

## 员工权益及福利保障举措

### Employee Rights and Welfare Protections

#### 1. 员工权益保护

##### Protection of Employee Rights

立讯精密发布[《立讯精密关于保护劳工人权的声明》](#)，以表达公司维护劳工权益的坚定立场。我们秉持高标准的国际劳工准则，在严格遵守法律法规基础上，全面践行《世界人权宣言》《联合国工商业与人权指导原则》、国际劳工组织核心公约及《工作基本原则与权利宣言》，参考《社会保障最低标准公约》《雇主主动终止雇佣公约》《雇主破产情况下保护工人债权公约》等额外技术公约保护要求，响应《责任商业联盟行为准则》（RBA 行为准则）《企业尊重人权的责任：诠释指南》、全球苏利文原则和社会道德责任标准（SA 8000）等全球倡议，致力于为员工打造安全、体面与可持续的工作环境。

Luxshare Precision has issued the [Statement on Labor Human Rights Protection](#) to affirm its commitment to abide by policy covers ILO core conventions plus additional protections. Adhering to high international labor standards, the Company fully complies with laws and regulations while actively implementing the *Universal Declaration of Human Rights*, the *Guiding Principles on Business and Human Rights*, the *ILO Core Conventions*, and the *Declaration on Fundamental Principles and Rights at Work*. Additionally, we reference supplementary technical conventions such as the *Social Security (Minimum Standards) Convention*, the *Termination of Employment Convention*, and the *Protection of Workers' Claims (Employer's Insolvency) Convention*. We also align with global initiatives such as the Responsible Business Alliance (RBA) *Code of Conduct*, the *Corporate Responsibility to Respect Human Rights: An Interpretive Guide*, the Global Sullivan Principles, and the Social Accountability 8000 (SA 8000) standard.

These efforts underscore our dedication to creating a safe, decent, and sustainable work environment for employees.

公司制定并实施了《社会责任管理手册》《员工手册》《招聘管理办法》《非强迫性工作作业程序》《未成年工保护程序》《禁止使用童工和补救管理程序》《加班管理办法》《结社自由及集体谈判管理程序》《防止歧视及骚扰作业程序》《多元融合管理程序》等一系列制度，明确规范工作场所行为，杜绝强迫劳动、雇佣童工、歧视及骚扰等违法违规行为，保障员工合理的工作时长和薪酬权益，尊重员工自由结社与集体协商权利。

The Company has developed and implemented a series of policies, including the *Social Responsibility Management Manual, Employee Handbook, Recruitment Management Procedures, Non-Forced Labor Procedures, Child and Juvenile Labor Management Procedures, Juvenile Worker Protection Procedures, Prohibition of Child Labor and Remediation Management Procedures, Overtime Management Procedures, Freedom of Association and Collective Bargaining Procedures, Anti-Discrimination and Harassment Procedures, and Diversity and Inclusion Management Procedures*. These policies clearly define workplace conduct, prohibit illegal practices such as forced labor, child labor, discrimination, and harassment, ensure reasonable working hours and fair compensation, and respect employees' rights to freedom of association and collective bargaining.

## 劳工权益风险管理举措 Labor Rights Risk Management Measures

### 强迫劳动（核心公约）Forced Labor（Core Convention）

- 依法签订劳动合同，明确雇佣条件，严禁收取押金或扣押证件。发现强迫劳动现象，迅速调查，追究责任，并为受影响者提供支持
- Legally sign labor contracts, clearly define employment conditions, strictly prohibit the collection of deposits or withholding of ID documents. Upon discovery of forced labor, we will promptly investigate and hold accountable, and provide support to those affected

### 结社自由及集体谈判（核心公约）Freedom of Association and Collective Bargaining (Core Convention)

- 保障员工自由组织或加入工会的权利，提供资源支持
- Guarantee employees' rights to freely organize or join unions and provide resource support
- 迅速介入调查权益受侵害事件，为受影响员工提供法律支持
- Promptly intervene to investigate rights infringement incidents and provide legal support to affected employees

### 反骚扰及虐待（核心公约）Anti-Harassment and Abuse (Core Convention)

- 杜绝各类骚扰行为，通过《员工手册》规范工作纪律，对违规行为依法惩戒
- Eliminate all forms of harassment, regulate work discipline through the *Employee Handbook*, and legally penalize violations
- 鼓励员工举报骚扰事件，收到投诉后，公司将及时调查并为受影响者提供必要支持
- Encourage employees to report harassment incidents. Upon receiving complaints, the Company will promptly investigate and provide necessary support to those affected

### 同工同酬（核心公约）Equal Pay for Equal Work (Core Convention)

- 严格执行同工同酬的原则，不以性别、年龄、国籍等原因，给予不同的薪酬待遇，确保每一位员工的付出都能得到相应的回报
- Strictly enforce the principle of equal pay for equal work, ensuring that no different compensation is given based on gender, age, nationality, etc., and that every employee's efforts are duly rewarded

### 反歧视（核心公约）Anti-Discrimination (Core Convention)

- 在各雇佣环节严禁歧视行为，对相关投诉立即调查并提供必要支持，确保公平公正的工作环境
- Prohibit discriminatory practices at all stages of employment, immediately investigate related complaints, and provide necessary support to ensure a fair and just working environment

### 职业健康与安全（核心公约）Occupational Health and Safety (Core Convention)

- 定期识别评估职业风险，采取措施降低隐患，发放防护设备，发生安全事件及时处理并提供保障
- Regularly identify and assess occupational risks, take measures to reduce hazards, provide protective equipment, and promptly handle safety incidents while providing necessary support

### 防止童工（核心公约）Prevention of Child Labor (Core Convention)

- 严格核查员工年龄，确保合法雇佣，鼓励员工举报违法雇佣童工行为。一旦发现，立即停止其工作，安排体检，护送回监护人身边，并协助其继续完成义务教育
- Strictly verify employee ages to ensure legal employment, encourage employees to report illegal child labor practices. Upon discovery, immediately cease their work, arrange medical check-ups, escort them back to their guardians, and assist them in continuing compulsory education

## 劳工权益风险管理举措（续） Labor Rights Risk Management Measures (Continued)

### 雇佣终止保障 Employment Termination Protection

- 除非有正当的理由，如违反《员工手册》中列示的条款，不得随意解雇员工。如确有雇佣终止，将依法为员工提供相应解雇补助及津贴或其他离职福利
- Employees shall not be dismissed without just cause, such as violations of terms specified in the *Employee Handbook*. In the event of employment termination, legally provide corresponding dismissal compensation, allowances or other separation benefits

### 负责任重组 Responsible Restructuring

- 建立了清晰的重组政策，破产重组时，遵守各地法规关于运营变更最短通知期的相关规定，与员工进行友好协商，依法处理员工的经济补偿和留用问题，并开展技能提升培训，协助员工再就业
- Establish clear restructuring policies and ensure protection in cases of company insolvency. During bankruptcy restructuring, comply with local regulations regarding the latest notification periods for operational changes, engage in friendly negotiations with employees, legally handle excessive pay and assistance with outplacement, and provide skill development trainings and assist re-employment

### 维护体面生活的薪资体系 Living Wage System

- 及时支付员工薪酬，提供有竞争力的薪酬，并不断完善公司福利体系，支持员工及其家人维持体面生活
- Timely pay employee salaries, commit to provide a living wage, and continuously improve the Company's welfare system to ensure a decent living for employees and their families

### 加班补偿 Overtime Compensation

- 严格遵守《员工手册》规定，按时支付加班工资或补贴
- Strictly adhere to the *Employee Handbook* regulations, pay overtime wages or subsidies on time
- 不强制安排非工作时间活动，合理安排加班与休息，并持续跟踪工作时长，发现问题立即纠正，为受影响员工提供医疗支持
- Do not mandate non-working hours activities, reasonably arrange overtime and rest periods, continuously monitor working hours, immediately correct any issues found, and provide medical support to affected employees

为加强对劳工风险的监督稽核，公司参照 RBA 行为准则制定自我评估表（SAQ）以及专项稽核标准，每年开展 1 次覆盖所有子公司的劳工风险评估，滚动推进专项稽核，并监督指导子公司改善直至结案。此外，我们亦积极配合客户开展定期稽核与不定期飞检相结合的第三方审核，并持续推进权威第三方审核。

To strengthen oversight and auditing of labor risks, the Company has developed a Self-Assessment Questionnaire (SAQ) and specialized audit criteria aligned with the RBA Code of Conduct. An annual labor risk assessment is conducted across all subsidiaries, followed by rolling specialized audits, with monitored guidance provided to subsidiaries until all identified issues are resolved. Furthermore, we actively cooperate with clients for second-party audits, combining regular inspections with irregular spot checks. We also continue to advance third-party audits by authoritative bodies.

截至 2024 年末，立讯精密旗下 1 家子公司通过 RBA VAP 审核并获得铂金级，16 家子公司获得白银级；立讯精密自身运营及供应链均未发现涉及侵犯结社自由及集体谈判权利、强迫劳动、非法奴役、雇佣童工以及任何类型的歧视事件。

As of the end of 2024, 1 subsidiary passed RBA Validated Audit Program (VAP) and 16 subsidiaries attained silver-level certifications audit and obtained platinum-level certification. Meanwhile, no incident involving violations of freedom of association, collective bargaining rights, forced labor, illegal servitude, child labor, or any form of discrimination was identified in Luxshare Precision's operations or supply chain.

## 2. 员工职业发展

### Employee Career Development

立讯精密高度重视员工的融入和发展过程，为全体员工（包括兼职及合同工<sup>1</sup>）提供多样职业晋升发展和技能知识提升培训，帮助员工构建核心竞争力。

Luxshare Precision places high importance on the integration and development process of its employees, offering a variety of skills and knowledge development training programs and career development training covering all employees (including part-time and contractors<sup>2</sup>), helping employees build core competitiveness.

#### 2.1 高潜后备人才培养

#### Talent Succession and Development Training

公司每年针对各层级后备高潜人才开展多项技能和知识培训，以持续强化各类人才的专业能力、管理能力、领导能力，打造可持续的人才后备体系。

The Company conducts comprehensive succession planning and development programs at multiple levels to continuously strengthen their professional, management, and leadership capabilities, building a sustainable talent reserve system.

#### 人才培养体系

#### Talent Succession and Development Training System

培训对象 Training Target	课程主题 Course Themes
M5高管、M4领导力训战 M5 Senior Management M4 Leadership Training Program	文化融入、商业及战略及各类遴选课程 Cultural Integration, Business and Strategy, Various Selection Courses
M4后备训战 M4 Reserve Training Program	财务精要、决策、团队建设、培养员工、战略规划与执行 Financial Essentials, Decision-Making, Team Building, Employee Development, Strategic Planning and Execution
M3管理进阶 M3 Management Advancement Project	文化融合、自我管理、团队管理、业务管理等 Cultural Integration, Self-Management, Team Management, Business Management
M3后备训战 M3 Reserve Training Project	思维力、专业力、影响力、执行力、决断力等 Thinking Skills, Professional Skills, Influence, Execution, Decision-Making
M2后备训战 M2 Reserve Training Project	管理者文化建设类、从技术走向管理等 Managerial Culture Building, Transition from Technical to Management
M1预备线长训战 M1 Reserved Line-supervisor Training Project	角色认知、基础工作等案例讨论、知识竞赛等 Role Recognition, Basic Work Case Discussions, Knowledge Competitions
P3、P4高潜项目 P3, P4 High-Potential Programs	职业素养提升、职场通用技能提升、实践任务等 Professional Competence Enhancement, General Workplace Skills Improvement, Practical Tasks
储干-星计划 Reserve Cadre - Star Program	集训、实习、定岗、高管认养、导师带教、专业学习等形式 Intensive Training, Internships, Position Placement, Executive Mentorship, Mentor Guidance, Professional Learning

<sup>1</sup> 2024 年，立讯精密未雇佣兼职工及合同工。

<sup>2</sup> In 2024, Luxshare Precision did not employ part-time or contract workers.

## 2.2 学历提升项目

### **Academic Advancement Program**

立讯精密为全体员工（包括兼职及合同工）提供继续教育与学历认证机会。我们携手外部专业机构，为员工提供学费补贴和激励措施，助力员工完成学历提升。

Luxshare Precision provides support for degree programs or certifications for all employees (including part-time and contractors). In collaboration with external professional institutions, we offer tuition subsidies and incentives to support employees in advancing their education.

### 3. 员工薪酬与福利

#### Employee Compensation and Benefits

为吸引、激励并保留人才，公司建立了覆盖海内外全体员工的基于绩效的可变薪酬体系与面向全体员工的股权激励计划<sup>3</sup>，持续为员工提供具有市场竞争力的薪酬。

To attract, motivate, and retain talent, the Company has established a performance-based incentive pay structure covers all employees around the world and employee stock plan for all employees<sup>4</sup>, providing market-competitive compensation.

#### 可变薪酬体系

#### Variable Performance-Based Compensation

直接员工 Direct Employees	间接员工 Indirect Employees
<ul style="list-style-type: none"> <li>• 全勤考核奖金：提供月度全勤奖金</li> <li>• Full Attendance Bonus: Monthly bonuses for full attendance</li> <li>• 优秀员工奖金：开展定期评选，以识别和奖励表现优秀的员工</li> <li>• Outstanding Employee Bonus: Regular evaluations to recognize and reward top-performance employees</li> <li>• 额外补贴：提供基于工作表现的额外奖金和补贴，作为浮动薪酬的一部分</li> <li>• Additional Allowances: Performance-based bonuses and allowances as part of variable ompensation</li> </ul>	<ul style="list-style-type: none"> <li>• 绩效管理：统一开展日常绩效管理</li> <li>• Performance Management: Unified daily performance management</li> <li>• 年度考核与薪酬调整：进行年度绩效考核，并据此调整薪酬</li> <li>• Annual Evaluation and Compensation Adjustment: Conduct annual performance reviews and adjust salaries accordingly</li> </ul>

<sup>3</sup> 激励对象包括满足条件的管理层人员、核心技术（业务）骨干和基层员工。

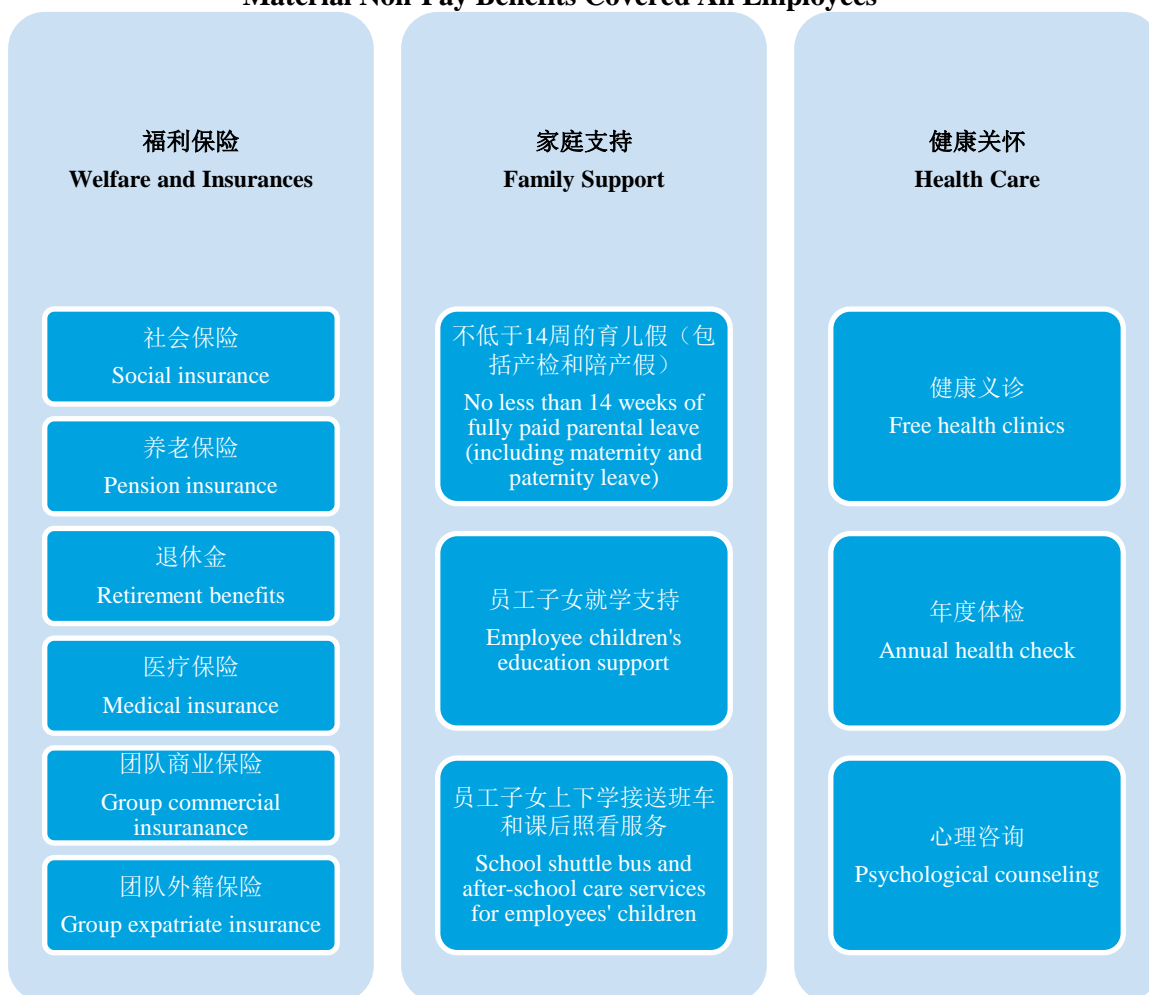
<sup>4</sup> Incentive targets include eligible management personnel, core technical (business) elites, and grassroots employees.



同时，公司为全体员工（包括兼职及合同工）提供多项非薪酬福利，全方位关怀员工福祉，致力于为员工创造稳定、健康、和谐的工作与生活环境。

Meantime, the Company offers various non-pay benefits to all employees (including part-time and contractors), comprehensively caring for their well-being and striving to create a stable, healthy, and harmonious work and living environment.

### 覆盖全体员工的非薪酬福利 Material Non-Pay Benefits Covered All Employees



立讯精密将持续积极响应社会各界对企业在员工权益保障方面的要求，不断增强人才吸引力，创建多元共融的职场。

Luxshare Precision will actively respond to societal expectations regarding the protection of employee rights, continuously enhancing its talent appeal and fostering a diverse and inclusive workplace.