



可持续采购政策

Sustainable Procurement Policy

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适用范围 / Scope: 南京西斯博有机硅有限公司（以下简称“西斯博有机硅”或“西斯博”）采购、供应链及相关业务活动。
Applicable to procurement, supply chain and related business activities of Nanjing SiSiB Silicones Co., Ltd. (“SiSiB Silicones” or “SiSiB”).

1. 目的 Purpose

为进一步加强供应链管理，推动环境、社会及治理（ESG）理念在采购与供应链中的落实，西斯博制定本可持续采购政策。
To further strengthen supply chain management and promote the implementation of Environmental, Social and Governance (ESG) principles in procurement and supply chain activities, SiSiB has established this Sustainable Procurement Policy.

本政策旨在：This Policy is intended to:

- 推动负责任采购； promote responsible sourcing;
- 加强供应链 ESG 管理； strengthen supply chain ESG management;
- 降低供应链风险； reduce supply chain risks;
- 提升供应链透明度与合规性； improve supply chain transparency and compliance;
- 推动长期稳定合作； support long-term stable cooperation;
- 满足国际客户及 ESG 审核要求。 support international customer and ESG audit requirements.

西斯博持续推动采购管理与可持续发展理念相结合，并不断优化供应链管理体系。

SiSiB continuously integrates sustainable development principles into procurement management and continuously improves its supply chain management system.

2. 适用范围 Scope

本政策适用于：

This Policy applies to:

- 原材料采购； raw material procurement;
- 包装材料采购； packaging material procurement;
- 物流与运输服务采购； logistics and transportation service procurement;
- 外协与加工服务采购； outsourced processing and service procurement;
- 设备与办公物资采购； equipment and office supply procurement;
- 其他供应链相关合作。 other supply chain-related cooperation.

本政策适用于：



This Policy applies to:

- 采购部门； procurement personnel;
- 供应链相关部门； supply chain-related departments;
- 管理层； management personnel;
- 与西斯博开展合作的供应商及服务商。 suppliers and service providers working with SiSiB.

3. 可持续采购原则 Sustainable Procurement Principles

西斯博在采购与供应链管理过程中坚持以下原则：

SiSiB follows the principles below in procurement and supply chain management activities.

3.1 合法合规 Legal Compliance

供应商及合作方应遵守适用法律法规及国际贸易要求。

Suppliers and business partners shall comply with applicable laws, regulations and international trade requirements.

重点包括：

Key areas include:

- 国际贸易合规； international trade compliance;
- 海关与出口要求； customs and export requirements;
- 危险品运输要求； dangerous goods transportation requirements;
- 环境与安全法规； environmental and safety regulations;
- 劳工与商业道德要求。 labor and business ethics requirements.

3.2 商业道德 Business Ethics

西斯博反对任何形式的：

SiSiB opposes all forms of:

- 商业贿赂； bribery;
- 回扣； kickbacks;
- 欺诈行为； fraud;
- 不当利益输送； improper benefits;
- 数据造假； falsification of information;
- 不公平竞争行为。 unfair competition practices.

西斯博鼓励供应商建立规范、透明的商业管理体系。

SiSiB encourages suppliers to establish transparent and compliant business management systems.

3.3 环境保护 Environmental Protection

西斯博鼓励供应商持续加强环境管理，降低资源消耗及环境影响。

SiSiB encourages suppliers to continuously strengthen environmental management and reduce resource consumption and environmental impact.



重点包括：

Key areas include:

- 节能减排； energy saving and emission reduction;
- 废弃物管理； waste management;
- 危险化学品管理； hazardous chemical management;
- 水资源管理； water resource management;
- 环境风险控制。 environmental risk control.

3.4 劳工与人权 Labor and Human Rights

西斯博鼓励供应商遵守基本劳工与人权要求。

SiSiB encourages suppliers to comply with fundamental labor and human rights requirements.

包括但不限于：

Including but not limited to:

- 禁止童工； prohibition of child labor;
- 禁止强迫劳动； prohibition of forced labor;
- 公平就业； fair employment;
- 禁止歧视； non-discrimination;
- 职业健康与安全； occupational health and safety;
- 合理工作时间与薪酬。 reasonable working hours and compensation.

3.5 信息安全与数据保护 Information Security and Data Protection

供应商及合作方应妥善保护客户、商业及技术信息。

Suppliers and business partners shall properly protect customer, commercial and technical information.

重点包括：

Key areas include:

- 文件保密； document confidentiality;
- 数据安全； data security;
- 邮件与信息的管理； email and information management;
- 国际贸易资料保护； protection of international trade documents;
- 防止未经授权的信息泄露。 prevention of unauthorized disclosure of information.

3.6 长期合作与持续改进 Long-Term Cooperation and Continuous Improvement

西斯博希望与供应商建立长期、稳定、透明的合作关系。

SiSiB aims to establish long-term, stable and transparent cooperation with suppliers.



西斯博鼓励供应商持续提升：

SiSiB encourages suppliers to continuously improve:

- 产品与服务质量； product and service quality;
- 环境与安全管理； environmental and safety management;
- ESG 管理能力； ESG management capability;
- 合规与风险管理能力。 compliance and risk management capability.

4. 供应商 ESG 管理要求 Supplier ESG Management Requirements

西斯博将逐步加强供应商 ESG 管理与风险识别。

SiSiB continuously strengthens supplier ESG management and risk identification.

必要时可开展：

Where necessary, SiSiB may conduct:

- 供应商 ESG 问卷； supplier ESG questionnaires;
- 供应商风险评估； supplier risk assessments;
- 文件审核； document reviews;
- 供应商现场审核； supplier on-site audits;
- 整改跟踪； corrective action follow-up;
- 年度供应商评估。 annual supplier evaluations.

对于存在较高 ESG 风险的供应商，西斯博可要求进一步整改或优化管理措施。

For suppliers with relatively higher ESG risks, SiSiB may require additional corrective actions or management improvements.

5. 高风险供应链管理 High-Risk Supply Chain Management

西斯博结合行业特点及国际贸易环境，重点关注以下风险：

SiSiB pays particular attention to the following risks based on industry characteristics and international trade conditions:

- 国际贸易合规风险； international trade compliance risks;
- 危险化学品运输风险； hazardous chemical transportation risks;
- 制裁与支付风险； sanctions and payment risks;
- 原材料供应波动风险； raw material supply fluctuation risks;
- 环境与安全风险； environmental and safety risks;
- 商业道德风险。 business ethics risks.

必要时可结合供应商所在国家、地区及业务特点开展风险识别与评估。

Additional risk identification and assessments may be conducted based on supplier location and business characteristics where necessary.



6. 供应商沟通与合作 Supplier Communication and Cooperation

西斯博鼓励与供应商保持开放、透明及长期合作关系。

SiSiB encourages open, transparent and long-term cooperation with suppliers.

西斯博可通过以下方式加强供应链沟通：

SiSiB may strengthen communication with suppliers through:

- 日常业务沟通； routine business communication;
- ESG 问卷； ESG questionnaires;
- 文件审核； document reviews;
- 培训与交流； training and communication;
- 供应商评估； supplier evaluations;
- 现场审核。 on-site audits.

7. 培训与宣导 Training and Communication

西斯博结合实际情况开展可持续采购相关培训，包括：

SiSiB conducts sustainable procurement-related training based on actual operational needs, including:

- 商业道德与反腐败； business ethics and anti-corruption;
- ESG 与供应链管理； ESG and supply chain management;
- 国际贸易合规； international trade compliance;
- 危险化学品与运输合规； hazardous chemicals and transportation compliance;
- 信息安全与数据保护； information security and data protection;
- 供应链风险管理。 supply chain risk management.

持续提升采购及供应链相关人员的 ESG 与风险管理意识。

SiSiB continuously improves ESG and risk management awareness among procurement and supply chain personnel.

8. 持续改进 Continuous Improvement

西斯博将结合：

SiSiB will continue improving its sustainable procurement management based on:

- ESG 管理要求； ESG management requirements;
- 国际客户审核要求； international customer audit requirements;
- 国际贸易环境变化； changes in international trade conditions;
- 行业风险变化； changes in industry risks;
- 实际运营情况。 actual operational conditions.

后续重点包括：

Future focus areas include:



- 供应商 ESG 风险识别; supplier ESG risk identification;
- 供应链合规管理; supply chain compliance management;
- 信息安全与数据保护; information security and data protection;
- 高风险供应商管理; high-risk supplier management;
- 可持续采购能力提升。 enhancement of sustainable procurement capability.

9. 附则 Final Provisions

本政策由西斯博管理层负责解释与更新。

This Policy shall be interpreted and updated by SiSiB management.

西斯博可根据：

SiSiB may revise this Policy based on:

- 法律法规变化; changes in laws and regulations;
- 国际客户审核要求; international customer audit requirements;
- ESG 管理需求; ESG management needs;
- 实际运营情况变化。 changes in actual operational conditions.

本政策自发布之日起实施。

This Policy shall take effect from the date of issuance.