

南京钢铁股份有限公司 供应商行为准则

Nanjing Iron & Steel Co., Ltd. Supplier Code of Conduct

第一条 总则

南京钢铁股份有限公司（以下简称“公司”）坚持高质量可持续发展理念，也期望供应商以同样的标准要求自身。本准则旨在对公司供应商的行为进行规范和监督。

I General Rules

Nanjing Iron & Steel Co., Ltd. (hereinafter referred to as the "Company") adheres to the concept of high-quality and sustainable development, and expects its suppliers to hold themselves to the same standard. The purpose of this Code is to regulate and monitor the behavior of the Company's suppliers.

第二条 适用范围

本准则适用于供应商，以及任何与公司有业务关系的单位或个人（以下简称“供应商”）。

II Coverage

This Code applies to suppliers, as well as any entity or individual that has a business relationship with the Company (hereinafter referred to as "suppliers").

第三条 整体要求

公司与供应商密切合作，希望所有供应商以符合商业道德的方式开展业务，共同履行企业社会责任，构建可持续的产业链。我们倡导：

III Overall Requirements

The Company works closely with its suppliers and expects all suppliers to conduct their business in an ethical business manner, to jointly fulfill their corporate social responsibility and to build a sustainable industrial chain. We advocate:

一、人权、社会和劳动权益

公司依照全球契约原则、世界人权宣言、国际劳工组织的各项公约和建议书以及公司的行为准则，期望供应商承诺能够做到：

- （一）支持并尊重国际法在其影响的范围内的人权保护；
- （二）保证不参与侵犯人权的行为；
- （三）致力于消除一切形式的强迫和强制劳动；
- （四）致力于切实有效地废除童工；
- （五）致力于消除在就业和职业发展中的歧视；
- （六）保证所有员工都能够不存在任何形式性骚扰风险的环境中工作；

（七）尊重所有员工自愿组建和加入工会、进行集体谈判与和平集会以及拒绝参加此等活动的法定权利；

（八）建立健全科学合理的工资收入分配制度，对从事相同工作、付出等量劳动、取得相同劳绩的劳动者，支付同等劳动报酬；

（九）根据国家相关法律法规、行业标准和各利益相关方的社会责任准则要求，合理安排员工的工作时间和休息时间，禁止强迫员工加班，维护员工的休息权利；

（十）尊重员工自由权利，包括雇佣自由、辞工自由，加班自由及行动自由。

1. Human, Social and Labor Rights

The Company, in accordance with the principles of the Global Compact, the Universal Declaration of Human Rights, the conventions and recommendations of the International Labor Organization, and the Company's Code of Conduct, expects suppliers to commit to:

1. Support and respect the protection of human rights in the sphere of influence of international law.

2. Pledge not to participate in human rights violations.

3. Committed to the elimination of all forms of forced and compulsory labor.

4. Committed to the effective and efficient abolition of child labor.

5. Committed to the elimination of discrimination in employment and career development.

6. Ensure that all employees are able to work in an environment free from the risk of any form of sexual harassment.

7. Respect the legal rights of all employees to voluntarily form and join labor unions, to engage in collective bargaining and peaceful assembly, and to refuse to participate in such activities.

8. Establish and improve a scientific and reasonable system for the distribution of wages and incomes, and pay equal remuneration to workers who perform the same work, put in the same amount of labor, and achieve the same results.

9. Reasonably arrange employees' working hours and rest time in accordance with relevant national laws and regulations, industry standards and the requirements of the social responsibility guidelines of all stakeholders, prohibit forced overtime work and safeguard employees' right to rest.

10. Respect employees' rights to freedom, including freedom of employment, freedom to resign, freedom to work overtime and freedom of movement.

二、职业健康与安全

公司期望供应商通过以下方式规范职业健康与安全要求：

（一）为确保在所有区域的工作人员和装置安全，供应商遵守如下规定：

1. 遵守风险防范计划；

2. 内部安全条例；

3. 在适当的地点及专业范围内进行良好的实践等；

（二）供应商确保从事的活动不会给其员工以及当地人口带来健康和安全危害；

（三）供应商向其员工提供合适的劳动保护用品；

（四）供应商仅任用具备能力和资格的员工；

（五）供应商确保称职人员在每个区域进行服务前获得许可；

（六）供应商在环境、卫生、职业健康和安全方面对员工进行培训；

（七）定期评估员工的工作能力；

（八）识别和减少事故风险，并通过以下方式实施适当的应急响应程序：

1. 进行风险评估；

2. 经常评估应急响应方案的有效性。

2. Occupational Health and Safety

The Company expects suppliers to standardize occupational health and safety requirements in the following ways:

1. To ensure the safety of staff and installations in all areas, suppliers comply with the following:

(a). Compliance with risk prevention programs.

(b). Internal safety regulations.

(c). Good practice in appropriate locations and within the scope of specialization, etc.

2. Suppliers ensure that the activities carried out do not pose a health and safety hazard to their employees as well as to the local population.

3. Suppliers provide their employees with suitable labor protection equipment.

4. Suppliers appoint only competent and qualified employees.

5. Suppliers ensure that competent personnel are licensed before performing services in each area.

6. Suppliers train their employees in environmental, hygiene, occupational health and safety.

7. Employees are regularly assessed on their ability to perform their jobs.

8. Identify and minimize the risk of accidents and implement appropriate emergency response procedures by:

(a). Conduct risk assessments.

(b). Regularly evaluate the effectiveness of the emergency response program.

三、环境保护

公司期望供应商做到如下环境保护要求：

（一）尊重公司每个工作现场的环境规定；

(二) 遵守环保法规；

(三) 采取必要的措施减少对环境的影响：

1. 减少能源和非再生资源的消耗；
2. 减少温室气体排放；
3. 减少日常造成水体、空气和土壤污染的排放；
4. 消除意外排放；
5. 通过跟踪废弃物的处理情况，减少在各种生产和销售环节产生的废弃物，提升资源使用效率；

(四) 大力支持环境友好型技术的开发和广泛应用；

(五) 承诺保护或促进生物多样性、森林和土壤管理。

3. Environmental Protection

The Company expects suppliers to fulfill the following environmental protection requirements:

1. Respect the environmental regulations at the Company's each work site.

2. Comply with environmental regulations.

3. Take necessary measures to reduce the impact on the environment:

(a). Reduce consumption of energy and non-renewable resources.

(b). Reduce greenhouse gas emissions.

(c). Reduce emissions that routinely cause pollution of water bodies, air and soil.

(d). Eliminate accidental emissions.

(e). Reduce waste generated in various production and sales processes by tracking the disposal of waste and enhancing resource utilization efficiency.

4. Strongly support the development and wide application of environmentally friendly technologies.

5. Committed to protect or promote biodiversity, forest and soil management.

四、隐私及个人资料保护

公司期望供应商通过以下方式尊重隐私和保护个人机密信息：

（一）合法、公平地处理个人资料；

（二）出于明确的合法目的，最小限度范围内收集和使用个人资料；

（三）保护个人资料免遭意外或非法破坏、丢失和披露；

（四）实施适当的个人资料安全和保护措施。

4. Privacy and Personal Data Protection

The Company expects suppliers to respect privacy and protect confidential personal information by:

1. Process personal data lawfully and fairly.

2. Collect and use personal data for a clear and legitimate purpose and to the minimum extent possible.

3. Protect personal data from accidental or unlawful destruction, loss and disclosure.

4. Implement appropriate security and protection measures for personal data.

五、商业道德

公司期望供应商达到如下商业道德要求：

（一）应以符合商业道德的方式开展业务，避免任何形式的贪污、勒索和贿赂行为；

（二）向公司披露可能存在的利益冲突信息；

（三）应在公平、公正和合法的环境下进行竞争，并遵守任何国家适用的与竞争相关的法律规定；

（四）应妥善保管与本公司业务合作过程中获悉的商业秘密、客户资料等信息，未经本公司许可，供应商不得擅自使用本公司的商标和字号。

5. Business Ethics

The Company expects suppliers to meet the following business ethics requirements:

1. Business should be conducted in an ethical business manner, avoid any form of corruption, extortion and bribery.

2. Shall disclose to the Company information on possible conflicts of interest.

3. Shall compete in a fair, just and lawful environment and comply with applicable competition-related legal requirements in any country.

4. Shall properly keep confidential all information such as trade secrets and customer materials obtained during the business cooperation with the Company. Without the Company's permission, the supplier shall not use the Company's trademarks and trade names without authorization.

六、其他要求

（一）向公司提供可持续发展分析及审核需要的信息和资源；

（二）根据公司做出的观察项，按照要求在规定的期限内采取合规行动和改善措施。

（三）应对提供的所有文件资料（包括但不限于质量证明书、检测报告、业绩证明等）的真实性及有效性负有全部责任。严禁冒用他人签名、伪造或篡改报告、以次充好、假冒品牌等任何形式的弄虚作假行为。

6. Other Requirements

1. Provide the Company with information and resources required for sustainability analysis and auditing.

2. Based on the observation items made by the Company, take compliance actions and improvement measures within the specified period as required.

3. Shall assume full and total responsibility for the authenticity and validity of all the documents and materials provided, including but not limited to quality certificates, test reports, and performance records. It is strictly prohibited to engage in any form of fraudulent conduct such as impersonating others' signatures, forging or tampering with reports, passing off inferior products as high-quality ones, and counterfeiting brands.

第四条 应用与监督

公司保留在与供应商就考察方式、范围、地点、内容等达成一致后进行实地考察的权利，以检查供应商是否遵守本准则。若未遵守，则供应商必须实施纠正和预防性行动计划。若供应商未能达到本准则要求，公司可能会终止与该供应商的关系。

供应商满足以上要求的程度和向公司提供信息的合规水平将在供应商年度评估中作为参考。

IV Application and Monitoring

The Company reserves the right to conduct on-site audits after reaching a consensus with the supplier on the inspection method, scope, location, content and other relevant matters, so as to check supplier's compliance with this Code. If there is a lack of compliance, the supplier must implement corrective and preventive action plans. If a supplier fails to meet the requirements of this Code, the Company may terminate its relationship with that supplier.

The extent to which a supplier meets the above requirements and the level of compliance in providing information to the Company will be used as a reference in the supplier's annual evaluation.

第五条 附则

本准则经公司董事会战略与 ESG 委员会审核生效，自发布之日起生效。

V Annex

This Code has been reviewed and approved by the Strategy and ESG Committee of the Board of Directors of the Company, which is effective as of the date of promulgation.