

Supplier Code of Conduct

Poly Property Services Co., Ltd. (hereinafter referred to as “Poly Property” or the “Company”) adheres to the procurement principles of openness, fairness and impartiality. The Company actively identifies and cultivates outstanding suppliers, encourages upstream and downstream business partners to integrate the concept of sustainable development into their business cooperations and their own development, promotes the green transformation of the supply chain, and strives to achieve mutually beneficial development of the industrial chain.

This policy applies to Poly Property and its holding subsidiaries. All investee companies, suppliers, contractors and other business partners are encouraged to comply with this policy.

I. Business Ethics

- Implement integrity management by signing cooperation agreements with suppliers that include integrity clauses, require all suppliers to formulate policies and procedures related to anti-corruption and conflicts of interest, and impose debarment measures on non-compliant suppliers;
- Comply with relevant laws and regulations on anti-monopoly and anti-unfair competition, and require suppliers to participate in bidding and business cooperation in a lawful and compliant manner, so as to jointly foster a fair business environment;
- Respect and protect trade secrets and other confidential information, ensuring that the intellectual property and trade secrets of partners such as suppliers are safeguarded.

II. Product Quality and Safety

- Require suppliers to comply with applicable laws and regulations in the places where they operate, and give priority to suppliers that have obtained ISO 9001 Quality Management System Certification;

- Require suppliers to strengthen product quality control in their business processes, and to accept the Company's strict inspection and oversight of the quality of their products and services.

III. Employment Relationship

- Require suppliers to comply with applicable laws and regulations in the places where they operate, to refrain from using child labour and forced or compulsory labour, to treat all employees equally, and to prohibit any discrimination against employees based on race, nationality, gender, age or other factors;

- Require suppliers to sign employment contracts with employees that meet legal and regulatory requirements, and to provide employees with reasonable compensation and benefits; and encourage suppliers to provide employees with training and development opportunities.

IV. Occupational Health and Safety

- Require suppliers to establish management systems and business procedures for occupational health and safety in accordance with legal and regulatory requirements, and give priority to suppliers that have obtained ISO 45001 Occupational Health and Safety Management System Certification;

- Require suppliers to comply with applicable laws and regulations in the places where they operate, and to provide employees with a suitable working environment, safety equipment, protective equipment and related training, thereby reducing work-related accidents and lowering occupational health and safety risks.

V. Environmental Protection

- Require suppliers to comply with applicable laws and regulations in the places where they operate, and to establish management systems and business procedures for environmental protection; and give priority to suppliers that have actively established management systems certified in

accordance with industry standards (such as ISO 14001 Certification);

- Require suppliers to adopt appropriate management, measurement and control procedures to prevent or reduce adverse impacts on the environment. In addition, suppliers should take appropriate measures to actively improve their performance in areas such as energy use, greenhouse gas emissions, water consumption and waste management.

VI. Supplier Management

- Develop and implement procurement management-related systems and supporting measures, establish and improve a transparent, integrity-based and efficient procurement management system, and clarify key aspects of full-cycle supply chain management, including procurement planning, supplier sourcing and onboarding, tendering management, and contract performance management;

- Personnel involved in procurement and supplier management are required to strictly comply with relevant laws, regulations and integrity requirements, and to refrain from unlawfully interfering with the normal conduct of procurement activities, artificially manipulating the tendering results, or circumventing tendering procedures through methods such as splitting large contracts into smaller ones. Furthermore, those responsible for problems arising from negligence in due diligence should be held accountable;

- When screening suppliers, in addition to considering whether their products and services meet the requirements of the project, the Company should comprehensively evaluate their business relevance, qualifications, reputation, and performance in fulfilling contracts. Under otherwise comparable conditions, the Company gives priority to the environmental, social and governance-related performance of the suppliers and their capabilities related to green and low-carbon initiatives;

- Suppliers who access or process personal information and business

data pertaining to the Company, customers, property owners, employees or other individuals during the course of their cooperation should comply with the requirements regarding personal information protection, data security, cybersecurity, and the Company's data governance. They should process such data only within the scope, for the purposes, and for the duration specified in the contract, and should not retain, copy, subcontract, disclose, sell or use such data for any other purposes without authorisation. Upon termination of the cooperation or completion of the processing purpose, relevant data should be returned, deleted or destroyed as required by the Company, and subject to necessary compliance reviews by the Company.

This policy is overseen by the board of directors and will be reviewed and updated every three years or as and when appropriate to ensure compliance with relevant laws and regulations and to promote the continuous improvement in the Company's sustainability level.