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沛伟的社会责任方针 Pointwell Social Accountability Policy

本公司承诺遵守国家劳动法律法规、国际劳工标准、国际公约及 SA 8000:2014 标准的要求，持续改善工作条件和员工福利，特制定社会责任方针：

WE promise to comply with the national laws and regulations, international labour standards, international treaties and SA8000:2004 standard requirements, in continual improving our working environment and employee benefits and therefore establish our Social Accountability policies as below:

遵守国家法律、合理工时报酬、严禁使用童工
加强安全卫生、消除歧视行为、尊重自由结社

Secure National Regulation ♦ Rationize working hours and remuneration ♦

Prohibit Child Labour ♦ Enhance Health and Safety ♦

Eliminate Discrimination ♦ Respect Association Freedom

为满足 SA8000:2014 的要求，本公司的社会责任政策包括以下：

To fulfill the requirements of SA8000:2014, the company has the following policies:

- 遵守所有相关的要求

Complying with all relevant requirements

本公司在社会责任方面遵守 SA8000:2014 标准、国家法律、国际公约规范及其他适用的法律。

The company will comply with all requirements from SA8000:2014, national laws, international treaties and other appropriate regulations.

- 严禁使用童工及遵守法规的要求使用未成年工

Prohibited Child Labour and Legal Young Worker Management

本公司严禁使用童工，并且不选择使用童工的公司作为本公司的供方。本公司不会安排未成年工上晚班及进行对其身心健康和发展有危险或不安全的环境中。

The company prohibits child labour and refuses to co-operate any partnership with using child labour. The company will not arrange also any young workers working at night shift or any environment affecting their health and with potential risk or dangerous condition.



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➤ **禁止强迫或强制性劳动**

Prohibited Forced or Compulsory Labour

本公司不会强迫员工为本公司工作而扣留这些员工的任何工资、福利、财产或文件。本公司确保员工不承担全部或部分雇佣费用。员工有权利在标准工作时间完成后离开工作场所。本公司不会从事或支持贩卖人口。

The company will not tolerate any employee working here but with either payment, benefit, property or personal documents detained for any reason.

The company shall also ensure no bearing from employee for any employment expenses.

Employees have right to leave the working place after the working hours.

The company will not join and support any human trafficking activities.

➤ **加强工作场所健康和安**

Enhancement of Health and Safety in Working Place

本公司注重工作健康和安全的意识，定期为员工提供相关培训及演习。为员工提供一个安全的工作场所，注重劳动保护。

The company emphasizes always the working health and safety concept and will arrange the routine trainings and drills periodically, in providing a safe working place with appropriate protection.

➤ **尊重员工的自由结社**

Respect of Association Freedom

本公司允许职工有自由结社和参加工会的权利，承认并尊重雇员集会，进行集体谈判的权利。本公司允许工人自由选举自己的代表。承诺工会成员、工人代表和任何参与工会的员工不会因为其参与活动而受到歧视、骚扰、胁迫或报复。

The company offers the employees the right to form and join the labour unions, respects the union activities and negotiation rights.

The company allows employees to elect their worker representatives and promises no discrimination, disturbance, threat or revenge to be suffered no matter for association members, worker representatives or any worker joining unions.



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➤ 消除歧視行為

Elimination of Discrimination

本公司在僱用工人時禁止有歧視行為，在決定僱用、薪資、福利、懲罰、解僱方面應完全以個人的工作能力為依據。

The company prohibits any discrimination in recruitment. All the recruitment decisions, salary and remuneration offered, disciplinary practices, dismissal decisions etc. shall be based on the working performance and ability.

➤ 合理的懲罰措施

Rationized Disciplinary Practices

本公司給予所有員工尊嚴與尊重。本公司不允許以粗暴、非人道的方式對待員工。

The company will offer our employee honour and respect. No rude and inhuman treatment are allowed to the employees.

➤ 合理工時報酬

Rationized Working Hour and Remuneration

本公司會遵守工作時間的規定為員工安排合理的工作時間；在工資待遇方面本著遵守國家法規及根據國情滿足員工及家屬的基本生活需要。本公司不選擇那些以低於當地法律規定的最低工資要求付給工人工資的公司為供方。

The company will comply with legal requirements in arranging appropriate working hours for our employees. The salary offered will follow the national laws and fulfil the basic living standard of our employees and their families. WE will refuse any suppliers fail to meet the minimum wage requirements as partnership.



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➤ 社会责任管理系统

Social Accountability Management System

本公司根据 SA 8000:2014 标准的要求建立、执行及维持社会责任管理系统，包括社会责任风险识别和评估、监督、内部沟通、投诉管理、纠正和预防措施、社会责任培训及供方的管理。

The company will establish, implement and maintain the social accountability management system as per SA8000:2014 standard, including social accountability risk identification and evaluation, monitoring, internal communication, complaint management, corrective and preventive action, social accountability training and supplier management etc.

这方针、政策和 SA8000:2014 社会责任标准会在本公司的工作场所、宿舍及饭堂张贴。

This policies and SA8000:2014 standard shall be posted out in our working places, dormitories and canteen.

沛伟总经理 POINTWELL – Operation Director

苗若敬 Jorg Mueller

1 July 2016