

厦门建发钢铁集团有限公司
反歧视与反骚扰政策
Xiamen C&D Steel & Iron Group Co., Ltd.
Anti-Discrimination and Anti-Harassment Policy

1 目的 Purpose

为营造规范、健康、安全的工作环境，维护员工合法权益，防止工作场所中的歧视与骚扰行为，制定本政策。

In order to create a standardized, healthy and safe working environment, safeguard employees' legitimate rights and interests, and prevent discrimination and harassment in the workplace, Xiamen C&D Steel & Iron Group Co., Ltd. (hereinafter referred to as "C&D Steel & Iron Group" or "the Group") has formulated this policy.

2 适用范围 Scope

本政策适用于建发钢铁集团及所属全资、控股公司。

This policy applies to C&D Steel & Iron Group and its wholly-owned and holding companies.

3 集团职责 Group Responsibilities

3.1 本集团尊重员工人格和合法权益，反对任何形式的歧视与骚扰行为。

The Group respects the dignity and the legitimate rights and interests of employees and prohibits any form of discrimination and harassment.

3.2 本集团坚持公平、规范的用工原则，在招聘、培训、晋升、薪酬等方面依法保障员工平等权益，不因性别、民族、年龄、宗教信仰、残疾等因素实施违法歧视。

The Group adheres to fair and standardized employment principles and legally safeguards employees' equal rights in recruitment, training, promotion, compensation, and other aspects. The Group does not engage in unlawful discrimination based on gender, ethnicity, age, religious belief, disability, or other factors.

3.3 本集团禁止以言语、文字、行为等方式对员工实施骚扰、侮辱、威胁、霸凌等不当行为，营造健康、有序的工作环境。

The Group prohibits any form of harassment, humiliation, threats, bullying, or other inappropriate conduct toward employees through verbal, written, physical, or other means, and is committed to fostering a healthy and orderly working environment.

4 处理程序 **Handling Procedures**

4.1 本集团加强员工行为规范管理，倡导相互尊重、平等沟通的工作氛围。
The Group strengthens the management of employee conduct and promotes a workplace atmosphere characterized by mutual respect and equal communication.

4.2 本集团结合实际情况开展相关宣传或培训，提升员工反歧视与反骚扰意识。

The Group carries out relevant awareness campaigns or training programs based on actual needs to enhance employees' awareness of anti-discrimination and anti-harassment practices.

4.3 本集团建立员工意见反馈和投诉渠道，对相关问题依法依规处理。
The Group establishes channels for employee feedback and complaints and addresses related issues in accordance with laws and regulations.

5 处理机制 **Handling Mechanism**

5.1 员工如认为自身或他人遭受歧视或骚扰，可通过人力资源部门、工会或集团相关渠道反映情况，并提供相关信息或材料。

Employees who believe that they or others have been subjected to discrimination or harassment may report the matter through the Human Resources Department, the labor union, or other relevant group channels, and provide relevant information or supporting materials.

5.2 本集团在收到相关反馈后，将结合实际情况进行核实处理；对经查实存在违规行为的，将依据本集团制度及相关法律法规进行处理。

Upon receiving relevant feedback, the Group will verify and handle the matter based on the actual circumstances. Where violations are confirmed, the Group will take action in accordance with group policies and applicable laws and regulations.

生效 Effective Date

本政策经本集团管理层审议通过后实施，自发布之日起生效。

This policy has been reviewed and approved by the Group's management.

This policy shall come into effect from the date of its publication.

英文版为中文版政策的翻译件，如与中文版存在不一致的，以中文版内容为准。

The English version serves as a translation copy of the Chinese version of the policy. In case of any inconsistencies between the English and Chinese versions, the Chinese version shall prevail.

厦门建发钢铁集团有限公司

Xiamen C&D Steel & Iron Group Co., Ltd.

2026年 月 日

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