

Anti - Bribery Policy

Observe law and discipline, be honest and trustworthy, avoid bribery and supervise the report.

Policy interpretation:

Observe law and discipline: observe Anti-Bribery laws and regulations and company regulations.

Be honest and trustworthy: that is, be loyal and honest, not lying, not cheating, not deceiving others for sinister purposes; keep your words, reputation, promise and company's commercial secrets; handling personnel or event handlers should protect (keep the secret of) the complainants.

Avoid bribery: focusing on the organization of Anti-Bribery policies to eliminate the phenomenon of bribery.

Supervise the report: encourage employees to report various irregularities and violations.

Reporting and Complaint Policy

Firstly, the company sets a president's mailbox and it is located at the front desk of the administration building. Employees or external customers may report on any violation of discipline or misconduct within the company. The president's mailbox opens on the first working day of each month.

Secondly, you may make a complaint report by means of telephone, short message, letter, email or face to face report. The president's staff office shall be responsible for the daily management of complaints and reports. The handling person should be the **Assistant vice president** of the president's staff office. Specific reporting channels are as follows:

Hotline: +86 512-5229 8101(external) 8101(internal)

Tel: 1891366631(external and internal)

Letter mail address: **Assistant vice president** of the president's staff office

Yieh Phui Road, Riverside Industrial Park, Chang Shu Economic
Development Zone

Email: 14224@yiehphuichina.com(external and internal)

Thirdly, no matter how the complaint or reporting is conducted, the person who is responsible for handling the complaint and reporting should contact with the complainants. Otherwise, the report management department has the right to refuse to accept the case. Handling personnel or event handlers should protect (keep the secret of) the complainants.