

WSCT Compliance Policies

WSCT 合规政策

1. Integrity 诚实正直:

This organization is a third-party organization with independent legal status. It conducts activities such as certification, testing and inspection in strict accordance with the business scope approved by China CNAS or GSO. It and its Personnel do not engage in any activities that may violate the independence and integrity of the certification judgment, especially the certification. Comply with the requirements of national laws, regulations and certification and accreditation bodies, fulfill legal obligations, and assume legal responsibilities; Adhere to independent testing and independent judgment, maintain and develop recognized testing capabilities, and do not allow commercial, financial or other pressures to compromise impartiality; Adhere to the principle of openness, fairness, and equal treatment to all customers; laboratories should continue to identify risks that affect impartiality. These risks should include the risks caused by laboratory activities, various relationships between the laboratory, or the relationship between laboratory personnel. However, these relationships do not necessarily pose risks to the impartiality of the laboratory. 本组织是具有独立法律地位的第三方组织。严格按照 CNAS 或 GSO 批准的业务范围开展认证、测试和检验等活动。其及其人员不从事任何可能违反认证判断的独立性和完整性的活动，尤其是认证。遵守国家法律法规和认证认可机构的要求，履行法律义务，承担法律责任；坚持独立测试和独立判断，保持和发展公认的测试能力，不允许商业、财务或其他压力损害公正性；坚持公开、公平、平等对待所有客户的原则；实验室应继续识别影响公正性的风险。这些风险应包括由实验室活动、实验室之间的各种关系或实验室人员之间的关系引起的风险。然而，这些关系不一定对实验室的公正性构成风险。

2. Conflict of Interest 利益冲突: :

WSCT and its personnel responsible for performing the service are not the designer, manufacturer, supplier, founder, owner or maintainer of the substance subject to service, or the authorized representative of any party. WSCT and its personnel do not engage in any activity that would jeopardize their independence and integrity in their decisions. In particular, they cannot be directly involved in the design, production, supply, installation, use and maintenance

of the product that is within the scope of service. **WSCT** 及其负责执行服务的人员不是受服务物质的设计者、制造商、供应商、创始人、所有者或维护者，也不是任何一方的授权代表。**WSCT** 及其工作人员不从事任何可能损害其决策独立性和完整性的活动。特别是，他们不能直接参与服务范围内产品的设计、生产、供应、安装、使用和维护。

WSCT employees may not engage in any financial or other conflict of interest that might cause conflict with their professional activities, significantly impair their impartiality, ability to make decisions based on objective evidence, or provide unfair competitive advantage in favor of any person or organization. **WSCT** 员工不得参与任何可能与其专业活动产生冲突、严重损害其公正性、基于客观证据做出决策的能力、或提供有利于任何个人或组织的不公平竞争优势的财务或其他利益冲突。

WSCT employees **WSCT** 员工：

- Cannot be a partner or shareholder of a supplier, service provider, subcontractor, subcontractor, customer or competitor, directly by themselves or through their relatives, friends or other intermediaries. Employees can invest in publicly available shares of these interested parties. 不能直接或通过其亲属、朋友或其他中介成为供应商、服务提供商、分包商、分包商、客户或竞争对手的合作伙伴或股东。员工可以投资于这些利益相关方的公开股份。
- On the stock market, they cannot be positioned next to or against a customer or competitor who will be affected by the decisions made. 在股票市场上，他们不能被定位在将受到决策影响的客户或竞争对手旁边或与之对抗。
- Cannot hold managerial positions or be an employee of customers and competitors. 不能担任管理职位或成为客户和竞争对手的雇员。

3. Confidentiality 保密性：

The activities of this laboratory are carried out in accordance with relevant national laws, regulations, standards and norms. They are responsible for the management of the information obtained by the laboratory during testing and sampling activities, as well as the information generated during testing and sampling. 本实验室的活动按照国家有关法律、法规、标准和规范进行。他们负责管理实验室在测试和取样活动期间获得的信息，以及测试和取样期间产生的信息。

The confidentiality of the activities of this laboratory is not subject to any administrative intervention, and personnel of relevant departments are not allowed to intervene. The laboratory should keep all information obtained from the

customer confidential, and take responsibility to prevent leakage, and promises to assume take full responsibility for all information obtained or generated in laboratory activities. 本实验室活动的保密不受任何行政干预，相关部门人员不得干预。实验室应对从客户处获得的所有信息保密，并负责防止泄露，并承诺对实验室活动中获得或产生的所有信息承担全部责任。

The laboratory shall notify the client in advance of the information it intends to disclose. Unless the information disclosed by the customer, or the laboratory has an agreement with the customer (for example, for the purpose of responding to complaints), all other information is regarded as proprietary information and should be kept confidential. 实验室应提前通知客户其打算披露的信息。除非客户披露的信息或实验室与客户达成协议（例如，为了回应投诉），否则所有其他信息均被视为专有信息，应予以保密。

The customers Information obtained from the complainants, regulatory agencies, etc., should be kept confidential between the customer and the laboratory. Personnel, including committee members, contractors, personnel from external agencies, or individuals representing the laboratory, shall keep all information obtained or generated during the implementation of laboratory activities confidential, unless required by law. 从投诉人、监管机构等处获得的客户信息应在客户和实验室之间保密。除非法律要求，否则包括委员会成员、承包商、外部机构人员或代表实验室的个人在内的人员应对实验室活动实施过程中获得或产生的所有信息保密。

4. Anti-Bribery 反贿赂:

WSCT employees do not take, give, or offer bribes and report the issue when they encounter an offer or have doubts about it. The company acts transparently and in accordance with laws, regulations and company procedures while conducting its activities. WSCT 员工不会接受、给予或提供贿赂，并在遇到贿赂或对其有疑问时报告问题。公司在开展活动时，行为透明，遵守法律、法规和公司程序。

General methods that provide internal control system and risk management against bribery and corruption are as follows 针对贿赂和腐败提供内部控制系统和风险管理的一般方法如下：

1. WSCT structured and manages its organization in a way that preserves the principles of independence and impartiality, and ensures the continuity of classification and conformity assessment activities. WSCT 以维护独立和公正

原则的方式组织和管理其组织，并确保分类和合格评定活动的连续性。

2. WSCT conducts risk analysis for its employees, including the Ethical Principles, in the recruitment and during employment process, **WSCT 在招聘和雇佣过程中对其员工进行风险分析，包括道德原则，**
3. Internal procedures are established in accordance with the complexity of the company and the tasks undertaken. **内部程序是根据公司的复杂性和所承担的任务而制定的。**
4. All employees are provided with trainings to increase their awareness within the scope of Ethical Principles in a planned fashion. **为所有员工提供培训，以有计划地提高他们在道德原则范围内的意识。**

Employees initially sign the Confidentiality, Independence and Impartiality Pledge. In this way, WSCT communicates its expectations regarding compliance with Ethical Principles to its employees. WSCT communicates its expectations to other parties with which it cooperates, through Cooperation and Compliance Agreement in Support and Development Departments, and through relevant service agreements in Marine and Industry and Certification Sectors. **员工最初签署保密、独立和公正承诺。通过这种方式，WSCT 将其对遵守道德原则的期望传达给员工。WSCT 通过支持和开发部门的合作和合规协议，以及海洋和工业及认证部门的相关服务协议，将其期望传达给与其合作的其他各方。**

5. Fair Business Conducts 公平商业行为:

WSCT commits to take a fair and transparent attitude in business relations with loyalty, sense of responsibility and good faith. It works in accordance with the highest standards of ethical and professional integrity by avoiding any activity that may be in violation of the contractual obligations and the Compliance Program. **WSCT 承诺在商业关系中采取公平透明的态度，忠诚、责任感和诚信。它通过避免任何可能违反合同义务和合规计划的活动，按照道德和职业操守的最高标准工作。**

The success of WSCT depends on the protection of the corporate reputation and the highest ethical values of its employees. WSCT employees carry out their business activities based on the principle of fair business conduct. **WSCT 的成功取决于对公司声誉和员工最高道德价值观的保护。WSCT 员工根据公平商业行为原则开展业务活动**

Fair business conduct principles are listed below 以下列出了公平商业行为原则:

1. Along with the service provided, customers are not forced to purchase other services that are not related to the performance of the work.
在提供服务的同时，客户不会被迫购买与工作绩效无关的其他服务。
2. No action shall be taken to disrupt the competition conditions in the market by taking advantage of the technological, financial or commercial advantages established within the sector, 不得采取任何行动，利用行业内建立的技术、财务或商业优势，扰乱市场竞争条件，
3. No false statements, advertising or propaganda are made regarding the services provided by competitors. 不得对竞争对手提供的服务做出虚假陈述、广告或宣传。
4. Actors in the business environment are not encouraged or pressured not to apply regulations, contracts, rules or similar requirements including confidentiality of information. 不鼓励或迫使商业环境中的参与者不适用法规、合同、规则或类似要求，包括信息保密。
5. While giving information such as WSCT's field of activity, experience, previous business partners or references, previously completed projects etc. to third parties or conducting promotion and advertisement activities, employees communicate clearly and accurately. 在向第三方提供信息，如 WSCT 的活动领域、经验、以前的业务合作伙伴或推荐人、以前完成的项目等，或进行宣传和广告活动时，员工沟通清晰准确。
6. WSCT does not involve into business relations with persons or institutions whose public image is damaged or known to be involved in corruption, bribery and incentives. **WSCT 不与公共形象受损或已知涉及腐败、贿赂和激励的个人或机构建立业务关系。**

6. Health and Safety 健康和安全:

WSCT Health and Safety measures are based on the ISO 45001 standard. The organization management, quality manager and quality assurance staff are responsible for the implementation of the system. **WSCT 健康和安全措施基于 ISO 45001 标准。组织管理层、质量经理和质量保证人员负责体系的实施。**

The experimenter should select appropriate safety equipment (such as overalls, gas masks, gloves and protective glasses) according to the test items; All employees must be familiar with the location of safety passages, fire extinguishers, first aid kits, scrubbers, and water and electrical switches. The signs of the fire emergency exit and emergency lights shall be marked in the passage of the institution, and the escape route and emergency exit shall be kept open at all times. 实验者应根据测试项目选择合适的安全设备（如工作服、防毒面具、手套和防护眼镜）；所有员工必须熟悉安全通道、灭火器、急救箱、洗涤器、水和电气开关的位置。消防安全出口和应急灯的标志应标记在机构的通道上，逃生路线和应急出口应始终保持打开。

For comprehensive information on occupational health and safety, WSCT Environment, Occupational Health and Safety Manual should be reviewed. 有关职业健康和安全的全面信息，应审查 WSCT 环境、职业健康和安全手册。

7. Fair Labor 公平劳动:

The salary and other benefits of WSCT employees and the criteria for the acceptance of candidate employees are defined in the Human Resources Regulation. WSCT has defined the appropriate role profiles for all structures and the relevant human resources that will take part in its organization. The competencies to be pursued through recruitment are specified in the relevant role profile. WSCT monitors and evaluates the performance of its employees through the performance management system established based on objective criteria. WSCT 员工的工资和其他福利以及接受候选员工的标准在《人力资源条例》中有定义。WSCT 已经为所有结构和将参与其组织的相关人力资源定义了适当的角色简介。通过招聘获得的能力在相关的角色简介中有详细说明。WSCT 通过基于客观标准建立的绩效管理体系来监控和评估员工的绩效。

WSCT has determined the following principles for its employees and employee candidates
WSCT 为其员工和员工候选人确定了以下原则

- Issues such as employees working hours, minimum wage payments, social and other benefits are carried out within the scope of the conditions determined in accordance with Labor Law of China. 员工工作时间、最低工资支付、社会福利和其他福利等问题在根据《中国劳动法》确定的条件范围内执行。

- WSCT does not employ people who have not completed the age of 18. **WSCT 不雇佣未满 18 岁的人**
- WSCT does not discriminate between its employees or employee candidates. It offers all its employee's equal conditions and opportunities within the scope of their business activities. **WSCT 不区分其员工和员工候选人。在其业务活动范围内，它为所有员工提供平等的条件和机会。**
- WSCT does not tolerate acts such as harassment, bullying, lynching, retaliation in the workplace. It provides the necessary support for the detection and elimination of these actions. **WSCT 不容忍工作场所的骚扰、欺凌、私刑、报复等行为。它为检测和消除这些行为提供了必要的支持。**