

SELF ASSESSMENT ETHICAL STANDARDS 供应商职业道德自评表

Please complete the following self assessment: 请完成以下自评内容:

1. Are you already a signatory of the UN Global Compact?1. 贵公司是否已经签署了联合国全球契约?

YES ☐ NO ☐

2. If 1. was answered with "NO": do you affirm that your company including all subsidiaries and associated companies accept and fulfil the below mentioned Ethical Supplier Standards?
2.如问题1.的回答为“否”，是否能够确认贵公司（包括所有子公司和联营公司）接受并履行以下提到的供应商职业道德标准?

YES ☐ NO ☐

3. If 2. was answered with "NO": do you have an own company policy / code of conduct that covers our standard? (if so please attach your document)
3.如问题2.的回答为“否”，贵公司是否有相关的公司政策/行为规范包含了我们要求的标准?(如果是，请提供贵司的相关文件)

YES ☐ NO ☐

Do you accept on-site audits?贵司是否接受现场审核?

YES ☐ NO ☐

Additional comments / feedback of supplier:供应商的补充说明 / 反馈:

ETHICAL SUPPLIER STANDARDS 供应商职业道德标准

Commitments and compliances to standards and laws 标准和法律法规	commit to and comply with international standards and initiatives like Global Compact (GC), International labour standards (ILO) and other applicable laws and regulations (international / local). 承诺并遵守国际标准和倡议例如全球契约（GC），国际劳工标准（ILO）和其他适用的法律和法规（国际的/当地的）。
Occupational Health and Safety 职业健康和安全	provide employees with safe and healthy workplace environment in compliance with applicable laws and regulations.遵守适用的法律法规，为员工提供安全健康的工作环境。
Environmental protection 环境保护	accept and comply with applicable laws and regulations (e.g. regarding waste management, pollution control, contamination of people and environment, transportation), protect the environment and use resources in a responsible manner.接受并遵守适用的法律法规（例如废弃物管理，污染控制，避免和减少对人与环境的有害影响，交通等），保护环境，以负责任的态度利用资源。
Labor conventions 劳工公约 child labor 童工 forced workers 强迫用工 discrimination 歧视就业 harassment 骚扰 association 结社 compensation 报酬	not employ under aged workers (according to ILO Convention No. 138 & 182). 遵守国际劳工组织公约第138条和182条，不雇佣未成年的雇员。 not use any forced or involuntary labor. 无强迫和强制劳动。 not discriminate employees on any basis. 无就业歧视。 treat employees with dignity and respect. 善待并尊重员工。 allow freedom of association. 允许结社自由。 comply with the respective local laws and regulations concerning wages and working hours. 遵守所有国内和国际贸易限制的法律和禁运规定，包括商品，技术或服务的进出口或国内贸易，以及资本和支付交易。
Antitrust regulations 反垄断	promote fair competition and advise employees to abide by all antitrust laws and regulations.促进公平竞争，要求员工遵守所有的反垄断的法律法规。
Trade control 贸易限制	comply with all national and international trade laws restricting or prohibiting the import, export or domestic trade of goods, technologies or services dealing with specific products as well as capital and payment transactions (embargo). 遵守所有国内和国际贸易限制的法律和禁运规定，包括商品，技术或服务的进出口或国内贸易，以及资本和支付交易。
Intellectual Property (IP) / Confidentiality 知识产权/保密	respect all IP rights, will not copy or allow third party access. 尊重所有的知识产权，不得复制或允许第三方访问。 handle all information received as confidential. 对收到的所有资料进行保密。 store confidential informnation in a proper and safe manner. 以适当和安全的方式保存机密信息。 not talk with others about our business (e.g. projects, prices). 不得与其他方谈论我们之间的业务（例如项目，价格等）。
Treatment of business partners 商业伙伴	treat their business partners / sub-suppliers in a fair and ethical manner and advise employees not to demand nor to accept personal advantages such as payments, gifts or other benefils of value and not to offer nor grant personal advantages of any kind to any of our officeholders. 以公平和合乎道德的行为方式对待自己的商业伙伴/次级供应商。建议员工不能要求也不能接受个人利益例如现金，礼品或其他现金等价物，也不能为给为公职人员提供任何形式的个人利益。
Useful links 相关网址	www.un.org , www.unglobalcompact.org , www.ilo.org

Supplier Name (in block letters): 供应商名称 (请用正楷字体):

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Date and place 日期和地点

.....
Signature and company's stamp 签名及公司印章