

## Siemens Group Code of Conduct

for Suppliers and Third Party Intermediaries

## 西门子集团 —— 供应商及第三方中间人行为准则

This Code of Conduct defines the basic requirements placed on the suppliers and third party intermediaries of the Siemens Group concerning their responsibilities towards their stakeholders and the environment. The supplier and/or third party intermediary declares herewith to:

本行为准则规定了有关西门子产品及服务供应商及第三方中间人应对其利益相关人以及环境承担的责任的基本要求。供应商和/或第三方中间人在此声明：

### Legal Compliance

#### 遵守法律

- Comply with the laws and regulations of the applicable legal systems.  
遵守适用法律体系中的法律和法规。

### Human Rights and Labor Practices

#### 人权以及劳动行为

To ensure respect of all internationally proclaimed human rights by avoiding causation of and complicity in any human rights violations, heightened attention shall be paid to ensuring respect of human rights of specifically vulnerable rights holders or groups of rights holders such as women, children or migrant workers, or of (indigenous) communities.

确保尊重所有国际公认的人权，不从事或参与任何侵犯人权的行为，尤其确保弱势个体及群体（如妇女、儿童、移徙工人或土著居民）的人权得到尊重。

#### ➤ Prohibition of Forced Labor

##### 禁止强迫劳动

- Neither use nor contribute to slavery, servitude, forced or compulsory labor and human trafficking.  
不得实施或助长奴役、劳役、强迫劳动和贩卖人口等行为。

#### ➤ Prohibition of Child Labor

##### 禁止雇用童工

- Employ no workers under the age of 16 or, in those countries subject to the developing country exception of the ILO Convention 138, employ no workers under the age of 14.  
不雇用未满十六（16）周岁的员工；或者在不违背国际劳工组织（ILO）公约第 138 号规定的发展中国家例外的前提下，在这些国家不雇用未满十四（14）周岁的童工。
- Employ no workers under the age of 18 for hazardous work according to ILO Convention 182.  
根据 ILO 公约第 182 号规定，不雇用未满 18 岁的员工从事有害工作。
- If the age standard for prohibiting the employment of child labor as stipulated by applicable laws and regulations is higher than the above age standard, the relevant laws and regulations shall be complied with.  
如果适用的法律法规所规定的禁止雇用童工的年龄标准高于上述年龄标准，应适应相关法律法规。

#### ➤ Non-Discrimination and Respect for Employees

##### 禁止歧视、尊重员工

- Promote equal opportunities and treatment of employees, irrespective of skin color, race, nationality, ethnicity, political affiliation, social background, disabilities, gender, sexual identity and orientation, marital status, religious conviction, or age.

为员工提供平等的机会和待遇，无差别对待不同肤色、种族、国籍、民族、政治立场、社会背景、残疾与否、性别、性身份与取向、婚姻状况、宗教信仰或年龄等。

- Refuse to tolerate any unacceptable treatment of individuals such as mental cruelty, sexual harassment or discrimination including gestures, language and physical contact, that is sexual, coercive, threatening, abusive or exploitative.  
拒绝容忍以任何无法接受的方式对待个人，例如精神虐待、性骚扰或性别歧视，包括与性别的、强迫性、威胁性、污秽的或剥削性有关的手势、语言和身体接触等行为。

## ➤ Working Hours, Wages & Benefits for Employees

员工的工作时间、工资和福利

- Recognize the legal rights of workers to form or join existing trade unions and to engage in collective bargaining; neither disadvantage nor prefer members of employee organizations or trade unions.  
承认员工组建工会或加入现有工会并参与集体谈判的合法权利；对待员工组织或工会成员，应秉持一视同仁的态度。
- Adhere to all applicable working-hours regulations globally.  
在全球范围内遵守所有适用的工作时间规定。
- Pay fair wages for labor and adhere to all applicable wage and compensation laws globally.  
支付公平的酬劳，并遵守全球范围内所有适用的工资和薪酬法律。
- In the event of cross-border personnel deployment adhere to all applicable legal requirements, especially with regard to minimum wages.  
在跨境派遣人员时，遵守所有适用的法律要求，特别是关于最低工资的要求。

## ➤ Health & Safety of Employees

员工的健康与安全

- Act in accordance with the applicable statutory and international standards regarding occupational health and safety and provide safe working conditions.  
遵守有关职业健康和安全的适用法规和国际标准，为员工提供安全的工作环境。
- Provide training to ensure employees are educated in health & safety issues.  
提供培训，确保员工接受健康和安全教育。
- Establish a reasonable occupational health & safety management system<sup>1</sup>.  
建立合理的职业健康和安全管理体系统<sup>1</sup>。

## ➤ Grievance Mechanism

举报机制

- Provide access to a protected mechanism for their employees to report possible violations of the principles of this Code of Conduct.  
建立保护员工的举报机制，鼓励员工举报任何潜在违反本准则的行为。

## **Environmental Protection**

### **环境保护**

- Act in accordance with the applicable statutory and international standards regarding the environment. Minimize environmental pollution and make continuous improvements in environmental protection.  
按照适用的环境保护法定标准和国际标准行事。减少环境污染，不断完善环境保护措施。
- Establish a reasonable environmental management system<sup>1</sup>.  
建立合理的环境管理体系<sup>1</sup>。

## **Fair Operating Practices**

### **公平经营**

#### ➤ Anti-Corruption and Bribery

反对腐败和贿赂

- Tolerate no form of and do not engage directly or indirectly in any form of corruption or bribery and do not grant, offer or promise anything of value to a government official or to a counterparty in the

private sector to influence official action or obtain an improper advantage. This includes to renounce from giving or accepting improper facilitation payments.

不容忍任何形式的直接或间接的腐败贿赂行为，不以影响官方行为或获取不当利益为目的，向公职人员或私营领域的交易对方授予、提供或承诺任何有价值物，包括不得给予或接受不当的通融费。

## ➤ Fair Competition, Anti-Trust Laws and Intellectual Property Rights

公平竞争、反垄断法与知识产权

- Act in accordance with national and international competition laws and do not participate in price fixing, market or customer allocation, market sharing or bid rigging with competitors.  
依照国家和国际通用的竞争法行事，不参与限定价格、划定市场或客户、分割市场或与竞争对手操纵投标等活动。
- Respect the intellectual property rights of others.  
尊重他人的知识产权。

## ➤ Conflicts of Interest

利益冲突

- Avoid and/or disclose internally and to Siemens all conflicts of interest that may influence business relationships, and to avoid already the appearance thereof.  
避免或披露有可能产生影响业务关系的利益冲突行为或信息，包括企业内部以及西门子。

## ➤ Anti-Money Laundering, Terrorism Financing

反洗钱、反资助恐怖主义

- Not directly or indirectly facilitate money laundering or terrorism financing.  
不得直接或间接参与洗钱或资助恐怖主义。

## ➤ Data Privacy

个人信息和隐私

- Process personal data confidentially and responsibly, respect everyone's privacy and ensure that personal data is effectively protected and used only for legitimate purposes.  
以保密和负责的方式处理个人信息，尊重每个人的隐私，并确保个人信息得到有效保护并且只能用于合法目的。

## ➤ Export Control and Customs

出口控制与海关

- Comply with the applicable export control and customs regulations.  
遵守适用的出口控制和海关条例。

## **Responsible Minerals Sourcing**

### **负责任的矿产采购**

- Take reasonable efforts to avoid in its products the use of raw materials which originate from Conflict-Affected and High-Risk Areas and contribute to human rights abuses, corruption, the financing of armed groups or similar negative effects.  
采取适当措施，避免在产品中使用来自受冲突影响和高风险地区原材料，避免造成侵犯人权、腐败、资助武装团体或类似的负面影响。

## **Supply Chain**

### **供应链**

- Use reasonable efforts to make its suppliers comply with the principles of this Code of Conduct.  
采取适当措施，使次级供应商遵守本行为准则。
- Comply with the principles of non-discrimination with regard to supplier selection and treatment.  
在选择和对待供应商方面，遵守非歧视原则。

<sup>1</sup> <https://new.siemens.com/global/en/company/sustainability/sustainablesupplychain.html>