

## Cover Page

<input checked="" type="checkbox"/> Original edition <input type="checkbox"/> Revision <input type="checkbox"/> Obsolescence		
Revision History:		
Version	Date	Revision Content
1.0	2023/3/13	First Release

**1.0 Purpose**

To comply with national and local regulations concerning collective bargaining, freedom of association, and freedom of religious belief, ensuring employees understand their rights to freedom of association, religious belief, and related information.

**2.0 Scope**

Applies to all employees of the company.

**3.0 Duties**

HR Department: Assist in the election of the Employee Welfare Committee, organize related activities, and safeguard employees' lawful rights to freedom of religious belief;

Other Departments: Support employees in organizing or participating in employee representative activities in accordance with this policy.

**4.0 Charts**

None

**5.0 Content**

- 5.1** Within the bounds permitted by law, employees shall have the right to join or refuse to join organizations or groups related to the workplace.
- 5.2** Employees may openly communicate with management regarding working conditions without fear of retaliation, threats, or harassment.
- 5.3** To ensure full compliance with relevant laws and regulations, the following provisions shall be adhered to:
  - 5.3.1** Foster employment conditions that build mutual trust between management and employees;
  - 5.3.2** Establish effective communication channels between the factory and worker groups, including grievance mechanisms for employees;
  - 5.3.3** Refrain from using force, security personnel, or intimidation to obstruct employees from organizing peaceful assemblies;
  - 5.3.4** Prohibit unlawful discrimination in employment decisions based on employees' affiliations with worker groups;
  - 5.3.5** Employees shall not be terminated, disciplined, coerced, or threatened for exercising their right to freedom of association, including the right to join or refuse to join employee organizations;
  - 5.3.6** Employees have the right to elect their representatives and conduct activities without interference.
- 5.4** To ensure representation and inclusivity, employee representatives shall be elected democratically by department, with candidates nominated from each unit.
- 5.5** Employee representatives may directly convey employee feedback (via written submissions, in-person communication, etc.) to the Employee Welfare Committee or factory management to uphold policies on freedom of association.
- 5.6** If factory senior management is unable to chair communication meetings due to special circumstances, they may delegate a proxy to host the meeting. Rules formed through democratic procedures shall be promptly communicated to all employees by their representatives.
- 5.7** Employees may submit opinions or suggestions regarding workplace hygiene, welfare benefits, working conditions, etc. Valid suggestions will be accepted and implemented, with rewards granted based on feasibility.
- 5.8** Regular training shall be provided to employee representatives to familiarize them with new policies, standards, or processes. Representatives shall disseminate this information to all employees and receive equal treatment in wages and benefits without special privileges.
- 5.9** Employees are free to establish, join, or withdraw from employee organizations and may elect representatives to negotiate with management on working conditions, wages, and related policies. The factory respects employees' lawful rights to freedom of association and collective bargaining, including the right to refrain from joining any organization.
- 5.10** Employees who identify violations such as unsafe work directives, hazardous operations, or major occupational

risks may propose solutions. The factory must respond promptly. In life-threatening situations, employee representatives may recommend evacuation, and the factory must act immediately.

- 5.11** Employee representatives from the EHS Committee must participate in investigations of workplace accidents or health hazards. Safety committees or employee organizations may propose accountability measures for responsible personnel. Feedback from such groups shall be reviewed and addressed promptly.
- 5.12** Meetings or activities organized by the Employee Welfare Committee shall occur outside working hours unless approved in advance by factory management.
- 5.13** Employees enjoy freedom of religious belief. No individual or group may compel employees to adhere to or renounce a religion, nor discriminate based on religious affiliation. The company supports lawful religious activities approved by national authorities (e.g., providing appropriate venues). Religious activities must not disrupt social order, harm public health, endanger national security, or be influenced by foreign entities.
- 5.14** All employees have the right to assemble, associate, join self-governed organizations, and elect representatives. Employees organizing assemblies or meetings must notify company representatives to obtain approval. The company will support beneficial recreational or sports activities initiated by employees.
- 5.15** Peaceful Assembly
  - 5.15.1** Principles: Compliance, freedom of association, peaceful assembly.
  - 5.15.2** Employees legally retain the rights to assemble, march, and demonstrate.
  - 5.15.3** Assemblies, marches, or demonstrations must not violate laws or infringe upon national, social, or individual rights.
  - 5.15.4** Assemblies must remain peaceful; weapons, controlled tools, or explosives are prohibited.
  - 5.15.5** Violence or incitement to violence is strictly forbidden.
  - 5.15.6** Assemblies, marches, or demonstrations must be reported to the company in advance and conducted within approved routes and times.

## **6.0 Appendices**

None

## **7.0 Reference Documents**

None

## **8.0 Definitions**

None