

## ASMPT Limited (“ASMPT”)

### Supplier Code of Conduct

### 供應商行為準則

ASMPT has a strong commitment to ethics and integrity, and all employees are expected to perform their jobs honestly, diligently and responsibly. Observing the laws in every country where we do business is the fundamental principle of ASMPT. This ASMPT Supplier Code of Conduct (“Supplier Code”) establishes the standards for conducting business with ASMPT. We expect our business partners to share in our culture, values and business practices, and expect our business partners to act in a manner consistent with our Supplier Code.

ASMPT 對道德和誠信有堅定的承諾，並希望所有的員工都能誠實、勤奮和負責任地工作。

ASMPT 的基本原則是遵守我們有業務的每一個國家的法律。本《ASMPT 供應商行為準則》（以下稱為“供應商準則”）確立了與 ASMPT 開展業務的標準。我們期望我們的業務合作夥伴能分享我們的文化、價值觀和業務實踐，並期待他們行事時能遵守我們的供應商準則。

“Supplier” means any individual, company, or other entity that provides, or seeks to provide, goods or services to ASMPT.

“供應商”指向 ASMPT 提供、或尋求提供商品或服務的任何個人、公司或其他機構。

Supplier is responsible for communicating the contents of this Supplier Code to its officers, directors, employees, agents, subcontractors and suppliers who are involved in the procurement and production process related to products and services provided to ASMPT.

供應商負責將本供應商準則的內容向其官員、董事、員工、代理商、分包商、以及向與 ASMPT 提供產品和服務流程有關的採購和生產廠家進行通報。

### Legal Compliance

Supplier shall comply with all the laws and regulations of the places where it does business and relating to each subject matter below, including but not limited to the Foreign Corrupt Practices Act USA, the Bribery Act UK, the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, and the Modern Slavery Act UK. In addition, ASMPT aligns our practices to industry standards, including the Responsible Business Alliance Code of Conduct, and thus, we expect our suppliers as well as their suppliers to similarly align and promote such practices to its supply chain.

#### 遵紀守法

供應商應完全遵守其經營所在國家/地區的法律、規範和法規，及遵守《美國海外反腐敗法》、《英國反賄賂法》、《經濟合作與發展組織關於在國際商業交易中打擊賄賂外國公務員的協議》以及《英國現代奴役法案》。ASMPT 身為電子行業的一份子，積極支持《責任商業聯盟》（Responsible Business Alliance）的行為準則。ASMPT 供應商，以及至少要求其下一級供應商認同並執行《責任商業聯盟行為準則》。

**Respect for Employees**

Supplier shall promote equal opportunities for and treatment of its employees irrespective of his or her gender, race, colour, age, religion, sexual orientation, nationality or ethnicity, political affiliation, marital status, disabilities, and/or other aspects. Supplier shall respect the personal dignity, privacy and rights of each individual. There shall not be unacceptable treatment of employees in any form, such as harassment, violence, abuse or exploitation. Supplier shall provide fair remuneration and to guarantee the applicable national statutory minimum wage, and comply with the maximum number of working hours laid down in the applicable laws. Supplier shall recognise the right of free association of its employees in accordance with local labour laws.

**尊重員工**

供應商應平等對待員工，促進平等的機會，無論其性別、種族、膚色、年齡、宗教信念、性取向、國籍或種族、政治派別、婚姻狀況、殘疾等。供應商應尊重個人尊嚴、隱私和每個人的權利，並應拒絕僱傭違背其個人意願的人工作。供應商不得以不可接受的方式對待員工，例如精神折磨、性騷擾或歧視，還禁止的行為包括強迫、威脅、侮辱、或剝削性的姿態、語言和身體接觸。供應商應提供公平的報酬，並保證適用國家法定最低工資，並遵守適用法律規定的最高工作時間。供應商應承認其員工根據當地的《勞動法》有自由結社的權利。

**Freely Chosen Employment**

There shall be no forced, bonded (including debt bondage) or indentured labour, and all employment is freely chosen and voluntary. In compliance to the Modern Slavery Act 2015 UK, no slavery or human trafficking is allowed. Supplier's workers<sup>1</sup> are not required to surrender any government-issued identification, passports, or work permits as a condition of employment, unless such holdings are required by law. Workers shall not be required to pay employers' or agents' recruitment fees or other related fees for their employment beyond the regulatory or industry guidelines. If any such fees are found to have been paid by workers, such fees shall be repaid to the workers. As part of the hiring process, workers must be provided with a written employment agreement in their native language that contains a description of terms and conditions of employment prior to the worker departing from his or her country of origin and there shall be no substitution or change(s) allowed in the employment agreement upon arrival in the receiving country unless these changes are made to meet local law and provide equal or better terms.

**自由擇業**

供應商不得僱傭被強迫、受束縛（包括債務束縛）或受契約約束的勞工。供應商應完全遵守《英國現代奴役法案》，不得有奴隸或販賣人口。供應商不得扣留或以其他方式毀壞、隱藏、沒收或拒絕勞工<sup>2</sup>獲得他們的身分證或移民文檔，如政府簽發的身分證、護照或工作許可，除非法律要求保留此類證明。勞工無需為其受僱而向供應商或代理支付法律以外的招聘費或其他相關費用。如果發現勞工支付過任何上述費用，應將該費用返還給勞工。作為僱傭流程的一部分，在勞工離開原籍國之前，必須以勞工的母語向勞工提供書面僱傭協議，其中包括對僱傭條款和條件的說明。而且在勞工到達接收國後，除了為符合當地法律和提供同等或更好的條件而作出的變更外，不得改換或變更僱傭協議。

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<sup>1</sup> "Worker" under the Responsible Business Alliance refers to a foreign migrant worker who is recruited and migrates from his or her home country to another country for specific purposes of employment

<sup>2</sup> "勞工" 在《責任商業聯盟》的定義，是指一名外國工人，從其本國被招募到另一個國家就業

**Prohibition of Child Labour**

Supplier shall not employ workers who are under the age of 15 or the minimum age requirement stipulated in local labour laws and regulations or under the age for completing compulsory education, whichever is lower. Workers under the age of 18 (Young Workers) shall not perform work that is likely to jeopardize their health or safety, including night shifts and overtime. Supplier shall ensure proper management of student workers through proper maintenance of student records, rigorous due diligence of educational partners, and protection of students' rights in accordance with applicable law and regulations. Supplier shall provide appropriate support and training to all student workers. In the absence of local law, the wage rate for student workers, interns and apprentices shall be at least the same wage rate as other entry-level workers performing equal or similar tasks.

**禁用童工**

供應商不得僱傭未滿 15 歲或當地的《勞動法》和法規規定的最低年齡以下的人員，也不得招聘未完成義務教育年齡以下的人員。不滿 18 歲的員工（未成年員工）不得從事可能危及其健康或安全的工作，包括夜班和加班。供應商應通過合理維護學生工記錄、對提供學生工的教育合作夥伴進行嚴格的盡職調查，並根據法律法規保護學生工權利，以確保對其進行適當的管理。供應商應向所有學生工提供適當的支持和培訓。如當地法律未作規定，學生工、實習工和學徒工的工資應至少達到履行同等或類似崗位的初級員工的工資水平。。

**Health and Safety of Employees**

Supplier shall take responsibility for the health and safety of its employees. There must be measures in place to control physical and chemical hazards, accidents and occupational diseases, and a reasonable occupational health and safety management system. Reasonable steps are taken to remove pregnant women/nursing mothers from working condition with high hazards, remove or reduce any workplace health and safety risks to pregnant and nursing mothers. Its employees shall be trained and educated in health and safety issues.

**員工的健康與安全**

供應商應負責其員工的健康與安全。必須實施控制化學及物理等因素給員工帶來的危險、事故和職業病的措施，以及一個合理的職業健康和安全管理體制的體制。此外，還必須採取適當的措施，避免讓孕婦/哺乳期婦女接觸高危工作環境，消除或降低工作場所帶給孕婦/哺乳期婦女健康與安全方面的風險。員工應獲得關於健康和安全管理問題的培訓和教育。

**Fair Dealing and Competition Laws**

Supplier shall not engage in collusive bidding, price fixing, dividing territories, allocating customers, price discrimination or other unfair trade practices in violation of applicable antitrust or competition laws. Supplier shall uphold fair business standards in advertising, sales and competition.

**公平交易和競爭法律**

供應商不得從事串通圍標、價格壟斷、劃分勢力範圍、分配顧客、價格歧視、或違反適用的反壟斷或反競爭法律的其他不公平的交易行為。供應商應在廣告、銷售和競爭中維護公平的業務標準。

**Prohibition of Corruption and Bribery**

Supplier shall comply with all applicable anti-corruption laws and regulations of the countries in which it operates, including the Foreign Corrupt Practices Act USA, the UK Bribery Act, the OECD Anti-Bribery Convention and any international anti-corruption conventions. Supplier shall not offer or accept bribes or employ other means to obtain an undue or improper advantage. Bribes, kickbacks, facilitating payments and similar payments to government officials, private individuals or companies, ASMPT's employees or agents acting on ASMPT's behalf are prohibited. ASMPT has zero tolerance for violations.

**禁止腐敗和賄賂**

供應商應遵守其運營的國家中所有適用的反腐敗法律和法規，包括《美國反海外腐敗法》、《英國反賄賂法》、《經合組織反賄賂公約》和任何國際反腐敗公約。供應商不得行賄或受賄，或採用其他手段獲取不正當的好處。禁止向政府官員、個人或公司、ASMPT 的員工、或代表 ASMPT 行事的代理商提供賄賂、回扣、疏通費和類似的付款。ASMPT 絕不容忍此項違法。

**Anti-money Laundering**

Supplier shall abide by applicable anti-money laundering laws and shall not facilitate money laundering. Supplier shall conduct business with reputable suppliers, consultants and business partners involved in lawful business activities and whose funds are derived from legitimate sources.

**反洗錢**

供應商應遵守適用的反洗錢法律，不得幫助洗錢。供應商應同聲譽良好並從事合法業務活動、且資金來源合法的廠家、諮詢師和業務合作夥伴開展業務。

**Trade Compliance**

Supplier shall comply with all applicable import and export controls, and customs laws and regulations in the countries where it does business. Supplier shall abide by all applicable economic sanctions that its country adopts including embargoed or sanctioned countries, and controlled products.

**貿易合規**

供應商應遵守其開展業務的國家所有適用的進出口管制和海關法律法規。供應商應遵守其開展業務的國家所有適用的經濟制裁，包括禁運或受制裁的國家和受限制的產品。

**Conflicts of Interest**

Supplier must recognize and avoid conflicts of interest, or even the appearance of a conflict of interest. It is the responsibility of the Supplier to inform ASMPT of any conflict of interest it could possibly have in connection with the execution of its business dealings with ASMPT. Having a conflict of interest is not necessarily a violation of the Supplier Code, but failure to disclose it always is.

**利益衝突**

供應商必須承認並避免利益衝突，甚至包括承認並避免利益衝突的出現。供應商有責任告知 ASMPT 任何可能發生的、與其執行與 ASMPT 的業務有關的利益衝突。利益衝突未必違反供應商準則，但如果未能披露利益衝突則構成違反。

### **Protection of Intellectual Property**

Supplier must respect intellectual property rights, including patents, trademarks, copyrights and process designs, and safeguard ASMPT's confidential and proprietary information. Any transfer or sharing of technology or know-how must be done in a manner that protects intellectual property rights and is in compliance with local and international laws concerning data privacy and security. Any violations are viewed seriously, and ASMPT has zero tolerance for violation.

#### **保護知識產權**

供應商必須尊重知識產權，包括專利、商標、著作權和工藝流程設計，並保護 ASMPT 的保密和專有信息。供應商轉讓或分享任何技術或實際知識必須以保護知識產權、並遵守關於數據保密和安全的當地和國際法律的方式進行。ASMPT 非常注重保護知識產權，對此採取零容忍政策。

### **Data Privacy and Security**

Supplier shall comply with all local Personal Data Protection laws concerning data security and privacy, and shall protect and safeguard data provided by ASMPT, which may include private and sensitive information. Any transfer or sharing of data must be done in a manner that protects such information from inadvertent or unauthorized disclosure and any disclosure must be in compliance with local and international laws.

#### **數據保密和安全**

供應商應遵守與隱私和信息安全有關的法律和法規的要求，並應保護和保衛 ASMPT 提供的數據，其中可能包括私人和敏感的信息。供應商轉讓或分享任何數據必須以保護該數據不會因疏忽或未經授權而被披露的方式進行，且任何披露必須遵守當地和國際的法律。

### **Environmental protection**

Supplier shall act and obtain all necessary permits in accordance with the applicable statutory and international standards regarding environmental protection, which include but are not limited to pollution, air emission, hazardous substances and waste disposal. There shall be controls in place to minimize environmental pollution and make continuous improvements in environmental protection.

#### **環境保護**

供應商應根據適用的、關於環境保護的法定和國際標準申請並獲取所有必要的許可證，包括但不限於關於污染、大氣排放、有害物質和廢物處理方面的標準。供應商應實施控制，以使環境污染降至最低，並不斷改善環境保護工作。

### **Responsible Sourcing of Minerals**

Supplier shall exercise due diligence to ensure that the tantalum, tin, tungsten, gold (3TG) and cobalt in the products it manufactures or supplies to ASMPT are not directly or indirectly sourced from restricted or embargoed countries, as laid out in the Responsible Business Alliance's Responsible Minerals Initiative regarding responsible sourcing. Suppliers shall make its due diligence measures available to ASMPT upon request. It is the Supplier's responsibility to communicate to its suppliers and its suppliers' suppliers regarding such responsible sourcing of minerals, to ensure the entire supply chain is compliant with the sourcing of 3TG and cobalt.

#### **負責任的礦物採購**

供應商應恪盡職責，確保其生產或向 ASMPT 供應的產品中的鉭、錫、鎢、金（3TG）和鈷不直接或間接從限製或禁運的國家採購，正如《責任商業聯盟》（Responsible Business Alliance）關於負責任的採購所闡述的。供應商有責任將此規範向其廠家、以及後者的廠家進行通報，以確保整個供應鏈遵守關於 3TG 和鈷礦物採購的規定。



### **Monitoring and Record Keeping**

Supplier must maintain all documentation necessary to demonstrate its compliance with this Supplier Code and provide ASMPT with access to those documents in relation to Responsible Business Alliance assessment standards upon ASMPT's request for review. Supplier is solely responsible for compliance with this Supplier Code by its officers, directors, managers, employees, representatives and agents.

#### **監控和記錄保存**

供應商必須保存顯示其遵守本供應商準則所必需的所有文件資料，並在 ASMPT 要求審核時，向 ASMPT 提供《責任商業聯盟行為準則》所需文件資料。供應商應獨自負責其官員、董事、經理、員工、代表和代理商遵守本供應商準則。

### **Violation of this Supplier Code**

If a Supplier violates any of the requirements contained in this Supplier Code, ASMPT may immediately terminate its supply relationship with that Supplier. Violations of this Supplier Code should be reported in confidence to the Whistleblower Hotline [fraud@asmpt.com](mailto:fraud@asmpt.com), or mail to:

**Chairman of ASMPT Board**  
ASMPT Limited  
19/F, Gateway ts  
8 Cheung Fai Road, Tsing Yi  
New Territories, Hong Kong

**Chairman of ASMPT Audit Committee**  
ASMPT Limited  
Room 1104, Crawford House  
70 Queen's Road Central  
Central, Hong Kong

### **違反本供應商準則**

如果供應商違反本供應商準則中包含的任何規定，那麼 ASMPT 可立即終止其與供應商的供應關係。違反本準則的行為應被秘密舉報給舉報熱線 [fraud@asmpt.com](mailto:fraud@asmpt.com)，或發郵件至：

**ASMPT 董事會主席**  
ASMPT Limited  
香港新界青衣長輝路 8 號  
橋匯 19 樓

**ASMPT 審計委員會主席**  
ASMPT Limited  
香港中環皇后大道中 70 號  
卡佛大廈 1104 室

If there is any inconsistency or ambiguity between the English version and the Chinese version, the English version shall prevail.

如中、英文兩個版本有任何抵觸或不相符之處，應以英文版本為準

*ASMPT Supplier Code of Conduct version 2022*

*ASMPT 供應商行為準則，2022 年版本*

## Declaration of Acceptance of the ASMPT Supplier Code of Conduct

### 接受《ASMPT 供應商行為準則》的聲明

By signing below, we acknowledge that we have thoroughly read the **ASMPT Supplier Code of Conduct**.

通過在以下簽名，我們承認：我們已經完全閱讀了《ASMPT 供應商行為準則》。

Furthermore, we acknowledge that we understand and agree to comply with the requirements specified within the **ASMPT Supplier Code of Conduct**.

進而，我們承認：我們理解並同意遵守《ASMPT 供應商行為準則》的規定。

Company Name:

公司名稱：

Name of Person:

個人名稱：

Title:

職位：

Date:

日期

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Signature / 簽名

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Company Seal / 公司公章

*This "Declaration of Acceptance of the ASMPT Supplier Code of Conduct" must be signed by an authorized representative of the company and returned to ASMPT.*

本《ASMPT 供應商行為準則》的聲明必須由公司的授權代表簽名，並蓋章後歸還 ASMPT。