

Document history

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PREMIUM SOUND SOLUTIONS SUPPLIER CODE OF CONDUCT

普瑞姆扬声器系统 供应商行为准则

Premium Sound Solutions, together with its subsidiaries (collectively “PSS”) is committed to conducting business in an ethical, legal, and socially responsible manner. To that end, PSS expects everyone we do business with including suppliers, vendors, contractors, consultants, agents and other providers of goods and services (collectively “Suppliers”) to share this commitment. This Supplier Code of Conduct (“Code”) outlines the minimum workplace and business practice standards expected of Suppliers. In all their activities, PSS requires Suppliers to comply with these expectations and the standards of this Code. PSS expects its Suppliers to assure that their sub-contractors and suppliers act in accordance with this Code as well.

普瑞姆扬声器系统和他的子公司（统称“PSS”）致力于以道德、合法和承担社会责任的方式进行经营活动。为了实现该目标，PSS希望与我们合作的各供应商、承包商、咨询公司、代理商和其他货物及服务提供者也能遵守这个承诺。《供应商行为准则》概述了对供应商工作场所和商业活动的基本期望和标准。在所有经营中，PSS要求供应商遵守本准则中各项条款。PSS希望各个供应商也能确保他们的分供方遵守本准则。

1. LEGAL COMPLIANCE

1. 遵守法律

Suppliers must conduct business in full compliance with laws, rules and regulations of the countries in which they operate in as well as other applicable international laws, regulations and standards.

供应商在开展业务过程中要严格遵守供应商所在国家的法律、法规和规定以及其他适用的国际法律、法规和标准。

2. LABOUR AND HUMAN RIGHTS

2. 劳工和人权

Suppliers are expected to adopt sound labour practices and treat their workers with dignity and respect in accordance with human rights, local laws and regulations, and internationally accepted standards.

供应商应当合理管理劳工并且依照人权要求和当地法律和法规及国际标准让员工保有尊严并尊重员工。

2.1 Freely Chosen Employment / No Human Trafficking

2.1 雇佣自由/禁止人口贩卖

Suppliers must ensure that they do not utilize forced or involuntary labour of any type, including bonded, indentured or involuntary prison labour. Supplier shall give all employees the choice to leave their employment at any time upon reasonable notice.

供应商应当确保他们不会使用任何强制或者非自愿劳工，包括债役工、契约劳工、非自愿劳役。供应商应该允许员工在提出合理原因后解除劳动关系。

2.2 Child Labour

2.2 童工

Suppliers are forbidden from using child labour in any circumstances. Suppliers shall comply with all applicable child labour laws, including those relating to minimum age limits, limitations of hours worked, and prohibitions against certain types of work.

供应商禁止在任何情况下雇佣童工。供应商应当遵守所有适用的童工法，包括最低年龄限制、工作时间限制和禁止从事特定类型工作的规定。

2.3 Working Hours

2.3 工作时间

Suppliers must comply with all applicable working hour requirements established by local laws and benchmark industry standards, whichever affords greater protection. In any event, work weeks should never exceed 60 hours per week, including overtime, except in emergency or unusual situations. Overtime shall be voluntary and Suppliers must ensure all overtime work is compensated at the prevailing overtime rates. Suppliers shall allow employees/workers to have at least one day off per seven-day week.

供应商必须遵守当地法律规定的适用的工作时间要求并且参照行业标准，采纳能够提供更多保护的条款。在任何时候，工作周数都不应该超过60周，包括加班时间在内，紧急或者突发情况除外。加班应当是自愿的而且供应商必须确保所有的加班都会按照普遍认可的加班工资给予补偿。供应商应当允许员工至少每周（7天）休息一天。

2.4 Wages and Benefits

2.4 工资和福利

Suppliers must provide their employees/workers with wages and benefits in accordance with all applicable wage and hour laws and standards, including those pertaining to minimum wages, overtime hours, piece rates and legally mandated benefits.

供应商必须依照所有适用的工资和工作时间法律和法规支付员工工资和福利，包括最低工资、加班工时、计件工资和法律强制的福利。

2.5 Respect and Dignity

2.5 尊重和尊严

Suppliers shall treat each employee with dignity and respect and will not use any threats of violence, sexual exploitation or abuse or verbal or psychological harassment or abuse.

供应商应当让每位员工保有尊严并且尊重他们，不会采取任何暴力、性剥削、性侵犯、言语或者精神层面上的骚扰。

2.6 Non-discrimination

2.6 无歧视

Suppliers shall not discriminate in hiring and employment practices on the basis of race, gender, sexual orientation, social or ethnic origin, disability, religion, political affiliation, union membership, marital status or any other basis prohibited by law.

供应商应该在聘用和雇佣过程中没有任何形式的歧视，包括种族、性别、性取向、社会出身、残疾、宗教、政治立场、工会会员、婚姻状态或者其他法律禁止的歧视项目。

2.7 Freedom of Association

2.7 自由联盟

Unless prevented by government policies or norms, Suppliers shall recognize and respect the rights of employees to freely associate, organize and bargain collectively.

除非政府政策或者条文禁止，否则供应商应当认可和尊重员工自由联盟、组织和集体议价的权利。

3. HEALTH & SAFETY

3. 健康和安全

Suppliers must provide workers with clean, safe and healthy work environments in compliance with legally mandated standards for workplace health and safety in the countries in which they operate. Suppliers shall take adequate steps to prevent potential accidents and injury to health arising out of, associated with, or occurring in the course of work as a result of the operation of the Supplier. If housing is offered by the Suppliers, it shall be safe, clean and meet the basic needs of workers.

供应商必须为员工提供干净、安全和健康的工作环境。供应商要满足其所在国家的法律强制要求的工作场所健康安全标准。供应商应当采取足够的措施预防由于运营引发的、和运营相关的、或者在运营过程中出现的意外事故和伤害。如果供应商提供住宿，宿舍必须安全、干净并且满足员工的基本需求。

4. ENVIRONMENT

4. 环境

Suppliers must comply with all applicable environmental laws, regulations and standards, and conduct their operations in a way that reduces their impact on the environment, particularly in the areas of water use, energy use, recycling, chemical and waste management and disposal, industrial waste water treatment and discharge, air controls, environmental permits and environmental reporting.

供应商必须遵守所有适用的环境法律、法规和标准并且在运营过程减少对环境的影响，特别是在水消耗、能源消耗、循环使用、化工和废弃物清理、工业废水处理和排放、空气管控、环境许可和环境报告等领域。

5. ETHICS

5. 道德

It is the policy of PSS to conduct business in an honest and ethical manner. PSS takes a zero-tolerance approach to unlawful business practices and is committed to acting professionally, fairly and with integrity in all of our business dealings and relationships wherever we operate. Suppliers are to maintain and conduct their business with high ethical standards and to comply with all applicable rules and regulations.

In particular Suppliers shall:

- a) refrain from any and all forms of corruption, extortion, bribery, money laundering, embezzlement or unlawful restrictive trade practices,
- b) adhere to anti-trust and other competition laws,
- c) respect the intellectual property rights of others,

- d) disclose to PSS available information about conflicts of interest including disclosure of any financial interest of a PSS employee in any of the Suppliers' business.
- e) protect all confidential information provided by PSS and its respective business partners.

PSS公司政策规定以诚实和道德的方式从事经营活动。PSS对不合法的商业行为采取零容忍的态度并承诺在我们所有的商业交易和关系中保持专业、公平和诚信。供应商必须按照高尚的道德标准经营和发展业务并且遵守全部适用的法规。特别的，供应商应当：

- a) 制止任何形式的腐败、敲诈、贿赂、洗钱、贪污或者不合法的限制贸易；
- b) 遵守反托拉斯和其他竞争法；
- c) 尊重知识产权；
- d) 向PSS公开有利益冲突的信息，包括公开任何PSS员工在供应商任何业务中获取任何经济利益；
- e) 保护PSS和PSS各商业伙伴提供的机密信息。

Illegitimate profits include but are not limited to, by taking advantage of duty convenience, the receiving of the property like cash, goods, shopping cards/coupons and securities, the acceptance of the arrangement service from others like touring, sauna, foot bath, massage, KTV or the VIP cards, gold card, silver card of any entertainment place, the receiving of all kinds of percentage of deduction money, rebate and turning into individual possessions; the purchase of the others' merchandise at an obviously low price and borrowing of others' goods (including vehicles), the requirement or the acceptance of pickup and delivery service and claiming of reimbursement of travel expense, the embezzlement of PSS's property and join stock of supplier (including the organization that supplier joins stock) in various form and the claim or the disguised claim of other property or benefits.

“不正当利益”包括但不限于利用职务上的便利收受他人钱财、物品、购物卡/券、有价证券等财物，或接受他人的旅游、桑拿、浴足、按摩、KTV等安排或各种娱乐场所的VIP卡、金卡、银卡等，或收受各种名义的提成、回扣归个人所有，或以明显不合理低价的形式购买他人的商品，或借用他人的物品（含车辆），或要求报销差旅费，或以任何形式侵占PSS财产，或以任何形式参股供应商（含供应商参股的组织），或索取或变相索取其他财物、好处。

6. COMPLIANCE & MONITORING

6. 遵守和监控

Suppliers shall be responsible for the implementation of this Code and shall maintain necessary documentations to demonstrate their compliance with this Code. Suppliers shall conduct audits and inspections to ensure their compliance with this Code and applicable legal requirements including the completion of a self-assessment questionnaire.

PSS or a third party assigned by PSS reserves the right to conduct onsite inspection or review the applicable documentation to ensure compliance with this Code.

In the event any non-compliance is identified, Suppliers are expected to take necessary corrective actions to improve/remedy the situation. If a Supplier fails to comply with this Code and if corrective actions are not made within an agreed time period, PSS may terminate its business relationship with the Supplier.

供应商必须承担实施此准则的责任并将必需的文件存档以表明他们是遵守本准则的。供应商需要进行审核和检查以确保他们遵守本准则和适用的法律要求，包括完成自我评价调查表。PSS或者PSS委派的第三方保留现场检查或者审阅相关文件的权利以确保供应商遵守本准则。如果有任何违规现象，供应商必须采取必要的纠正行动进行改善或补救。如果某个供应商未能遵守本准则或者没有在认可的期限内采取纠正行动，PSS会终止与该供应商的业务关系。

November, 2019
2019年11十一月

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