

吉林电力股份有限公司供应商行为政策

Supplier Code of Conduct of Jilin Electric Power Co., Ltd.

《吉林电力股份有限公司供应商行为政策》（以下简称“供应商行为政策”或“本政策”）阐明了吉林电力股份有限公司（以下简称“吉电股份”、“本公司”、“我们”或“公司”）在全部经营领域和所有运营地的可持续发展理念。吉电股份对供应商的选择和评估不仅要考虑经济标准，环境保护、健康安全、劳工权益合规、劳动力以及反歧视、反舞弊、反腐败政策同样重要。

The Supplier Code of Conduct of Jilin Electric Power Co., Ltd. (hereinafter referred to as the "Supplier Code of Conduct" or "the/this Code") outlines the sustainability principles upheld by Jilin Electric Power Co., Ltd. (hereinafter referred to as "Jilin Electric Power", "the Company", "we", or "our Company") across all business operations and in all regions where the Company operates. In selecting and evaluating suppliers, Jilin Electric Power considers not only economic criteria but also places significant importance on environmental protection, health and safety, labor rights compliance, labor management, and adherence to policies against discrimination, fraud, and corruption.

吉电股份积极主动履行央企政治责任和社会责任，将“绿色发展、服务公众、诚信为本、合作共赢”的 ESG 理念，贯穿企业发展和生产经营各层面、全过程。这些活动都证明了吉电股份如何承担起道德、社会和生态标准方面的责任，以及吉电股份各公司如何在自己的日常运营中践行可持续发展原则。

As a state-owned enterprise (SOE), Jilin Electric Power actively fulfills its political and social responsibilities, by integrating the ESG principles of "green development, public service, integrity, and win-win cooperation" into every aspect of the Company's development and business operations. These actions demonstrate Jilin Electric Power's commitment to upholding ethical, social, and environmental standards, as well as how its subsidiaries implement sustainable development principles in their daily operations.

我们期望供应商按照准则行事，至少需要所有供应商在其经营区域内遵守适用的法律和

法规。我们承诺通过公开、透明、诚信的信息披露，以负责任的态度明确我们的供应商应当遵守的各项行为准则，从而推动吉电股份管理和业务的可持续、高质量发展。

We expect our suppliers to conduct business in accordance with these guidelines and, at a minimum, to comply with all applicable laws and regulations in the regions where they operate. Through open, transparent, and honest disclosure of information, we are committed to clearly defining the behavioral standards that suppliers are expected to follow. This approach promotes the sustainable and high-quality development of Jilin Electric Power's management and operations.

我们将每年根据自身业务发展、行业惯例及同行最佳实践及时对供应商行为政策进行审视和更新。

We will review and update the Supplier Code of Conduct annually, in line with our business development, industry practices, and the best practices of our peers.

一、适用群体

I. Applicability

供应商行为政策适用于吉电股份及所管各公司的目前的和潜在的供应商、咨询公司、代理和任何向吉电股份提供产品或服务的各方。

This Supplier Code of Conduct applies to all current and potential suppliers, consulting firms, agents, and any other parties providing products or services to Jilin Electric Power or its subsidiaries.

二、适用范围

II. Scope of Application

供应商行为政策适用于以公司名义开展的一切采购活动。

This Supplier Code of Conduct applies to all procurement conducted in the name of the Company.

三、声明

III. Statement

制定本政策是为了确保吉电股份及所管各单位的供应商遵守所有运营地所适用的各项法律法规，并实施和执行有效的举措，以确保供应商在所有运营地开展相关业务均符合社会责任的方式生产产品或提供服务，促进产业链的可持续发展。

The purpose of this Code is to ensure that the suppliers of Jilin Electric Power and its subsidiaries comply with all laws and regulations in the regions where they operate and to implement effective measures to ensure that suppliers conduct business in a socially responsible manner. This includes ensuring that products are produced or services are provided in a way that promotes the sustainable development of the supply chain.

我们在供应商行为政策中规定了最低标准。一是公司所在运营地法律法规不及供应商行为政策严格的情况下，也必须遵守该政策所规定的内容。二是运营地当地法律法规较供应商行为政策更为严格，则应当在本政策之上，严格遵守所在地的法律法规。

We have established minimum standards in our Supplier Code of Conduct. First, where local laws and regulations are less stringent than those outlined in this Code, the Code's provisions must still be observed. Second, if local laws and regulations are more rigorous standards, suppliers must comply with those local requirements in addition to adhering to this Code.

所有适用供应商均应阅读、知悉并确认遵守本政策及其关联政策。吉电股份将在进行采购决策时评估供应商对本准则的遵守情况。若供应商违反了任一原则，且拒不接受或不实施改进计划，吉电股份有可能做出不授予新业务或终止现有协议的决定，以保障公司利益、声誉、风险控制的有效性及其可持续发展。

All applicable suppliers are required to read, familiarize themselves with, and adhere to this Code and any related policies. Jilin Electric Power will evaluate suppliers' compliance with the Code when making purchasing decisions. Should a supplier violate any of these principles in the Supplier Code of Conduct and fail to accept or implement corrective actions, Jilin Electric Power reserves the right to withhold new business or terminate existing agreements to safeguard the Company's interests, reputation, risk management, and sustainable development.

有关供应商违规的举报，吉电股份提供下列举报途径接受电话、电子信函等方式的检举揭露。

For reporting supplier violations, Jilin Electric Power provides the following channels to receive reports via phone, email, or other ways:

| | |
|---|--------------------------|
| 举报电话 Reporting Hotline | 0431-81805833 |
| 电子邮件 Email | zhangshiquan@spic.com.cn |

四、劳工权益

IV. Labor Rights and Interests

供应商应当尊重自己员工、当地社区和弱势群体的合法权益，让他们感到有尊严和受尊重。

Suppliers must respect the legitimate rights and interests of their employees, local communities, and vulnerable groups, ensuring that all individuals are treated with dignity and respect.

4.1 禁止强迫劳动

4.1 Prohibition of Forced Labor

供应商须在自愿的基础上雇佣员工，不使用监狱劳工或奴役劳工，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。

Suppliers must ensure that all employment is voluntary and must not use prison labor or slave labor. Furthermore, suppliers are prohibited from inflicting physical harm or imposing any form of forced labor on their employees.

4.2 童工和未成年工

4.2 Child and Underage Labor

- 供应商应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。

Suppliers should comply with all applicable national and local laws regarding the minimum working age and must not employ child labor. In China, "child labor" refers to individuals under the age of 16; in other countries, the minimum working age must align with relevant legal requirements.

- 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。

Underage workers, defined as individuals under the age of 18, must not engage in work that could endanger their health or safety.

- 供应商应按照适用的法律法规要求保护学生工或学徒工，尤其是可能出现的未成年工。

Suppliers should protect student workers or apprentices, especially underage workers who

may be present, in accordance with the requirements of applicable laws and regulations.

4.3 工作时间

4.3 Working Hours

- 供应商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。

Suppliers should comply with all applicable laws and regulations regarding working hours and rest periods, ensuring that any overtime is voluntary.

- 供应商无论采用计时、计件或当地法规认可的综合工时制，应保留准确的工作时间记录。

Regardless of whether suppliers operate under a time-based, piece-rate, or other recognized working hour system, they should maintain accurate records of working time.

- 供应商应建立有效的加班控制机制，确保员工加班是自愿的，确保员工身心健康。

Suppliers should establish effective mechanisms to control overtime, ensuring it is voluntary and that employees' physical and mental well-being is protected.

4.4 工资和福利

4.4 Wages and Benefits

供应商应根据适用法律的要求公正地支付工资并提供福利给所有员工，并不得有失公允。

Suppliers are supposed to provide fair compensation and benefits to all employees in full compliance with applicable laws, ensuring no unfair treatment.

4.5 不歧视、不骚扰及人道待遇

4.5 Non-discrimination, Non-harassment, and Humane Treatment

- 供应商应为员工提供没有骚扰及非法歧视的工作场所。

Suppliers should provide a workplace free from harassment and illegal discrimination.

- 供应商不得对所有员工进行身体、心理、口头或其他方面的伤害行为。

Suppliers must not engage in any form of physical, psychological, verbal, or other abuse against employees.

- 供应商应保证工作场所不得出现基于种族、年龄、性别、阶层、宗教信仰、婚姻状况、残疾、怀孕，或其他与工作能力无关的歧视。

Suppliers must ensure that the workplace is free from any form of discrimination based on race, age, gender, social status, religion, marital status, disability, pregnancy, or any other

factor unrelated to job performance.

- 供应商应遵守所有关于纪律的适用法律。

Suppliers must comply with all applicable laws governing disciplines.

- 供应商应遵守所有关于骚扰和虐待的适用法律。

Suppliers should fully adhere to all applicable laws relating to harassment and abuse.

4.6 自由结社与申诉权利

4.6 Freedom of Association and Grievance Rights

供应商应尊重所有员工组建、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。

Suppliers should respect the rights of all employees to form or join industrial unions and participate in collective bargaining through peaceful and lawful means, in accordance with applicable laws.

- 供应商应遵守所有有关结社自由及集体谈判的适用法律。

Suppliers must comply with all applicable laws regarding freedom of association and collective bargaining.

- 供应商不得在员工自由结社或集体谈判时加以骚扰、恐吓或报复。

Suppliers must not harass, intimidate, or retaliate against employees for exercising their rights to freedom of association or collective bargaining.

- 供应商应为员工的申诉采取保密措施。

Suppliers should ensure that effective confidentiality measures are in place for handling employee grievances.

五、健康与安全

V. Health and Safety

供应商应提供安全和健康的工作环境。杜绝任何严重危及生命安全或健康的工作条件，防范任何重大火灾或爆炸事故发生，防范作业现场发生致命事故。供应商应遵守国家或地方适用的环境、健康安全法律法规，并不断提高环境健康安全绩效。

It is essential for suppliers to provide a safe and healthy working environment, eliminate any working conditions that pose significant risks to life or health, and prevent major fires, explosions and

fatal accidents in the workplace. Moreover, they should comply with applicable national and local environmental, health, and safety laws and regulations, and continuously strive to enhance their performance in these areas.

5.1 职业安全工作条件

5.1 Occupational Health and Safety Conditions

- 供应商应取得、维护并更新所有必要的健康和安全的许可，并遵守这些许可的相关规定。

Suppliers must obtain, maintain, and regularly update all necessary health and safety permits, and ensure compliance with the relevant provisions of these permits.

- 供应商应识别、评估可能存在的职业健康安全风险（包括消防、工业卫生、强体力型工作、机器防护、高空及带电作业等），通过消除危害、替代、工程控制、预防性维护和安全工作流程（包括上锁/挂牌），来消除或降低风险，必要时，提供适当的个人防护用品或安全装备。此外，还应采取适当的措施保护女职工，尤其是孕妇和哺乳期女职工的安全健康。

Suppliers must identify and assess potential occupational health and safety risks, such as fire hazards, industrial hygiene, physically demanding tasks, machine maintenance, working at heights, and live working. These risks should be minimized or eliminated through measures such as hazard elimination, substitution, engineering controls, preventive maintenance, and the implementation of safe work procedures (including lockout/tagout). Where necessary, suppliers should provide employees with appropriate personal protective equipment (PPE) or safety gear. Additionally, specific measures should be taken to safeguard the health and safety of female employees, particularly those who are pregnant and breastfeeding.

- 供应商应制定必要的程序和体系以预防、管理、跟踪和报告工伤和疾病，并实施纠正措施以消除影响，帮助员工重返工作。

Suppliers are required to establish procedures and systems to prevent, manage, track, and report workplace injuries and illnesses, implementing corrective measures to mitigate impacts and facilitate employees' return to work.

- 供应商应采用当地语言向员工提供适当的健康与安全培训，在工作场所张贴健康与安全相关信息。

Suppliers should provide health and safety training to employees in the local language and ensure that relevant health and safety information is clearly displayed in the workplace.

5.2 生活条件

5.2 Living Conditions

供应商应提供安全、健康的工作环境：如果由公司提供员工住宿，则应确保生活空间的安全和健康。包括合适的照明、温度、通风和洗手间设施等。

Suppliers are responsible for providing a safe and healthy working environment. If employee accommodation is provided, suppliers should ensure that living spaces meet safety and health standards, including proper lighting, temperature control, ventilation, and sanitary facilities.

5.3 应急准备

5.3 Emergency Preparedness

供应商应识别并评估可能发生的紧急情况和紧急事件，包括但不限于火灾、爆炸、致命事故、集体中毒等，并通过实施应急方案及应对程序，包括紧急报告、现场急救、通知和撤离程序、定期训练与演习和复原计划等，最大程度降低对人身、环境和财产的影响。

Suppliers should identify and assess potential emergencies and incidents, including but not limited to fires, explosions, fatal accidents, and collective poisoning. To minimize the impact on personnel, the environment, and property, suppliers are supposed to implement emergency plans and response procedures. These should include emergency reporting, on-site first aid, notification and evacuation protocols, regular training and drills, and recovery plans.

5.4 安全规则

5.4 Safety Rules

供应商应遵从以下安全规则，确保所有员工全面了解并遵从，同时监督其执行：

Suppliers should ensure strict adherence to the following safety rules, making sure that all employees are fully informed and compliant, and are closely monitored for proper implementation:

➤ 高空作业

Work at Heights

- 除非经过适当的培训并取得相应资质，绝不从事任何高空作业；
- Employees must not engage in work at heights unless they have received appropriate training and hold the required qualifications;

- 高空作业时始终穿戴适当的个人防护用品或安全装备；
- Proper personal protective equipment (PPE) or safety gear must be worn at all times when working at heights;
- 绝不在吊装物下行走或站立；
- Employees must never walk or stand under suspended loads;
- 高空作业时绝不抛掷工具或其他物品。
- Tools or other objects must never be thrown while working at heights.

➤ 驾驶作业（含叉车、物流、危化品运输等）

Driving Operations (including forklifts, logistics, and hazardous chemicals transportation)

- 符合法律法规要求的车辆以及具备相应资质的驾驶人员；
- Only vehicles that meet legal standards may be used, and drivers must hold the necessary qualifications;
- 驾驶或乘坐车辆时始终佩戴安全带；
- Seat belts must be worn at all times while driving or riding in vehicles;
- 驾驶过程中绝不使用手提电话；
- Handheld mobile phones must not be used while driving;
- 绝不超速行驶；
- Exceeding speed limits is strictly prohibited;
- 绝不疲劳驾驶。
- Driving while fatigued is strictly prohibited.

➤ 动火、带电作业

Hot Work and Live Working

- 除非经过适当的培训并取得相应资质，绝不从事动火、带电作业。
- Hot work or live working must not be performed unless employees have received appropriate

training and hold the required qualifications.

➤ 酒精或药物

Alcohol or Drug Use

- 绝不在酒精或药物影响期间工作。

- Employees must not work under the influence of alcohol or drugs.

六、环境保护

VI. Environmental Protection

6.1 环境许可与报告

供应商应获取、维护并更新所有必需的环境许可证（如排放监测）、批准文书及登记证，并遵守其关于运营和报告的要求。

6.1 Environmental Permits and Reporting

Suppliers should obtain, maintain, and update all necessary environmental permits (such as emission monitoring), approvals, and registrations. They must also ensure compliance with all operational and reporting requirements associated with these permits.

6.2 产品环保要求

供应商应承诺保护环境并遵守所有适用的有关禁止或限制性物质的法律法规和客户要求，如 RoHS、REACH 等，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。

6.2 Environmental Product Requirements

Suppliers should commit to environmental protection and comply with all applicable laws, regulations, and client requirements regarding the prohibition or restriction of certain substances, such as RoHS, REACH, and others. Moreover, they are required to implement effective measures to prohibit or limit the use of specific substances in their products and/or manufacturing processes.

6.3 预防环境污染

供应商应遵守所有适用的有关污染物（包括废水、废气、固体废物）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。

6.3 Pollution Prevention

It is essential that suppliers comply with all applicable laws and regulations governing pollutants, including wastewater, exhaust gas, and solid waste, in areas such as manufacturing, transportation,

storage, processes, and disposal. Moreover, they are required to minimize or eliminate pollution at its source and are prohibited from the illegal discharge of toxic and hazardous pollutants. Measures should also be taken to prevent noise pollution.

6.4 节能减排

供应商应识别、监控和最大限度减少企业自身温室气体排放和能源消耗，包括来自运输和差旅的二氧化碳排放。同时尽可能进行碳排放信息披露。为了积极地治理温室气体的排放，我们建议供应商应有：

6.4 Energy Conservation and Emission Reduction

Suppliers should identify, monitor, and minimize greenhouse gas emissions and energy consumption within their operations, including carbon dioxide emissions from transportation and business travel. Whenever possible, they should disclose information on their carbon emissions. To actively manage greenhouse gas emissions, suppliers are encouraged to:

- 订立减排目标；
Establish emission reduction targets;
- 对温室气体排放做测量；
Measure greenhouse gas emissions;
- 采取减少温室气体排放的行动，例如改良生产流程，材料替换、节约、回收和材料再利用等；
Adopt measures to reduce greenhouse gas emissions, such as improving production processes, using alternative materials, conserving resources, and recycling and reusing materials;
- 公开报告年度温室气体排放指标，鼓励供应商披露自身碳排放信息及产品碳足迹信息；
Publicly report annual greenhouse gas emissions metrics, and encourage the disclosure of carbon emissions data and product carbon footprints;
- 推动自身及其供应商有步骤的推动温室气体减排。
Promote step-by-step reductions in greenhouse gas emissions within their own operations and throughout their supply chain.

七、商业道德

VII. Business Ethics

7.1 诚信廉洁

7.1 Integrity and Anti-Corruption

- 供应商应杜绝发生腐败、舞弊和不诚信事件，做到不关联、不行贿、无利益冲突、不利益输送、不以次充好、不偷工减料、不弄虚作假、不商业欺诈、信守承诺。

Suppliers should prevent corruption, fraud, and dishonest behavior, including conflicts of interest, bribery, improper transfers of benefits, substandard products, cutting corners in production, falsification, or commercial fraud. They must act with integrity and fulfill their commitments.

- 供应商应不参加不正当竞争行为，反对不正当竞争。

Suppliers are not supposed to engage in unfair competition practices and should oppose such behavior.

- 《吉林电力股份有限公司商业道德管理政策》所规定的有关内容在本政策中同样适用，供应商应确保知悉并承诺遵守。

The relevant provisions outlined in the *Business Ethics Management Policy of Jilin Electric Power Co., Ltd.* also apply to this Code. In this regard, suppliers should ensure they are fully aware of and comply with these standards.

7.2 知识产权

供应商应尊重知识产权，应以保护知识产权的方式进行技术、经验、知识或信息的转让，且应保护客户信息。

7.2 Intellectual Property

Suppliers are required to respect intellectual property rights and ensure that the transfer of technology, expertise, knowledge, or information is conducted in a way that safeguards these rights. Additionally, they must protect client information.

7.3 隐私

供应商应承诺保护所有业务相关人员，包括外部供方、客户、消费者和员工的个人信息的合理隐私期望。供应商在收集、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。

7.3 Privacy

Suppliers should commit to protecting the reasonable privacy expectations of all individuals involved in their business, including suppliers, clients, consumers, and employees. When collecting, storing, processing, transmitting, or sharing personal information, suppliers should comply with all applicable laws and regulations regarding privacy and information security.

7.4 负责任的矿物采购

供应商应承诺并采取合理的行动，防止其产品中所含的钽、锡、钨、金和钴等金属的开采和贸易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。供应商应对这些矿物的来源和产销监管链进行尽职调查，并按照法规或客户要求提供所采取的尽职调查措施。

7.4 Responsible Mineral Procurement

Suppliers should take reasonable steps to ensure that the extraction and trade of metals such as tantalum, tin, tungsten, gold, and cobalt contained in their products do not directly or indirectly contribute to illegal armed conflict or support activities that violate human rights, harm the environment, or pose health and safety risks. They are required to conduct due diligence on the origin and supply chain of these minerals and provide reports on the due diligence measures taken, as required by regulations or client requests.

八、管理体系要求

VIII. Management System Requirements

8.1 公司承诺

供应商应承诺遵守适用的法律法规，承诺满足客户要求，承诺遵守本准则的要求，并承诺持续改进。供应商应明确指定一名高层管理者负责企业可持续发展（ESG）事务，识别和控制 ESG 风险，定期进行内审和管理评审，建立内部考核问责机制，推动持续改进。

8.1 Corporate Commitments

Suppliers should promise to comply with all applicable laws and regulations, meet client requirements, adhere to this Code, and continuously improve their operations. It is essential that suppliers designate a senior management representative responsible for the Company's sustainability (ESG) matters, including the identifying and managing ESG risks, conducting regular internal audits

and management reviews, and establishing internal evaluation and accountability mechanisms to ensure continuous improvement.

8.2 风险评估与风险管理

供应商根据适用的法律法规及客户要求（包括本准则的要求），识别与供应商运营相关的可持续发展（ESG）风险和可能的影响，根据风险的相对重要程度，实施适当的程序和实质控制措施，以控制和最大程度降低风险、消除影响。

8.2 Risk Assessment and Management

Suppliers must identify and assess sustainability (ESG) risks and potential impacts related to their operations, in accordance with applicable laws, regulations, and client requirements, including those outlined in this Code. Based on the relative significance of these risks, suppliers should implement appropriate procedures and substantive control measures to manage and minimize risks and mitigate adverse impacts.

8.3 对上游供方管理

我们倡导供应商应将本准则要求作为采购要求纳入上游供方管理，包括要求上游供方签署书面承诺，作为上游供方选择认证标准，定期审核，确保持续合规、推动持续改进。

8.3 Supplier Management

We encourage suppliers to integrate the requirements of this Code into their supplier management processes by requiring written commitments from their own suppliers. These commitments should be included in the certification criteria for supplier selection, with regular audits conducted to ensure sustained compliance and continuous improvement.

8.4 内部审核和管理评审

供应商应定期审核自身工厂及其上游供应商，以确保符合法律和本准则的要求。供应商高层管理者应定期评审自身及上游供应商的可持续发展（ESG）管理体系，以确保其持续的适宜性、充分性和有效性。

8.4 Internal Audits and Management Reviews

Suppliers should regularly audit their own facilities and those of their suppliers to ensure compliance with applicable laws and the provisions of this Code. Senior management should periodically review the sustainability (ESG) management systems of both their operations and those of their suppliers to ensure ongoing relevance, adequacy, and effectiveness.

九、生效

IX. Effectiveness

本政策于 2024 年 7 月 27 日经公司党委会讨论通过后公布。

This policy will take effect upon its announcement following approval by the Company's Party Committee on July 27, 2024.