

第三方商业行为准则

Code of Business Conduct for Third Parties

长飞致力于成为信息传输与智慧联接领域的领导者，坚持以合乎法律和道德的方式开展所有商业活动，为践行“智慧联接 美好生活”的使命，长飞将依靠遍布全球的供应链、分销商、经销商等第三方按照本准则所述的合规与道德、人权与劳动以及环境、健康与安全等标准，与长飞携手合作。

YOFC is dedicated to leading the fields of information transmission and smart connectivity. We commit to conducting all business activities ethically and in compliance with legal standards. To advance our mission, "Smart Link, Better Life", YOFC relies on Third Parties, including supply chains, resellers, and distributors worldwide, to collaborate according to the compliance, ethics, human rights, labor, environment, health and safety standards described in this Code.

认识、理解和遵守本准则是向长飞供货、提供服务或与长飞合作的基本要求。第三方应积极采取行动，确保遵守这些要求，从而提升第三方自身的整体形象，创造更大的效益。长飞鼓励第三方以高出这些行为准则的标准行事。

Adherence to this Code is a fundamental requirement for all third parties engaged in providing goods and services to YOFC or collaborating with YOFC. Third Parties are expected to actively ensure compliance with these standards, thereby enhancing their own corporate image and creating greater benefits. YOFC encourages Third Parties to exceed the expectations set forth in this Code of Conduct.

本准则中的第三方指任何供应商、承包商、经销商、分销商、代理、顾问或在长飞开发、供应、制造或交付长飞产品及服务方面有合同关系的任何其他公司、单位或个人。

For the purposes of this Code, a "Third Party" includes any supplier, contractor, dealer, distributor, agent, consultant, or any other company, entity or individual that has a contractual relationship with YOFC in the development, supply, manufacture, or delivery of YOFC's products and services.

1. 合规与道德/Compliance and Ethics

第三方应在遵守所有适用的法律、法规、政策、指南、从业规范、技术规范、自律公约、国际行为准则等的前提下以透明和合乎道德的方式开展业务，具体包括：

Third Parties shall conduct their business in compliance with all applicable laws, regulations, policies, guidelines, professional standards, technical specifications, self-regulatory accords, and international codes of conduct, ensuring transparency and ethical business practices. Specific areas of focus include:

1.1. 反贿赂和反腐败/Anti-Bribery and Corruption

第三方不得直接或间接提供、承诺提供、给予、索要、收受、请求贿赂（金钱、礼品或任何有价值或利益的物品，包括非货币价值的款待，如提供实习或培训），或者给予或接受个人恩惠、财物或其他方面的报酬、好处或利诱，包括疏通费（指为获得或加速常规或必要行动的执行，如签发许可证或执照，而向现任或前任政府官员提供的任何有价值的现金或实物）或可能被视为长飞或代表长飞行贿的优待；也不得从事任何可能使第三方自己或长飞卷入腐败或贿赂的活动（包括不当款项）。

Third Parties are prohibited from directly or indirectly offering, promising, giving, demanding, receiving or soliciting bribes, which include but are not limited to money, gifts, or any items of value or benefit, including hospitality not quantifiable in monetary terms, such as the provision of internships or training. Third Parties shall not give or receive personal favors, property or any other form of compensation, benefits or inducements, including facilitation payments—defined as any cash or in-kind contributions given to current or former government officials to facilitate or expedite routine or necessary actions, such as the issuance of permits or licenses—or any preferential treatment that might be construed as a bribe on behalf of or as a representative of YOFC. Third Parties must refrain from engaging in

any activities that might involve themselves or YOFC in corruption or bribery, including any inappropriate financial transactions.

第三方应构建恰当的管理体系，杜绝发生腐败、舞弊事件，做到不行贿、无利益冲突、不输送利益。

Third Parties shall establish and maintain a set of management protocols designed to prevent corruption and fraud, ensuring no engagement in bribery, conflicts of interest, and improper benefit transactions.

1.2. 公平竞争/Fair Competition

第三方应遵从公平交易原则，不得从事相关反不正当竞争和反垄断法律法规规定的任何不公平竞争行为，包括：误导消费者，通过正式或非正式协议限制竞争，进行违反适用法律的定价等。

Third Parties shall comply with the principle of fair trade and refrain from any form of unfair competition as defined under applicable anti-unfair-competition and anti-monopoly laws and regulations, including avoiding practices that mislead consumers, restrict competition through formal or informal agreements, or involve price fixing in violation of applicable laws.

1.3. 知识产权与保密/Intellectual Property and Confidentiality

第三方应尊重和保护长飞的知识产权和商业秘密，不得将获知的商业秘密用于除双方合作之外的目的或擅自对外披露。未经长飞的书面授权，不得擅自使用长飞的商标、标识、品牌、域名等。

Third Parties shall respect and safeguard the intellectual property and trade secrets of YOFC. They shall not use any trade secrets obtained for any purpose other than those directly related to their engagement with YOFC, or disclose such secrets without authorization. Third parties are forbidden from using YOFC's trademarks, logos, brands, domain names, or any other proprietary marks without the express written consent of YOFC.

1.4. 数据隐私与安全/Data Privacy and Security

第三方在收集、存储、处理、传输和共享个人信息时应遵守隐私和信息安全法律及法规要求，采取合理措施保护自身及长飞的数据（包括相关人员的个人信息）安全，确保数据的保密性、完整性以及使用合法性。

Third parties shall adhere to applicable privacy and information security laws and regulations when collecting, storing, processing, transmitting, and sharing personal information. Third Parties shall implement reasonable measures to ensure the security of their own data and that of YOFC, including the personal information of associated individuals. Additionally, they must ensure the confidentiality, integrity, and lawful use of the data.

1.5. 贸易合规/Trade Compliance

第三方应遵守所有适用的贸易合规法律和法规，包括出口管制和国际制裁。

Third Parties shall comply with all applicable international and domestic trade compliance laws and regulations, including those related to export controls and sanctions.

1.6. 利益冲突/Conflict of Interests

第三方应避免因与长飞合作而产生实际或疑似利益冲突。在任何情况下，如果存在或可能存在实际的、潜在或可能被认为存在的利益冲突，第三方应及时告知长飞，采取相应措施避免长飞利益受损。

Third Parties shall avoid actual or apparent conflicts of interest that may arise from their engagement with YOFC. In any situation where an actual, potential, or perceived conflict of interest exists or is likely to exist, Third Parties shall promptly notify YOFC and take appropriate actions to prevent any harm to YOFC's interests.

2. 人权与劳工/Human Rights and Labor

第三方应维护员工的人权，尊重员工，使员工享有尊严，具体包括：

Third Parties shall uphold the human rights of employees and treat them with respect and dignity. Specific areas of focus include:

2.1. 自由择业/Freely Chosen Employment

第三方须在自愿的基础上雇佣员工，不得通过强迫、奴役、抵债、囚禁、契约等非自愿方式强制劳动，不得对雇员进行身体伤害或进行其他任何形式的强制性劳动，也不得参与人口贩运。

Third Parties shall employ individuals on the basis of voluntary consent, and shall not engage in any form of forced labor, including but not limited to coercive, enslaving, indebted, contractual or imprisonment-related labor practices. Third Parties shall not inflict physical harm on employees or engage in any other form of compulsory labor, nor shall they participate in any activities related to human trafficking.

2.2. 童工和青年工人/Child Labor and Young Workers

第三方须遵守所有适用的当地和国家的有关最低工作年龄的法律法规，不得使用童工。在中国，“童工”指未满16周岁的人；在其他国家，最低工作年龄应以相关法律法规要求为准。年龄低于18周岁的未成年工不得从事可能危及其健康或安全的工作。

Third Parties shall comply with all applicable local and national laws and regulations concerning the minimum age for employment, and shall not employ child labor. In China, “child labor” is defined as any individual under 16 years of age. The minimum working age in other jurisdictions shall be subject to relevant laws and regulations. Employees under the age of 18 are prohibited from performing hazardous work. Third Parties shall ensure the safety and compliance with legal protections for student workers or apprentices, particularly those who are underage.

2.3. 禁止歧视和骚扰/Non-Discrimination and Non-Harassment

第三方应提供一个不存在骚扰和人权侵犯（包括性骚扰、性虐待、体罚、暴力、精神或身体胁迫以及辱骂或者威胁进行这类行为）的工作场所，不得出现基于种族、年龄、性别、阶层、政治立场、宗教、婚姻状况、性取向、残疾、怀孕，或其他与工作能力无关的歧视。第三方应确保所有员工受到尊重和尊严待遇。

Third Parties shall maintain a workplace free from harassment and violations of human rights, including but not limited to sexual harassment, sexual abuse, corporal punishment, physical violence, mental or physical coercion, verbal abuse, or threats of such conduct. Third Parties must also provide a workplace where there is no discrimination based on race, age, gender, socioeconomic class, political affiliation, religion, marital status, sexual orientation, disability, pregnancy, or any other characteristics that are unrelated to job performance. Third Parties shall ensure that all employees are treated with respect and dignity.

2.4. 工资、福利和工作时间/Wages, Benefits and Working Hours

第三方须确保所有支付的工时工资至少满足最低法定工资标准或当地行业薪酬最低标准，并按法律要求提供福利、支付加班费及奖金。第三方应以口头或书面形式与所有员工沟通其在适用法律及在该工作场所有权获得的工资、奖励、福利和奖金。

第三方应遵守所有适用的与工作时间及休息相关的法律法规，所有加班必须自愿，并符合所在国家规定和国际标准。

Third Parties shall pay all employees at least the minimum wage as prescribed by applicable local, national, or industry-specific standards in the jurisdiction where they operate. Additionally, Third Parties shall provide legally mandated benefits, overtime compensation, and bonuses. Third Parties shall clearly communicate to all employees, either orally or in writing, the details of their compensation, including wages, benefits, bonuses, and any other forms of remuneration to which they are entitled under the relevant laws of the jurisdiction in which they are employed. Third Parties shall comply with all applicable laws and regulations concerning working hours, rest periods, and overtime. All overtime work must be voluntary and conform to both national and international labor standards, ensuring fair labor practices across all operational regions.

2.5. 结社或申诉自由/Freedom of Association and Appeal

第三方须尊重所有员工组建、加入行业组织工会，并拥有在适用法律下，以和平、合法方式集体谈判的权利，不得在员工自由结社或集体谈判时加以骚扰、恐吓或报复。第三方应为员工的申诉采取保密措施。

Third Parties shall respect the rights of all employees to form or join trade unions and to engage in collective bargaining in a peaceful and lawful manner as permitted by applicable laws. Third Parties shall not harass, intimidate, or retaliate against employees who participate in such associations or collective bargaining processes. Third Parties shall implement confidentiality measures to protect the privacy of employee grievances.

3. 环境、健康与安全/Environment, Health, and Safety

第三方应提供安全健康的工作环境，并以对环境负责的有效方式开展经营以尽量减少对环境的不利影响。具体包括：

Third Parties shall provide a safe and healthy workplace, operate in a manner that minimizes environmental impact, and comply with all applicable environmental laws. Specific areas of focus include:

3.1. 环境合规和报告/Environmental Compliance and Reporting

第三方应获取、维护并及时更新所有必需的环境许可证、排放监测、批准文件及登记文件，并遵守其关于运营和报告的要求。

Third Parties shall obtain, maintain, and promptly update all requisite environmental permits, emission monitoring records, approval documents, and registration certificates. Additionally, Third Parties shall adhere to all regulatory requirements concerning operations and reporting associated with these environmental credentials.

3.2. 产品环保要求/Product Environmental Compliance

第三方应遵守所有适用的有关禁止或限制性物质的法律法规（如 RoHS、REACH 等）和长飞要求，采取有效措施禁止或限制在产品中及/或制造过程中使用特定的物质。

Third Parties shall comply with all applicable laws and regulatory requirements concerning prohibited or restricted substances, including but not limited to standards such as RoHS, REACH, as well as specific requirements set by YOFC. Third Parties shall implement effective measures to prevent or limit the use of designated substances in both the product composition and manufacturing processes.

3.3. 预防环境污染/Environmental Pollution Prevention

第三方应遵守所有适用的有关污染物（包括废水、废气、固体废物、噪声等）的法律法规，包括相关的制造、运输、存储、处理和排放等方面的要求，从源头上降低或消除污染的产生和排放，禁止违法排放有毒有害污染物，预防噪音污染。

Third Parties shall comply with all applicable laws and regulations concerning pollutants, including wastewater, waste gases, solid waste and noise, including requirements concerning manufacturing, transportation, storage, treatment, and disposal practices aimed at reducing or eliminating pollution at the source. Third Parties are strictly prohibited from unlawfully emitting toxic or harmful pollutants and are required to implement measures to prevent noise pollution.

3.4. 节能降碳及循环经济/Energy Conservation, Carbon Reduction, and Circular Economy

第三方应遵守所有适用的有关温室气体排放及能源的法律法规，建立温室气体排放及能源管理机制，识别、监控和最大限度减少自身温室气体排放、能源及资源的消耗，包括开展节能降碳举措，增加可再生能源利用，提高能源、水资源、原材料及其他资源的利用效率，从源头减少废弃物的产生，增加可再生、可循环材料的使用，减少温室气体排放，并持续开展产品生态设计及全生命周期的产品碳足迹研究，推动循环经济。

Third Parties shall comply with all applicable laws and regulations concerning greenhouse gas emissions and energy use, and shall establish and maintain a management system for monitoring and minimizing their greenhouse gas emissions and energy consumption, including implementing energy-saving and carbon reduction initiatives, enhancing the utilization of renewable energy sources, and increasing the efficiency of energy, water, raw materials and other resources. Third Parties shall minimize waste generation at the source, promote the use of renewable and recyclable materials, and reduce overall greenhouse gas emissions. Third Parties shall continually engage in research and development of eco-friendly product designs and conduct life-cycle assessments of products' carbon footprint to

advance the principles of a circular economy.

3.5. 负责任的矿物采购/Responsible Mineral Sourcing

第三方应开展负责任的矿物管理、尽职调查等程序，确保其产品中所含的钽、锡、钨、金、钴和云母等及其衍生物的开采和贸易不会以直接或间接的方式助长非法武装冲突或支持侵犯人权、危害环境、存在健康安全隐患的行为。

Third parties shall implement responsible mineral management practices and conduct thorough due diligence processes to ensure that the extraction and trade of minerals such as tantalum, tin, tungsten, gold, cobalt, and mica and their derivatives contained in the products do not directly or indirectly contribute to illegal armed conflict or support activities that violate human rights or pose risks to the environment, health, and safety.

3.6. 工人保护/Worker Safety and Health

第三方应保护员工和在其场所作业的其他人员的健康和安全，提供适当的培训、资源、监督，以便员工和场所内的其他人员具备必要的技能、避免遭受任何危害。

Third Parties shall protect the health and safety of all employees and personnel within their facilities, and provide adequate training, resources, and oversight to ensure that all individuals on the premises possess the requisite skills and are protected from any potential hazards.

3.7. 应急准备和响应/Emergency Preparedness and Response

第三方应识别和评估工作场所的紧急情况，实施应急预案和适当行动，预防、纠正和控制这些情况以及减少这些情况给自身和长飞造成的影响。

Third Parties shall identify and assess potential emergencies within their workplaces and implement comprehensive emergency response plans and appropriate measures, to prevent, mitigate, and manage emergencies effectively and to minimize their impact on both their own operations and those of YOFC.

4. 管理体系/Management Systems

第三方须建立并执行有助于符合本准则的管理体系、机制和流程，具体包括：

Third Parties shall develop and implement management system, mechanism and processes that facilitate compliance with this Code. Specific areas of focus include:

4.1. 承诺与责任/Commitment and Accountability

第三方承诺遵守适用的法律法规，分配适当的资源，定期进行内审和管理评审，建立内部考核问责机制，以实现遵守本准则的承诺。

Third Parties shall comply with applicable laws and regulatory requirements, allocate the necessary resources, conduct periodic internal audits and management reviews, and establish robust internal evaluation and accountability mechanisms to ensure compliance with this Code.

4.2. 风险管理/Risk Management

第三方应建立有效机制来监控、识别和控制第三方与长飞合作相关的风险。

Third Parties shall develop and implement effective mechanisms for monitoring, identifying, and managing risks associated with their engagement with YOFC.

4.3. 文件记录/Documentation

第三方应记录并维护证明自身遵守了本准则和适用法律、法规、指导方针和行业准则的文档。在合理必要时，向长飞提供相关文档。

Third Parties shall maintain accurate records and documentation demonstrating their compliance with this Code, as well as applicable laws, regulations, guidelines, and industry guidelines. When reasonably required, Third Parties shall provide such documentation to YOFC.

4.4. 培训和能力/Training and Competency

第三方应制定培训计划，确保管理层和其他员工拥有恰当的知识、技能和能力水平，以达到本准则的要求。

Third Parties shall develop and implement a training program that ensures management and employees attain sufficient knowledge, skills, and competencies to meet the standards set forth in this Code.

4.5. 持续改进/Continuous Improvement

第三方应该通过制定目标、实施计划并采取适当、必要的措施纠正通过内外部评估、检查或者管理审查而发现的任何缺陷或不足，以实现持续改进。

Third Parties shall continuously enhance their internal control systems by setting clear objectives, executing strategic plans, and applying necessary corrective measures to address any shortcomings identified by internal or external assessments, inspections, or management audits.

4.6. 业务连续性/Business Continuity

第三方应制定和实施适当的业务连续性计划，以支持长飞业务运作。这些计划应能迅速恢复部分或全部中断的关键职能并能保持这一迅速恢复能力，以尽量减轻对长飞业务的影响和保护长飞的商誉。

Third Parties shall develop and implement comprehensive business continuity plans to support the operations of YOFC. Third Parties shall maintain and update these plans regularly to ensure the rapid restoration of all critical functions that may be partially or fully disrupted, thereby minimizing operational disruptions and safeguarding YOFC's reputation.

4.7. 举报问题/Reporting Concerns

第三方应建立管理体系，鼓励并使得所有员工在不必担心打击、报复的环境中举报工作场所的问题或潜在非法活动，进行及时和必要的调查并采取适当的纠正措施。第三方可通过如下途径向长飞举报任何违反本准则或长飞相关政策、标准或价值观的情况：

compliance@yofc.com, 027-63490400; 长飞将审查/调查第三方举报的问题。

Third Parties shall create a management framework that facilitates and encourages all employees to report workplace issues or suspected illegal activities without fear of retaliation. This framework should support the conduct of prompt and necessary investigations and the implementation of appropriate corrective actions. Third parties may report any breaches of this Code or violation of YOFC's relevant policies, standards, or ethical guidelines to YOFC via the following email: compliance@yofc.com, 027-63490400; YOFC will undertake reviews and investigations of reports submitted by Third Parties.

4.8. 沟通/Communication

第三方应建立有效体系，以传达本准则或第三方对其供应商或承包商制定的同等准则。

Third Parties shall develop and implement effective systems to disseminate this Code, or equivalent standards they have established, to their suppliers and contractors.