



## OPPO Supplier Code of Conduct

Holding a vision of strive to be a sustainable company that contributes to a better world, OPPO is committed to building a responsible and sustainable supply chain worldwide working together with its business partners, collaborators, and service providers at all levels (hereinafter collectively referred to as “suppliers”). In accordance with the valid International Labor Organization (ILO) Conventions, the Universal Declaration of Human Rights and the United Nation Convention on the Rights of the Child, and with reference to the Social Accountability 8000 Standard (SA8000) and ISO 26000 - Guidance on Social Responsibility, OPPO formulates its Corporate Social Responsibility (CSR) work principles here, requiring all suppliers to discipline operation in accordance with the requirements set out in this OPPO Supplier Code of Conduct (hereinafter referred to as “COC”) and in compliance with applicable laws and regulations of the country and/or region where it locates, respect religious ethics and local folklore, and keep in line with social ethics when processing the business activities.

This COC applies to suppliers who provide products and/or services to OPPO and its affiliates.

OPPO will assess suppliers’ compliance status to this COC, and violations of the COC may jeopardize the business relationship with OPPO, based on which, OPPO reserves the right to terminate suppliers’ qualification.

The requirements listed below in this COC are the basic principles to guide suppliers towards business ethics and compliance. OPPO encourages suppliers to apply higher standards than those of laws, regulations and general ethics, when processing production and business activities, so that to benefit employees and the community, and drive sustainability both in social and



environmental.

### Laws and Regulations

Suppliers shall strictly comply with the requirements of national/regional laws and regulations in production and business operation. In case of any conflicts between legal/regulatory requirements and industry regulations or the requirements of this COC, the stricter standards shall apply.

### Ethics and Human Rights

Suppliers shall conform to social ethics when processing production and business activities, protect the basic rights and needs in living and development of employees, and ensure that their dignity, rights and interests are protected from any infringement to the greatest extent possible.

### Employment Relationship

Suppliers shall establish a fair and just employment relationship with employees, and guarantee the basic rights and interests of employees are protected in accordance with applicable laws and regulations.

### Child Labor and Young Workers

Any form of child labor is forbidden to use. If young workers under 18 years old are hired, suppliers shall ensure the legal rights and interests of young workers be guaranteed in accordance with applicable laws and regulations.

### Working Hours

Suppliers shall follow the requirements of applicable laws and regulations on working hours. The



regular working hours per week shall not exceed 48 hours and the total working hours in a week shall not exceed 60 hours, meanwhile, employees shall be guaranteed to have at least one day rest in every seven days except in emergencies or unusual situations.

### **Remunerations and Benefits**

Suppliers shall comply with the local minimum wage standards, accurately calculate and compensate overtime work, pay employees in monetary way fully and timely, provide and guarantee the basic rights and benefits of employees in accordance with the applicable local laws and regulations. Wages deduction or withholding to cut employees' deserved work income in any form should not be permitted.

### **Anti-Discrimination**

Any form of discrimination is strictly prohibited. Suppliers shall not unfairly treat or judge employees based on their ethnicity, race, region, accent, gender, age, political affiliation, marital status, religious belief, disability, sexual orientation or any other form of personal characteristics.

### **Humane Treatment**

Any form of forced labor, slavery, labor exploitation or use of bonded, indentured or prison labor is strictly prohibited. Suppliers shall not directly or indirectly use involuntary labor or get labor support from human trafficking. No corporal punishment, mental coercion, verbal or physical bully or harassment is allowed.

### **Freedom of Association and Collective Bargaining**

Suppliers shall respect the legitimate rights and interests of employees to join employee



organizations and express appeals or different opinions under the terms set forth in applicable regulations, set up effective channels for collecting and processing employee complaints, opinions and suggestions, listen to their voices, follow up on appeals in a timely manner, and establish healthy, harmonious employee communication mechanism that enables win-win situations.

### Health and Safety

Suppliers shall build healthy, safe and reliable workplaces and facilities for employees, and provide necessary training to employees for improving their awareness of health and safety. If catering and accommodation are arranged, the health, safety, and comfort of those facilities should be guaranteed as well.

### Environment

Suppliers shall take serious concerns to the environmental impact caused by their production and business activities, ensure to follow the national and/or regional environmental protection rules to organize manufacturing, and discharge or dispose waste pollutants properly in compliance with the related laws and regulations. Suppliers shall support the global climate change response plan, set reasonable carbon neutral targets, promote activities for energy saving, emission reduction and decarbonization, reasonably use the energy and water resources, advocate the use of clean energy and environment-friendly materials in production and operations, and actively cooperate with the local community in sustainability to support the construction of a transparent and positive cultural environment.

### Conflict Minerals



Suppliers shall not directly or indirectly purchase conflict minerals (i.e., 3TG - Tungsten, Tantalum, Tin and Gold, or their derivatives) that come from mines controlled by anti-human armed forces in the Democratic Republic of the Congo and its adjoint countries or regions, which may convert into finance the serious violations of human rights and the destruction of the cultural and ecological environment there. Suppliers shall conduct supply chain due diligence on sourcing if any of the above-mentioned metals used in production or operation, and maintain the relevant records for traceability verification to demonstrate a conflict-free in responsible mineral management.

### Trade Security

Suppliers shall strictly follow international trade regulations and regulatory requirements, fulfill obligations in global anti-terrorism cooperation, and shall not support or disguise any form of terrorist activities, including but not limited to hiring, harboring, shielding terrorists or suspects of committing atrocities against humanity, carrying or concealing lethal weapons or viruses in the product packaging or transportation; and publishing or spreading panic-arousing messages in network systems or intelligent groups at all levels.

### Information Security

Suppliers shall take efforts to build a rigorous and reliable information security system, reasonably classifying and protecting all types of business information and employee personal information. Suppliers shall respect intellectual property rights and shall not access professional technical information through unofficial or other illegal means, or misappropriate or disseminate such information. Furthermore, disclosure of sensitive and classified information such as



business secrets, user confidential data, employee privacy in any form without getting prior appropriate authorization is strictly not allowed.

### Business Integrity

Suppliers shall uphold the highest standards of business ethics, abide by the law and operate with integrity. Engagement in corruption, bribery, extortion and misappropriation is strictly prohibited, and it's forbidden to gain benefits or get improper advantage in business through unfair competition.

### Documentation and Records

Suppliers shall accurately record the production and operation activities in accordance with the law, and guarantee the consistency and traceability of the documentation. All records shall be kept for at least six years for possible verification or review. Any practices of record altered, or document forged, or false information provision will not be accepted.

### Supervision and Audit

Suppliers shall follow the COC requirements and conduct periodic audit to evaluate the compliance status both of their own facilities and supply chain management operations, and drive continued improvement. OPPO reserves the rights of assigning dedicated employees or authorized third-party representatives to perform supervisory audit in the plants of suppliers.

### Violations and Reporting

If you find any violations of this COC, please contact us in the following ways.

Official website: <https://www.oppo.com>



Email: [SupplyChainCompliance@oppo.com](mailto:SupplyChainCompliance@oppo.com)

Postal Address: Supply Chain Operation Team

18 Dongwan Avenue, Binhaiwan Bay Area Dongguan, Guangdong, PRC.

Postcode: 523850

For more information about OPPO's corporate social responsibility, please visit

<https://www.oppo.com>

This Code is a supplement to various operational policies, contracts, agreements and business codes of OPPO, and is not intended to create new or additional rights for any third party. OPPO has the sole right to interpret this code of conduct and reserves all other relevant rights.