

TA YA Supplier Code of Conduct

TA YA values its supply chain partners and expects to jointly undertake sustainable transformation. In order to ensure the safety of the working environment, employee rights, environmental protection, and compliance with business ethics, TA YA Electric Wire & Cable has formulated this Supplier Code of Conduct based on the Responsible Business Alliance (RBA) Code of Conduct 7.0. TA YA requires its supplier partners to comply with and respond to this code to promote the sustainable development of the value chain.

This code consists of five parts:

- A. Labor and Human Rights
- B. Health and Safety
- C. Environmental Protection
- D. Business Ethics
- E. Management Systems

A. Labor and Human Rights

Ta Ya adheres to the "UN Guiding Principles on Business and Human Rights," the International Labor Organization's (ILO) "Declaration on Fundamental Principles and Rights at Work," and the "UN Universal Declaration of Human Rights." Following these principles, Ta Ya establishes regulations related to labor and human rights in its supply chain, with the basic requirement of full compliance with the regulations of the countries/regions where it operates.

1) Prohibition of Forced Labor ©

Suppliers are prohibited from using forced, bonded (including debt bondage), or indentured labor, involuntary or exploitative prison labor, slavery, or trafficking of persons. This includes using coercion, compulsion, threats, kidnapping, or fraudulent means to transport, harbor, recruit, deploy, or receive workers or services. In addition to prohibiting unreasonable restrictions on workers' entry into and exit from the workplace, workers' freedom of movement within the workplace, including workers' dormitories or living facilities, should not be unreasonably constrained.

2) Child labor ☉

Child labor (workers aged 15 to under 16) shall not be employed in any manufacturing process. Suppliers should implement appropriate mechanisms to verify the age of workers. Legitimate workplace learning programs that comply with all laws and regulations are not included in this prohibition. Workers under the age of 18 (young workers) shall not engage in work that may endanger their health or safety, including night shifts or overtime. Participants should appropriately maintain student records, rigorously review educational partners, and, in accordance with applicable laws and regulations, safeguard the rights of students to ensure proper management of student labor.

3) Working Hours ☉

The working hours should not exceed the maximum limit set by local laws. Additionally, the weekly working hours should not exceed 60 hours (including overtime), except in cases of emergencies or special circumstances. Any overtime must be voluntary. Workers should be allowed at least one day of rest every seven days.

4) Wages and Benefits ☉

Wages paid to workers should comply with all relevant wage laws, including laws concerning minimum wage, overtime, and statutory benefits. Overtime wages for workers should be higher than the regular hourly rate according to local legal regulations. It is prohibited to use wage deductions as a disciplinary measure. A clear and comprehensive wage statement should be provided to workers in a timely manner for each pay cycle, containing sufficient information to confirm the accuracy of the compensation paid to workers. Temporary, dispatched, and outsourced workers must be employed in accordance with local laws.

5) Prohibition of Inhumane Treatment ☉

Suppliers shall avoid harsh and inhumane treatment of employees, including any form of sexual violence, harassment, abuse, physical or psychological coercion, bullying, public humiliation, or verbal abuse; nor should there be any threats of engaging in such behaviors. Disciplinary policies and procedures related to these issues must have clear definitions and be communicated clearly to employees.

6) Non-Discrimination/Harassment ☉

Suppliers should commit to providing a workplace free of harassment and unlawful discrimination. The company must not discriminate or harass employees based on race, color, age, gender, sexual orientation, gender identity and expression, ethnicity or nationality, disability, pregnancy, religion, political affiliation, group background, veteran status, protected genetic information, or marital status in recruitment and actual work, such as affecting opportunities for wages, promotion, rewards, and training.

7) Freedom of Association ☉

Respect for the rights of all employees to organize and participate in the unions, collective bargaining, and peaceful assemblies they choose should be maintained, while also respecting the right of employees to refrain from such activities. Employees and/or their representatives should be able to openly communicate with management about working conditions and management practices, as well as share their thoughts and concerns without fear of discrimination, retaliation, threats, or harassment.

B. Health And Safety

This guideline was drafted with reference to recognized management systems such as ISO 45001 and the International Labor Organization's Occupational Health and Safety Management System guidelines.

1) Occupational Health and Safety ☉

Hazards in the workplace should be identified and assessed through control measures, including elimination, substitution of processes or materials, appropriate design, engineering and administrative controls, protective maintenance, and safe operating procedures (including lockout/tagout procedures) as well as ongoing safety training. Risks to the health and safety of workers, such as chemical, electrical, and other energy hazards, fire hazards, transportation hazards, and fall hazards, should be identified, evaluated, and mitigated. If hazards cannot be effectively controlled through these methods, employees should be provided with suitable and properly maintained personal protective equipment, as well as education and materials on these hazards and related risks. Reasonable measures should also be taken to keep pregnant and lactating women away from highly hazardous working environments, eliminate or reduce any occupational health and safety hazards they may face (including those associated with their assigned work), and provide suitable accommodations for lactating women.

2) Emergency Preparedness

Emergency preparedness should include identifying and assessing potential emergency situations and events and minimizing their impact through the implementation of emergency plans and contingency procedures, including emergency reporting, employee notification and evacuation plans, employee training, and drills. Emergency drills should be conducted at least once a year, or as required by local laws, whichever is more stringent. Emergency plans should also include appropriate fire detection and extinguishing equipment, unobstructed emergency exits, sufficient escape facilities, contact information for emergency personnel, and recovery plans. These plans and procedures should focus on minimizing hazards to life, the environment, and property as much as possible.

3) Occupational Injury and Illness

Procedures and systems should be established to prevent, manage, track, and report occupational injuries and illnesses, including the following provisions: encouraging employees to report; classifying and recording cases of occupational injuries and illnesses; providing necessary treatment; investigating cases and taking corrective measures to eliminate their root causes; and assisting employees in returning to work.

4) Industrial Hygiene

Suppliers should identify, assess, and control the impact of chemical, biological, and physical agents on employees. If any hazards are found, participants should seek opportunities to eliminate and/or reduce the hazards. If hazards cannot be eliminated or mitigated, appropriate design, engineering, and administrative control measures should be used to eliminate or control the hazards. If these measures are not effective in preventing hazards, participants should provide and ensure the proper maintenance of personal protective equipment for employees to use free of charge. The protection plan should be ongoing and include educational materials on the risks associated with these hazards.

5) Physically Demanding Work

Suppliers should identify, assess, and control the hazards posed to employees by physically demanding work, such as manual handling of materials or repetitive lifting of heavy objects, prolonged standing, and highly repetitive or intense assembly work.

6) Machine Safeguarding

Suppliers should assess the safety hazards of production equipment or other types of machinery. To prevent harm to workers that may be caused by machines, appropriate and properly maintained physical safeguards, interlocks, and barriers should be provided.

7) Sanitation

Suppliers should provide clean restroom facilities, clean drinking water, as well as hygienic cooking utensils, food storage facilities, and utensils. Dormitories provided by suppliers or labor intermediaries should be kept clean and safe, and should provide adequate emergency exits, hot water for bathing, sufficient lighting, appropriate ventilation, independent secure places for storing personal and valuable items, and suitable and convenient access to private spaces. For infectious diseases, suppliers should develop and implement plans and take reasonable steps to prevent, control, and respond to potential outbreaks among workers.

8) Health and Safety Communication

Suppliers should provide appropriate occupational health and safety information and training to employees in their spoken language or a language they understand, in order to identify all workplace hazards that employees may face, including but not limited to mechanical, electrical, chemical, fire, and physical hazards. Health and

safety-related information should be prominently displayed in the workplace or made available in a location where employees can easily see and access it. All employees should receive regular training before and after starting work. Employees should be encouraged to raise any health and safety concerns, ensuring that they are not subject to retaliation.

C. ENVIRONMENT

Suppliers should recognize environmental responsibility as an integral part of producing products. During their operations, suppliers should identify environmental impacts and minimize them to reduce adverse effects on the environment, biodiversity, and natural resources while safeguarding public health and safety. This guideline was drafted with reference to recognized management systems, such as the ISO 14001 Environmental Management System.

1) Environmental Permits and Reporting ☉

All required environmental permits (e.g. discharge monitoring), approvals, and registrations are to be obtained, maintained, and kept current and their operational and reporting requirements are to be followed.

2) Greenhouse Gas Emissions and Energy Consumption ☉

Suppliers should establish greenhouse gas reduction targets, track, record, and disclose emissions and energy consumption in Scope 1 and Scope 2 to achieve greenhouse gas reduction goals. Suppliers should also commit to improving energy efficiency and minimizing both greenhouse gas emissions and energy consumption.

3) Environmental Permits and Reporting ☉

Suppliers should take action to reduce or eliminate the emission of pollutants and the generation of waste, and comply with relevant regulations for emission and disposal; and should conserve natural resources by means of recycling, reusing, or other methods.

4) Waste Management ☉

Suppliers should implement systematic measures to identify, manage, reduce, and responsibly dispose of or recycle waste.

5) Air Emissions ☉

In the operation and emission process, suppliers should identify, characterize, monitor, control, and treat volatile organic compounds, aerosols, corrosive substances, particulates, substances depleting the ozone layer, and combustion by-products as required. Participants should also conduct routine inspections of exhaust gas emission control systems.

6) Hazardous Substances Management

Suppliers should identify, label, and manage chemicals, waste, and other substances that pose a risk to human beings or the environment, ensuring their safe handling, transportation, storage, use, recycling, reuse, and disposal.

7) Materials Restrictions

Suppliers are to adhere to all applicable laws, regulations, and customer requirements regarding the prohibition or restriction of specific substances in products and manufacturing, including labeling for recycling and disposal.

8) Water Resource Management ☉

Suppliers shall implement a water management program that documents, characterizes, and monitors water sources, use and discharge; seeks opportunities to conserve water; and controls channels of contamination. All wastewater is to be characterized, monitored, controlled, and treated as required prior to discharge or disposal. Participants shall conduct routine monitoring of the performance of its wastewater treatment and containment systems to ensure optimal performance and regulatory compliance.

9) Avoiding Ecological Impact ☉

Suppliers should avoid negative impacts on surrounding ecosystems from their operations, such as destroying local species habitats or affecting ecosystem diversity.

D. Business Ethics

To meet social responsibilities and to achieve success in the marketplace, suppliers and their agents are to uphold the highest standards of ethics including:

1) Business Integrity ☉

In all business interactions, the highest standards of integrity should be maintained. Suppliers should adopt a zero-tolerance policy to prohibit any form of bribery, corruption, extortion, and embezzlement.

2) Prevention of Improper Benefits ☉

Suppliers must not promise, offer, approve, provide, or accept bribes or other forms of improper benefits to obtain or retain business, transfer business to others, or gain improper advantages. Monitoring, record-keeping, and enforcement procedures should also be in place to ensure compliance with anti-corruption laws.

3) Information Disclosure

All business transactions should be transparent and accurately recorded in the participants' books and business records. Relevant information regarding labor, health and safety, environmental activities, business activities, organizational structure, financial status, and performance should be disclosed in accordance with applicable regulations and industry practices. Falsification of records or misrepresentation of the status or practices of the supply chain is prohibited.

4) Intellectual Property

Respect for intellectual property rights should be upheld. Technology and production knowledge should be transmitted in a manner that protects intellectual property. Customer and supplier data must also be safeguarded.

5) Fair Dealing, Advertising, and Competition ☉

Fair dealing, advertising, and competition standards should be upheld.

6) Protection of Identity and Prevention of Retaliation

Unless prohibited by law, participants should establish procedures to protect suppliers and employees who report violations, ensuring the confidentiality and anonymity of their identities. Participants should also establish communication procedures that allow employees to express their concerns without fear of retaliation.

7) Restriction on Conflict Minerals ☉

Suppliers are prohibited from using minerals originating from conflict regions (specifically the Democratic Republic of the Congo, Rwanda, Uganda, Burundi, Kenya, Tanzania, etc.) where minerals, including tin, tungsten, tantalum, and gold, are extracted under conditions of armed conflict and human rights violations. This policy ensures that metals such as tantalum, tin, tungsten, and gold contained in products do not directly or indirectly finance or benefit criminal armed groups involved in severe human rights violations in the Democratic Republic of the Congo and its neighboring countries.

8) Privacy Protection ☉

Suppliers should reasonably protect the personal information and privacy of anyone they have business dealings with, including suppliers, customers, consumers, and employees. Participants should comply with privacy and data security laws and regulatory requirements when collecting, storing, processing, transmitting, and sharing personal information.

E. Management Systems

Suppliers shall adopt or establish a management system with a scope that is related to the content of this Code. The management system shall be designed to ensure: (a) compliance with applicable laws, regulations and customer requirements related to the participant's operations and products; (b) conformance with this Code; and (c) identification and mitigation of operational risks related to this Code. It should also facilitate continual improvement. The management system should contain the following elements:

1) Company Commitment

Corporate social and environmental responsibility policy statements affirming Participant's commitment to compliance and continual improvement, endorsed by executive management, and posted in the facility in the local language.

2) Management Accountability and Responsibility

Suppliers shall clearly identify senior executive and company representative(s) responsible for ensuring implementation of the management systems and associated programs. Senior management reviews the status of the management systems on a regular basis.

3) Legal and Customer Requirements

A process to identify, monitor and understand applicable laws, regulations, and customer requirements, including the requirements of this Code.

4) Risk Assessment and Risk Management

A process to identify the legal compliance, environmental, health and safety³ and labor practice and ethics risks associated with Participant's operations. Determination of the relative significance for each risk and implementation of appropriate procedural and physical controls to control the identified risks and ensure regulatory compliance.

5) Improvement Objectives

Written performance objectives, targets and implementation plans to improve the Participant's social, environmental, and health and safety performance, including a periodic assessment of Participant's performance in achieving those objectives.

6) Training

Programs for training managers and workers to implement Participant's policies, procedures, and improvement objectives and to meet applicable legal and regulatory requirements.

7) Communication

A process for communicating clear and accurate information about Participant's policies, practices, expectations, and performance to workers, suppliers, and customers.

8) Worker Feedback, Participation and Grievance

Ongoing processes, including an effective grievance mechanism, to assess workers' understanding of and obtain feedback on or violations against practices and conditions covered by this Code and to foster continuous improvement. Workers must be given a safe environment to provide grievance and feedback without fear of reprisal or retaliation.

9) Audits and Assessments

Periodic self-evaluations to ensure conformity to legal and regulatory requirements, the content of the Code, and customer contractual requirements related to social and environmental responsibility.

10) Corrective Action Process

A process for timely correction of deficiencies identified by internal or external assessments, inspections, investigations, and reviews.

11) Documentation and Records

Creation and maintenance of documents and records to ensure regulatory compliance and conformity to company requirements along with appropriate confidentiality to protect privacy.

12) Supplier Responsibility

A process to communicate Code requirements to suppliers and to monitor supplier compliance Responsible Business Alliance Code of Conduct v7.0 14 to the Code.

Reference

During the drafting process of this code, the company referenced the following standard: Responsible Business Alliance Code of Conduct 7.0 (2021)

https://www.responsiblebusiness.org/media/docs/RBACodeofConduct7.0_English.pdf

(This code was released in December 2023: Supplier Code of Conduct 2023.12 version)