they are hired.

b) Workers are not to be withheld from work in part of their wages, benefits, property or documents in order to force them to work continuously. Workers have the right to leave the workplace after completing standard working hours.

1.4 Working hours and rest

a) Comply with the provisions of applicable laws and industry standards regarding working hours and rest.

b) Accurate records of working hours should be kept regardless of whether the working hours are based on time, piecework or a combination of working hours approved by local laws and regulations.

c) Establish an effective overtime control mechanism to ensure that employees' overtime is voluntary and to ensure the physical and mental health of employees.

d) The weekly working hours shall not exceed the maximum limit prescribed by local laws. Except in emergency or abnormal circumstances, the working hours per week, including overtime, shall not exceed 60 hours, and workers shall be allowed at least one day off per week.

1.5 Basic wage guarantee and social insurance

a) The wages paid should at least meet the minimum wage standards set by the local government or industry, and provide benefits required by national laws.

b) Pay overtime wages in accordance with legal requirements.

c) When hiring employees, their working conditions, wages and salary treatment, and the payment cycle

should be stipulated in easy-to-understand written form in advance. Wage deductions cannot be used as a punishment measure, and any deductions should be made clear to employees.

d) The payment time of wages shall be operated in accordance with local government regulations and shall not be delayed or delayed.

e) Provide social insurance for employees in accordance with the law, including work-related injury insurance, and pay the corresponding insurance premiums in accordance with the law.

1.6 Establish a system to protect employees' rights and interests

a) Establish rules and regulations to protect the rights and interests of employees in accordance with the law, including working hours, rest and vacation, salary payment, labor discipline, dismissal and other matters, and publicize these systems in an appropriate manner so that employees can check them at any time.

b) Establish a labor safety and health system, strictly implement local labor safety and health regulations and standards, conduct labor safety and health education, prevent accidents during the labor process, and reduce occupational hazards.

1.7 Labor Contract

a) Signing a labor contract with an employee. The conclusion and modification of the labor contract shall follow the principles of equality, voluntariness and consensus, and shall not violate the provisions of laws and administrative regulations.

b) Terminate the labor contract of an employee in accordance with the law, and notify and compensate the party in writing in advance in accordance with the law.

1.8 Protection of Minor Workers and Female Employees

a) Minor workers may be employed as needed, but labor protection shall be provided in accordance with laws and regulations, including but not limited to: minor workers shall not be arranged to work in toxic and harmful positions, and minor workers shall not be arranged to work night shifts, etc.

b) Except for the types of work or positions that are not suitable for women as stipulated by local regulations, women shall enjoy equal employment opportunities with men.

c) It is prohibited to arrange female employees to engage in prohibited labor stipulated by local regulations, and it is prohibited to arrange female employees to engage in high-altitude, low-temperature, cold water operations and other prohibited labor stipulated by local laws during menstruation or pregnancy.

d) It is prohibited to arrange female employees to engage in prohibited labor stipulated by local regulations, extend working hours or work night shifts while breastfeeding infants under one year old.

1.9 Disciplinary measures

a) Treat all personnel with dignity and respect, and do not engage in or support corporal punishment, mental or physical coercion, verbal abuse, or treat employees in a rude or inhumane manner.

1.10 No discriminatory systems and behaviors

a) In matters involving hiring, compensation, training opportunities, promotion, dismissal or retirement, no discriminatory systems and behaviors based on race, nationality, religion, physical disability, gender, marital status, political affiliation or age shall be engaged in or supported.

b) Respect employees of different races and religious beliefs, and provide necessary convenience and conditions in terms of customs.

c) Any threatening, abusive, exploitative behavior and forced sexual harassment, including gestures, language and physical contact, shall not be allowed in the workplace, residences and other places provided or managed by it.

d) Under no circumstances shall employees be required to take pregnancy or virginity tests.

1.11 Respect employees' right to freedom of association and equal consultation

a) There are organizations that can represent and safeguard the legitimate rights and interests of employees and can independently carry out activities in accordance with the law (such as trade unions, employee representative conferences, clubs and other communication channels).

b) Employees have the right to participate in democratic management and equal consultation through employee conferences, employee representatives or other forms in accordance with the law.

c) Ensure that people participating in workers' organizations and worker representatives will not be discriminated against, harassed, coerced or retaliated because of union membership or participation in union activities, and employee representatives can maintain contact with the employees they represent at the workplace.

2. Health and Safety

2.1 Provide a safe and healthy working environment, pay attention to industry safety knowledge and specific safety hazards. Reduce safety hazards in the work process and work environment through practical measures, and take adequate measures to prevent accidents or personal injuries.

2.2 Employees should receive appropriate and adequate health and safety training so that they can fully understand the risk factors related to the work process and work environment, and how to minimize the risk.

2.3 Establish a mechanism for detecting, preventing and responding to factors and situations that may endanger the health and safety of employees and implement it routinely.

2.4 Provide labor protection supplies that comply with local regulations, conduct regular health examinations for employees engaged in occupational hazards, and provide special training for employees engaged in special operations and require them to obtain special operation qualifications.

2.5 Provide clean and hygienic toilet facilities, drinking water, and food storage facilities when necessary.

2.6 If accommodation is provided for employees, its facilities should be clean and meet the basic needs of employees.

2.7 If an employee canteen is provided, the canteen environment and food hygiene and safety must be ensured in accordance with relevant regulations.

2.8 Provide employees with effective health and safety instructions on a regular basis, including on-site instructions and (if necessary) dedicated work instructions.

2.9 Provide first aid and assist workers in obtaining subsequent treatment if an employee is injured at work.

2.10 Assess all risks to pregnant women outside of work behavior and ensure that reasonable measures are taken to eliminate or reduce their health and safety risks.

2.11 All personnel should have the right to leave the imminent serious danger, even without permission.

2.12 Identify and assess possible emergencies and accidents, and minimize the impact by implementing emergency plans, including: emergency reporting, employee evacuation, training and drills, fire alarms and fire extinguishing devices, safe exits and recovery plans, etc.

2.13 Establish a work-related injury investigation, analysis, and statistical process to reduce the incidence of accidents and work-related injuries.

3. Ensure that the products supplied to TINCI do not contain metals extracted from minerals or their derivatives from conflict areas. Conflict areas refer to areas that directly or indirectly fund or benefit armed groups and cause or contribute to human rights violations in mining or mineral trade.

4. Intellectual Property

Respect intellectual property and properly protect it when transferring technology and know-how.

5. No retaliation

A communication process will be established to ensure that employees can raise any issues without fear of retaliation.

(B) Environment

1. Pollution Control

a) Environmental Permits and Reporting: Obtain all environmental permits, approvals and registrations required by regulations and keep them up to date, as well as comply with the operating and reporting requirements of the permits.

b) Hazardous Substances: Identify and control hazardous chemicals and other substances that are released into the environment to ensure that they are safely handled, transported, stored, recycled or reused and disposed of.

c) Wastewater and Solid Waste: Wastewater and hazardous waste generated during production and operation should be classified, monitored, controlled and treated as required before discharge or disposal.

d) Air Emissions: Volatile organic chemicals, aerosols, particulates, ozone chemical depleting products and combustion by-products generated during operations should be identified, monitored, controlled and treated as required before discharge.

2. Energy saving and emission reduction

a) Reduce and eliminate all types of consumption (including water, electricity, natural gas and other energy) from the source or through practice (such as improving production, maintaining facility processes, replacing materials, saving natural resources, recycling and reusing materials).

b) Continue to introduce new technologies, new products, new management, etc. in terms of energy saving, material saving, and land saving.

c) Increase the proportion of green energy and new energy use, reduce greenhouse gas emissions, and achieve a low-carbon economy.

d) Improve equipment energy efficiency, reduce product energy consumption, promote dynamic energy saving, and reduce travel and transportation energy consumption.

3. Product environmental protection

a) Comply with all applicable laws, regulations and customer requirements regarding the prohibition or restriction of specific substances (including labels related to recycling and disposal).

b) Product production should promote lead-free and low toxicity control, and meet the relevant regulations on chemical management and toxic and hazardous substance control requirements.

Reference:

- United Nations Guiding Principles on Business and Human Rights
- International Bill of Human Rights
- Universal Declaration of Human Rights.
- United Nations Global Compact
- ILO Declaration on Fundamental Principles and Rights at. Work