

JS Global Lifestyle Company Limited

JS 环球生活有限公司

員工權益政策

Employees' Rights Policy

JS 环球生活有限公司（以下簡稱「JS 环球生活」、「我們」或「公司」）尊重每一位員工的基本權益和尊嚴，這是我們打造多元、平等和包容文化的基礎。本員工權益政策（以下簡稱「政策」）反映了為 JS 环球生活以及其子公司保障勞工合法權益的重要規則。除本政策規定的內容外，所有勞工管理必須遵守其所在運營地的法律法規。

JS Global Lifestyle Company Limited (hereinafter referred to as “JS Global Lifestyle”, “We” or “the Company”) respects the basic rights and dignity of every employee, which is the foundation for us to create the culture of diversity, equality and inclusion. The Employees' Rights Policy (hereinafter referred to as “the Policy”) embodies the important rules for JS Global Lifestyle and its subsidiaries to protect the legal rights and interests of workers. In addition to the contents provided in the Policy, all the labor management must comply with the laws and regulations of the place where we conduct business.

JS 环球生活尊重並認可《聯合國世界人權宣言》《聯合國全球盟約》《聯合國商業與人權指導原則》《跨國企業準則》《消除對婦女一切形式歧視公約》《兒童權利公約》《殘疾人權利公約》等國際人權公約的內容，支援世界範圍內對人權的保護，公開展示本公司對於人權方面的承諾。當國家法律與國際人權標準不一致時，JS 环球生活將在合法條件下遵循較高級標準原則，並最大限度地踐行國際人權所要求的內容。

JS Global Lifestyle respects and acknowledges the content of the United Nations Universal Declaration of Human Rights, the United Nations Global Compact, the United Nations Guiding Principles on Business and Human Rights, the Guidelines for Multinational Enterprises, the Convention on the Elimination of All Forms of Discrimination against Women, the Convention on the Rights of the Child and the Convention on the Rights of Persons with Disabilities among other international human rights conventions, supports the protection of human rights worldwide, and publicly displays the Company's commitment to human rights. In the case of inconsistency between national laws and international human rights standards, JS Global Lifestyle will adhere to standards and principles at the higher level subject to laws and practice international human rights requirements to the greatest extent.

政策聲明

Policy Statement

訂立本政策是為了確保 JS 环球生活的勞工管理遵守或超出運營所在地適用的各項法律和法規，並實施和執行有效的應對舉措，以確保公司在任何地方開展業務，都保障員工的合法權益。當本守則中的標準於運營所在地法律有異時，以最嚴格的要求為準，不可因遵守本守則而違反當地法律。

The Policy is formulated to ensure that JS Global Lifestyle complies with or exceeds the applicable laws and regulations in the place where we conduct business regarding labor management, and implements effective measures to guarantee that the Company protects the legitimate rights and interests of employees anywhere it conducts business. In the event that the standards in this Policy differ from the local laws, the most restrictive requirements shall prevail and the local laws shall not be violated by complying with this Policy.

依據相關工作職能，所有相關人群須閱讀、熟悉並遵守本政策。所有員工如發現公司內出現違背本守則的行為，需保持客觀公正，及時向上級領導和/或合規相關部門報告發現的異常行為，以保障公司利益、聲譽及可持續發展。

All relevant persons are required to read, be familiar with and abide by the Policy in accordance with the relevant responsibilities. In case of any violation of the Policy in the Company, all employees shall be objective and impartial, and report the abnormal behavior to their superior and/or relevant departments of compliance in a timely manner, so as to protect the interests, reputation and sustainable development of the Company.

1. 童工與強制勞工

1. Child labor and forced labor

JS 环球生活禁止僱傭被強迫、受束縛（包括債務束縛）或受契約約束的勞工、非自願或剝削性質的獄中勞工、奴隸或販賣人口。JS 环球生活在任何商業經營環節均禁止使用童工，即低於完成義務教育年齡，或低於運營所在地法律要求的最小就業年齡（以其中較高者為準）的任何人。

The employment of forced, bound (including in debt) or indentured labors, involuntary or exploitative prison labors, slaves or trafficked labors is prohibited. The use of child labor, that is, any person below the age of completion of compulsory education or below the minimum age of employment required by the local laws (whichever is higher) is not allowed in any business operations.

2. 工時、工資和福利

2. Working hour, wage and welfare

JS 环球生活向員工支付的薪酬須符合所有運營所在地適用的工資法律，包括支付不低於法定最低標準的薪資，遵守最長工作時間、加班時間和法定福利在內的各項法律，並致力於減少超長工作時間情況的發生，並符合運營所在地行業和勞務市場的合理水平。

JS Global Lifestyle shall pay wages to employees in accordance with all applicable laws on wage in the place where we conduct business, including paying compensation in line with or above the legal minimum, complying with laws on maximum working hours, overtime hours and statutory benefits, and working to reduce the incidence of excessive working hours, and in line with the reasonable level of the industry and labor market locally.

3. 歧視與騷擾

3. Discrimination and harassment

JS 环球生活是向員工提供平等機會的僱主，所有與勞工相關的政策均不與員工的性別、種族、年齡、國籍、宗教信仰、身體狀況、性取向及婚姻狀況等個人特色掛鉤，切實保障同工同酬，保證真正的多元化員工群體與公平的企業文化。這一保證適用於僱傭關係的所有階段，包括聘用、晉升、調動、解聘、資源和設施的使用，以及參加培訓或相關計劃等。

JS Global Lifestyle is an employer that provides equal opportunities to employees. All policies related to labor are not linked to employees' personal characteristics such as gender, race, age, nationality, religious belief, physical condition, sexual orientation and marital status, so as to guarantee equal pay for equal work and ensure a truly diversified workforce and fair corporate culture. This guarantee applies to all stages of the employment relationship, including hiring, promotion, transfer, dismissal, use of resources and facilities, and engagement in training or related programs.

嚴禁直接進行或協助他人進行以下事項，或從以下情況中獲利：

It is strictly forbidden to directly conduct or assist others to conduct the following, or to profit from the following situations:

- 任何法律形式的歧視，包括性別、種族、年齡、國籍、宗教信仰、身體狀況、性取向及婚姻狀況等；

- Any form of legal discrimination, including that of sex, race, age, nationality, religious belief, physical condition, sexual orientation and marital status;

- 實施暴力、性騷擾、性虐待、體罰、精神或肉體霸凌、公開羞辱或言語侮辱等非人道行為，以及威脅要實施此類行為；

- Inhuman acts of violence, sexual harassment, sexual abuse, corporal punishment, mental or physical bullying, public humiliation or verbal humiliation, and threats to commit such acts;

- 製造不道德、不平等或有攻擊性的工作環境。

- Creation of an unethical, unequal or aggressive work environment.

4. 表達、結社自由和集體談判

4. Freedom of expression and association and collective bargaining

JS 环球生活尊重員工任何以促進公司發展為前提的意見和建議表達，員工有參加、組建或者不參加工會的權利。如果員工加入經法律認可的工會，我們致力於與他們自由選擇的代表開展建設性的對話，以及進行善意的集體談判。

JS Global Lifestyle respects employees' expression of opinions and suggestions on the development of the Company. Employees have the right to join, form or not join the trade union. If employees join the legally recognized trade union, we are committed to hold constructive dialogues and friendly collective bargaining with their freely chosen representatives.

5. 健康與安全

5. Health and safety

JS 環球生活定期識別、評估和減少危害員工健康與安全的潛在危險，根據崗位特點提供充足的防護設備和措施，提供必要的身體檢查和醫療保險保障，及時告知工作場所的健康與安全信息，為勞工提供的職業健康安全培訓須滿足運營所在地的最低法律要求。同時我們為員工提供健康指南，合理安排工作時長與遠程工作，並致力於消除超長工作時間，以健康、安全的工作環境保障員工的身心健康。

JS Global Lifestyle regularly identifies, evaluates and reduces potential hazards endangering the health and safety of employees, provides adequate protective equipment and measures based on the characteristics of post, offers the necessary physical examination and medical insurance, informs the workplace health and safety information, provides the occupational health and safety training for labors in line with the minimum legal requirements of the place where we conduct business. We provide health guidelines for employees, arrange appropriate working hours and remote work, and is committed to eliminating excessive working hours, while ensuring a healthy and safe working environment for the physical and mental health of our employees.

6.本地化雇傭

6. Localized Employment

JS 環球生活致力於推動運營地社區的發展。我們將積極推進屬地化員工雇傭，為當地社區創造更多就業機會以增進當地社區居民的福祉。我們將努力為運營所在地員工提供體面的就業機會，同時為弱勢群體就業創造條件。

JS Global Lifestyle is committed to boosting the development of the communities in which it operates. We will actively promote localized employment and create more career opportunities for local communities to enhance the well-being of local community residents. We will strive to provide decent career opportunities for employees in the locations where we operate and create conditions that favor the employment of disadvantaged groups.

7.員工多元化

7. Employee Diversity

JS 環球生活認為員工多元化有助於公司實現更高水準的可持續發展，確保我們始終擁有公平、正直、和諧、包容的企業文化。因此，我們承諾將盡可能招聘多樣化背景（包括性別、性取向、宗教信仰、年齡、婚姻狀況、專業及工作經驗、文化及教育背景等）的員工並在招聘及遴選過程中按照適當的程式進行。

JS Global Life believes that employee diversity helps the Company step up sustainability and ensures a corporate culture of fairness, integrity, harmony, and inclusiveness. Therefore, we are committed to recruiting employees from possibly diverse backgrounds (including gender, sexual orientation, religious belief, age, marital status, professional and work experience, cultural and educational background, etc.) and following appropriate procedures in recruitment and selection.

我們將致力於推進相應培訓計畫，對所有員工提供更加多樣化的培訓發展項目，促進員工的全面發展及能力提升，以期我們的員工在未來勝任更高層級的崗位。

We will put effort in progressing corresponding training plans and providing more diverse training and development programs for all employees to promoting their overall development and ability enhancement so that they will be competent for higher-level positions in the future.

我们将在年报或 ESG 报告中披露公司在员工多元化方面制定的可计量目标，每年评估公司多元化的情况并检讨目标的进展。

We will disclose the Company's measurable goals for employee diversity in the annual report or ESG report, and assess the Company's diversity and review the progress of the goals every year.

我們每一至三年會根據自身業務發展、行業通用慣例及良好標準對本政策進行審視和更新。

We will review and update the Policy every one to three years according to our business development, peer practices and good standards.