

# RBA CODE OF CONDUCT

## 道德政策

Dou Yee Technologies, is committed to uphold highest standards of **ETHICS** by:

道益精密科技(安徽)有限公司采用最高道德标准:

- **Maintaining Highest Business Integrity**  
保持最高的商业诚信
- **Not Gaining Improper Advantage**  
不获取不正当利益
- **Not Withholding Information Illegally**  
不隐瞒非法信息
- **Protecting Intellectual Property**  
保护知识产权
- **Upholding Fair Approach In Business, Advertising And Competition**  
以公平方式参与商业, 广告及市场竞争
- **Protecting Identity of Whistleblower**  
确保举报人身份保密
- **Having Active Engagement With Community**  
积极参与社区活动

## Labour Policy

The company is committed to fulfilling its role as a responsible employer and a corporate citizen of good standing as well as to maintain a harmonious relationship with its employees and a sustained progressive development of its Human Resources:

公司承诺履行作为一个负责的雇主和良好信誉的企业公民的责任，维护与员工的和谐关系并维持其人力资源的逐步发展：

- I. Ensuring that its Labour Management Policies are in accordance with Local Labour Standards and Law as set by local regulatory bodies and or acceptable society norms.  
确保其劳动管理政策符合当地监管机构和可接受社会规范设置的劳动标准和法规。
- II. Developing its Labour Management Policies that will respect and protect the rights and interests of labour by providing equal employment and promotion opportunities without discrimination.  
发展劳动力管理政策，尊重和保护劳工的权利及兴趣，向其提供同等的就业及晋升机会，不歧视
- III. Ensuring that there is no coercion or unacceptable actions to forced, bonded employment or any employment of questionable repute  
确保不存在采取强迫或不可接受的行为，逼迫束缚普通员工或声誉遭受质疑的员工。
- IV. Establishing proper channels of communication between employees and management for enhancing understanding, facilitating dialogues and dispute resolutions 在员工和管理层之间建立适当的沟通渠道以增进了解，促进对话及解决争议。
- V. Providing and maintaining a safe, healthy, orderly, harassment-free work environment and observance of acceptable standards of work ethics.  
提供和维护一个安全，健康，有序，无骚扰的工作环境和遵守可接受的职业道德标准。
- VI. Investing into the educational, training and professional needs of Labour to equip employees with the necessary tools, understanding, practice and knowledge to do their jobs well.  
在教育，培训以及专业需要上进行投资，帮助劳工获得必要的工具，理解，实践及知识以更好地完成工作。
- VII. Provision of adequate leave, rest, benefits, considerations and the review of job demands towards achieving a work life balance for the employees and a positive working relationship with management.  
提供足够的休假，休息，福利，关怀并审查工作量以实现工作与生活的平衡并且与管理层建立良好的工作关系

# Health & Safety Policy

## 健康与安全政策

The **Management of Dou Yee Technologies**, are committed to provide a safe and healthy environment to all personnel within its premises for the purpose of work.

道益精密科技(安徽)有限公司承诺在以工作为目的的前提下，为所有员工提供安全健康的环境。

The company will ensure compliance with China Occupational Safety and Health Act and Regulations, other legislation and current industry standards by:

该公司将确保符合中国职业安全与健康法规及其它现行行业标准：

- providing and maintaining safe workplaces, plant and systems of work  
提供和维护安全的工作场所，工厂和工作体系
- providing information, instruction, training and supervision to ensure safe systems of work  
提供信息，指导，培训及监督，以确保安全的工作体系
- ensuring that nominated safety personnel are adequately trained and supported  
确保任命的安全员得到充分的培训和支持
- consulting and cooperating with safety and health representatives, employees and others  
同安全健康代表等进行咨询与合作
- providing and maintaining personal protective equipment as required  
按要求提供和维护个人防护装备
- Continuously reviewing and improving its safety performance.  
不断地检查和提高安全性能

All members of the workforce shall acknowledge their responsibilities pertaining to the safety, health and welfare of the company, and in conjunction with this policy, provide positive contributions to the safety and health of themselves and others in the workplace.

所有员工应明确与安全健康及公司福利有关的个人责任，并结合此政策在工作地点为自己及他人的安全和健康做出积极贡献。

# ENVIRONMENTAL POLICY

## 环保政策

We are committed to address all significant environmental aspects of our products, processes and services, meeting or exceeding all legislations, regulations and contractual obligations to customer.

我们承诺本公司所有的产品，生产程序和服务的环保指标将符合或超越有关的法规、条例 和合同所规定的义务范围。

To accomplish this policy, we will:

为履行此政策，我们将：

- **Prepare and control our activities meeting environmental standard legislations**  
检控我们的日常行为使之符合环保标准和环境法
- **Promote recycling and recovery of our waste**  
促进废料的再循环和再利用
- **Prevent pollution pro-actively**  
积极地预防环境污染
- **Practise a safe and healthy work environment**  
创建一个安全和健康的工作环境