

The Shanghai Commercial & Savings Bank Human Rights Policy

Drafted by the Human Resources Department

Established on Mar 21, 2020

Article 1. Purpose

The Bank established the Policy to fulfill corporate social responsibilities, maintain the basic human rights of employees, and foster an environment conducive to the protection of human rights. The Bank abides by the regulations of its sites of operations across the world, recognizes and supports the principles enshrined in international human rights conventions such as the “Universal Declaration of Human Rights”, “ILO Fundamental Conventions”, and the “United Nations Global Compact” to prevent any violation that infringes or violates human rights and fully exemplify the respect and protection of human rights.¹

Article 2. Applicable Scope

This Policy is applicable to the Bank and its subsidiaries, any foundation to which the Bank's direct or indirect contribution of funds exceeds 50 percent of the total funds received, and other institutions or juridical persons which are substantially controlled by the Bank.

Article 3. Workplace Human Rights Protection

The Bank is committed to building a dignified, safe, and fair work environment free of harassment. It values the freedom of association, caring for vulnerable groups, prohibiting the use of child labor, eliminating all forms of forced labor, eliminating recruitment and employment discrimination. The Bank also verifies that its human resources policy does not contain discrimination against genders, races, social and economic status, age, marital status, and family conditions to fulfill equality and fairness in employment, employment conditions, salary, benefits, training, evaluation, and opportunities for promotions.

The Bank also provides diverse and safe complaint channels to ensure equality and transparency in the complaint filing process. The complaint channels must be simple, convenient, and open and the Bank shall respond to employees' complaints in an appropriate manner.

¹ Corporate Social Responsibility Best Practice Principles for TWSE/GTSM Article 18, section 2.

Article 4. Safe and Healthy Workplace

The Bank is committed to providing employees with a safe and healthy work environment. It complies with related regulations to continue to improve safety and health of the work environment, reduce the risks of occupational accidents, protect the safety of employees, and promote physical and mental health.

Article 5. Promoting Harmonious Labor Relations

The Bank is committed to building a workplace environment with labor-management relations. It respects employees' right to organize and join unions and exercise their labor rights. The Bank maintains open communication channels with the union and employees and organizes regular labor-management meetings to provide diverse communication mechanisms and platforms.

Article 6. Implementing Information Security

To protect the privacy of all customers, employees, and stakeholders, the Bank has established comprehensive and rigorous personal information and data security control and management mechanisms and protection measures to ensure information security.

Article 7. All other matters not specified in the Human Rights Policy shall be subject to the related internal regulations of the Bank and relevant laws and regulations.

Article 8. The Policy shall be promulgated and implemented upon approval by the Board of Directors. The same procedures shall apply for any future amendment.