

Preface



- ▶ Self-Regulatory Guidelines No. 17 for Companies Listed on Shenzhen Stock Exchange-Sustainability Report (For Trial Implementation)
- ▶ Self-Regulatory Guidelines No. 2 for Companies Listed on Shenzhen Stock Exchange- Standardized Operation of Listed Companies on the Growth Enterprise Market
- ▶ Guidelines for Sustainable Development Reports of Chinese Enterprises (CASS-ESG6.0)
- ▶ Global Reporting Initiative's Sustainability Reporting Standards
- ▶
- ▶
- ▶

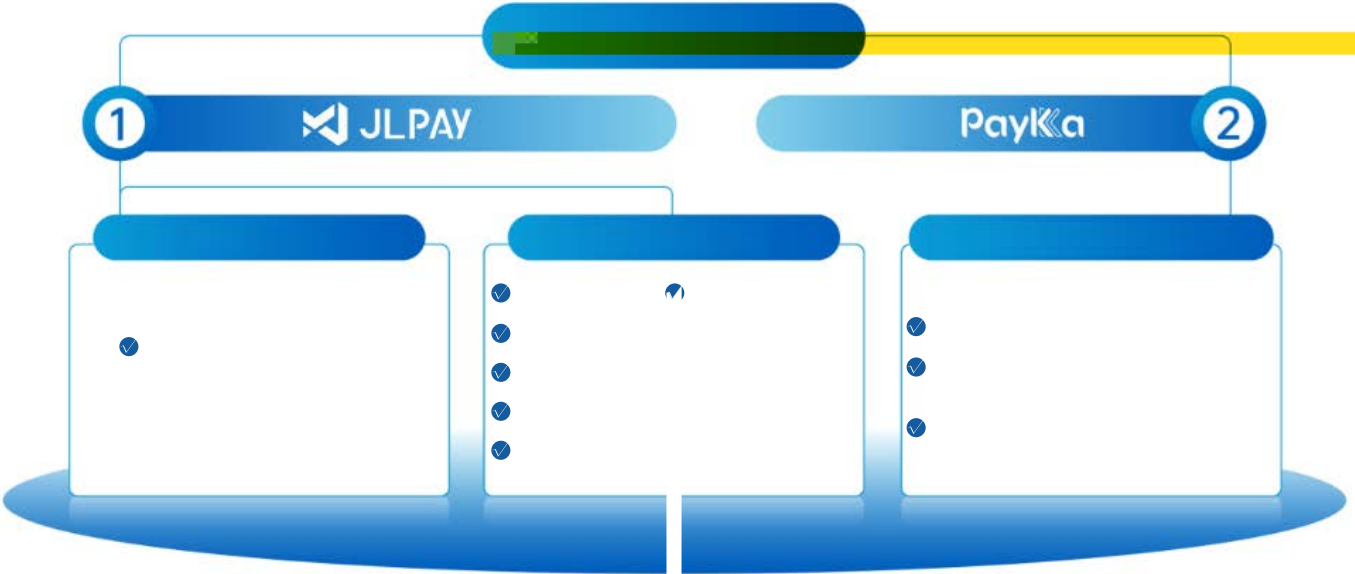


01

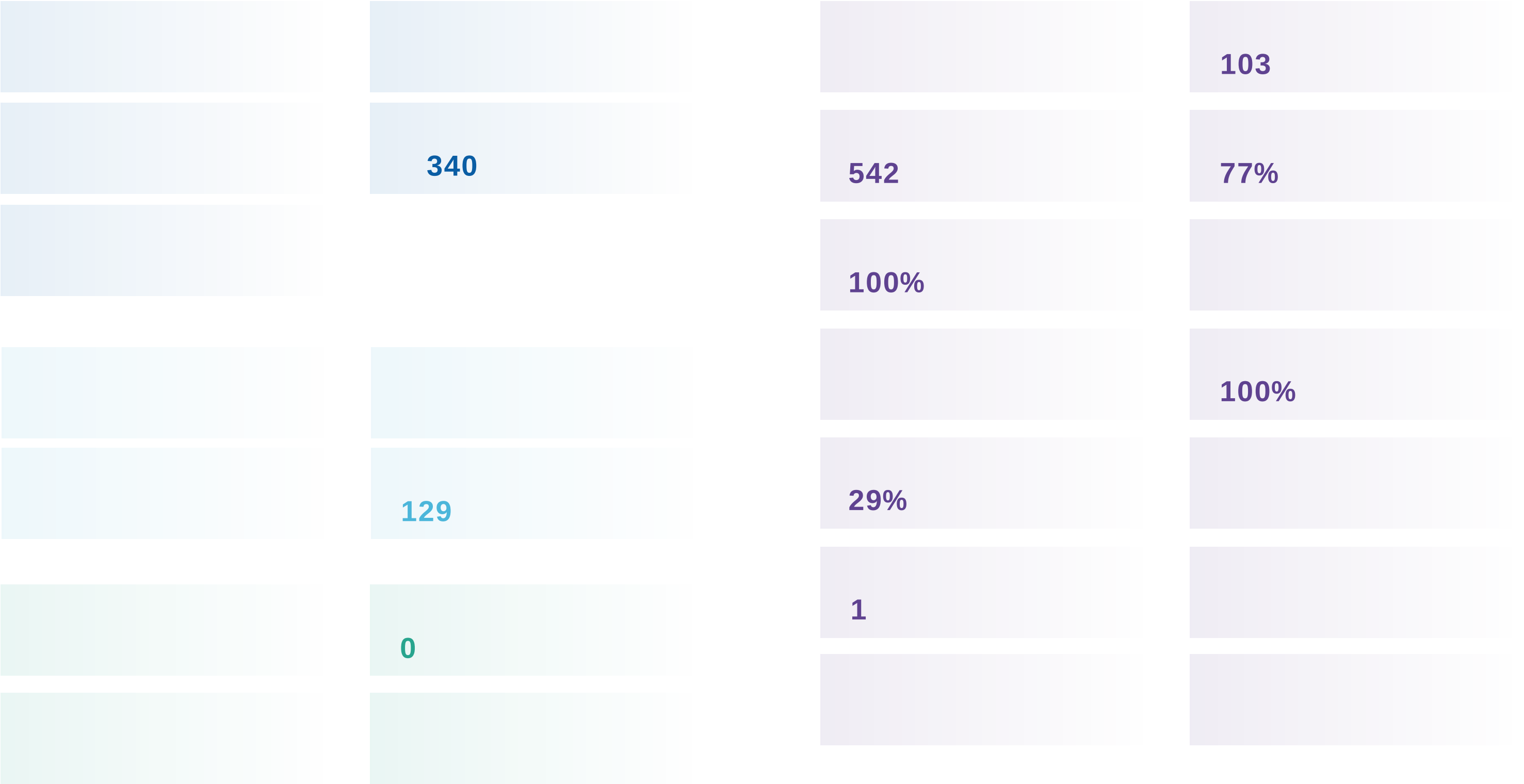
07







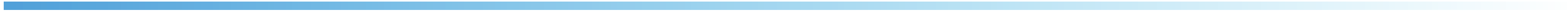




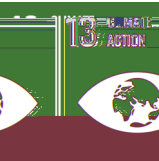
02

19





03

34

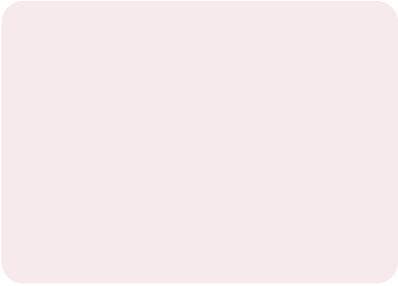


Company Law of the People's Republic of China

Company Law

Companies

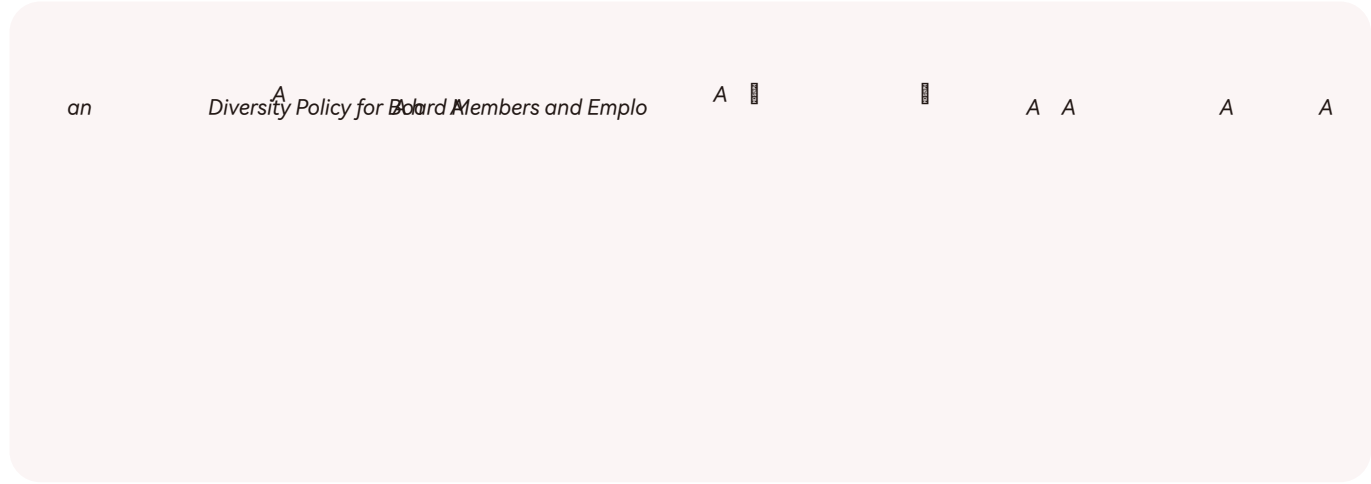
Articles of Association
Company Law
Rules for the Shareholders' Meetings of Listed
Rules of Procedure for the Shareholders' Meeting



Work System for Independent Directors
Articles of Association

Rules of Procedure for the Board of Directors

Company Law



an

Diversity Policy for Board Members and Emplo

A

█

█

A

A

A

A

A

A

A

█

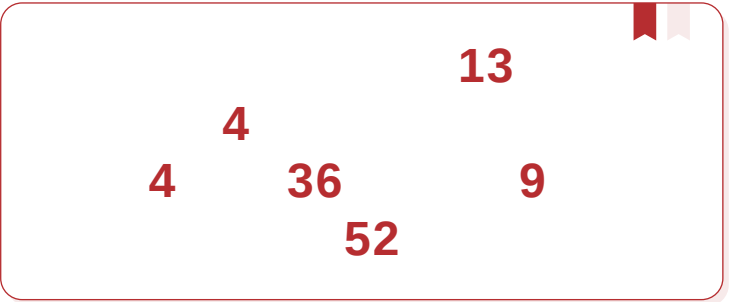
Risk Management Policy

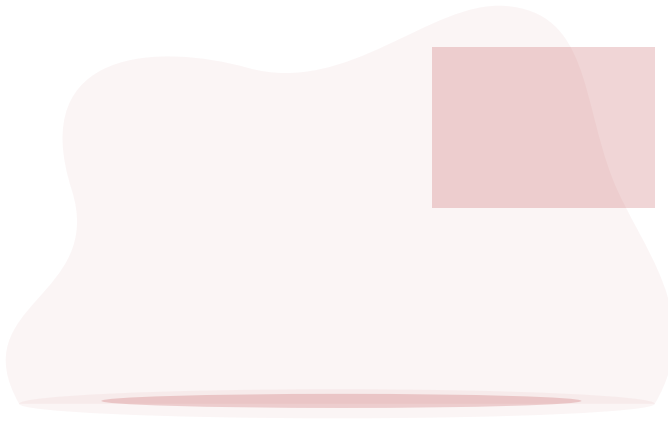
Internal Control

Basic Norms for Enterprise Internal Control

Self-Assessment Report on Internal Control

Internal Audit System

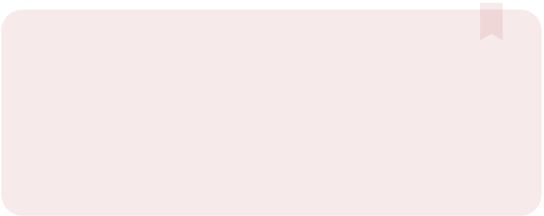




ChiNext Listing Rules
for Major Errors in Annual Report Information Disclosure

Measures for the Administrative of Information Disclosure of Listed Companies

Shenzhen Stock Exchange
Information Disclosure System Accountability System



Investor Relations Management System

Decision-Making System

Company Law

Articles of Association

Related-party Transaction





Profit Distribution Management System



Partner Integrity and Honesty Commitment

Investigation and Case Filing Approval Form

Detailed Reporting Information Record Form



Integrity Management Standards

Standards

Conflict of Interest Management Standards

Integrity Management

of China

Anti-Monopoly Law of the People's Republic of China

Anti-Unfair Competition Law of the People's Republic

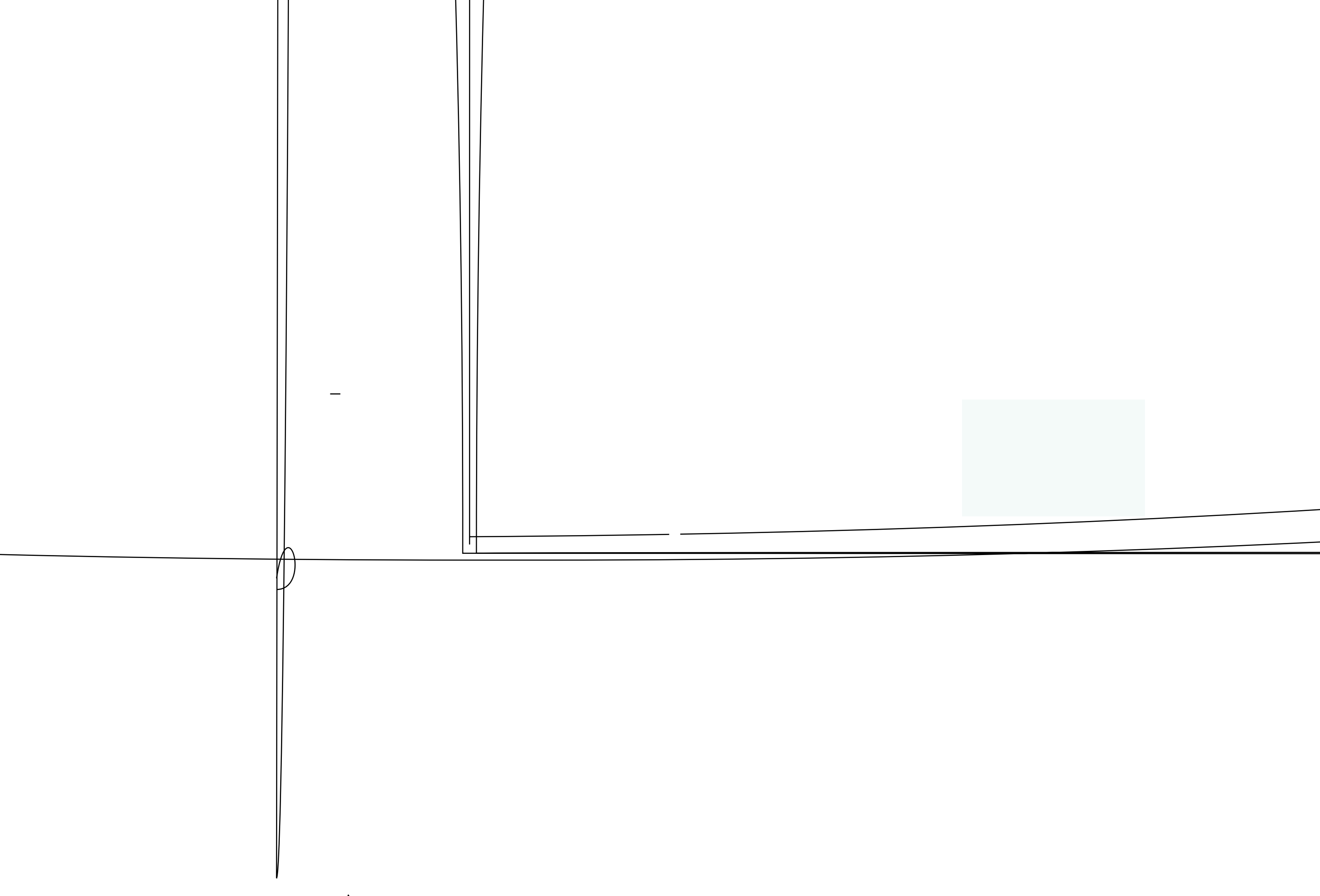
04

39

43

46





Measures for the Environmental Emergency Response Management
Control Procedures for Emergency
Preparedness and Response, Emergency Plan for Hazardous Chemicals Leakage
Typhoon and Rainstorm Emergency Plan
Emergency Plan for the Manufacturing Branch.

Environmental Protection Law of the People's Republic of China, Law of the People's Republic of China on Environmental
Impact Assessment
Quality,
Environment and Safety Management Manual, Environmental Safety Management Regulations
Management Procedures for
Environmental/Safety Objectives, Indicators and Programs

Water Pollution Prevention and Control Law of the People's Republic of China,
Atmospheric Pollution Prevention and Control Law of the People's Republic of China
Control Procedures for Environmental Aspects
Hazard Sources and Control
Procedures for Environmental and Safety Monitoring and Measurement

Hazardous Chemicals Management System

Specification

Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Waste
Waste Management

People's Republic of China, Water Law of the People's Republic of China
Resource and Energy Management Procedures

Energy Conservation Law of the

Hazardous Waste Transfer Manifest

Case

POS Devices

Specifications for Recycling and Destruction of Scrapped

Recycling Form for Scrapped POS Devices

Letter for POS Device Destruction

Commitment



rence			

Water Law of the People's Republic of China

		2025

Logistics Operation Procedures

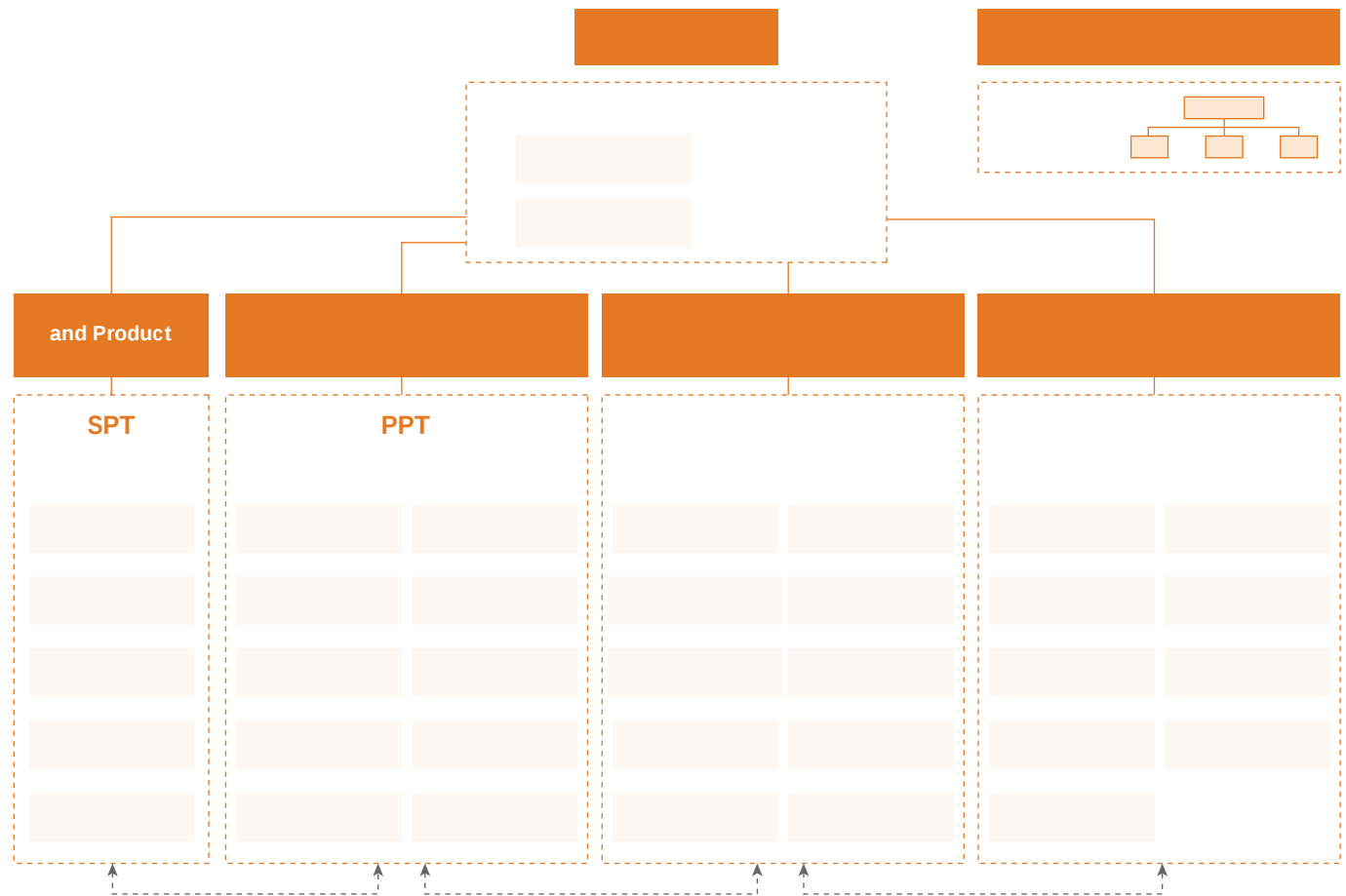
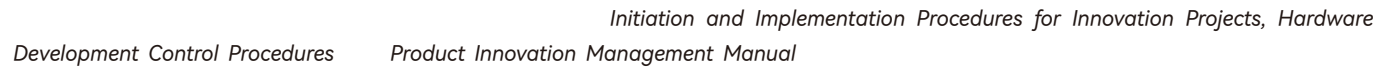
		2025



05

71



[illegible]

Case

Advanced Management Series · High-Level Practical Training on AI-Empowered Product Innovation and Planning



Case

Front-end Monitoring: From Technical Implementation to Business Empowerment



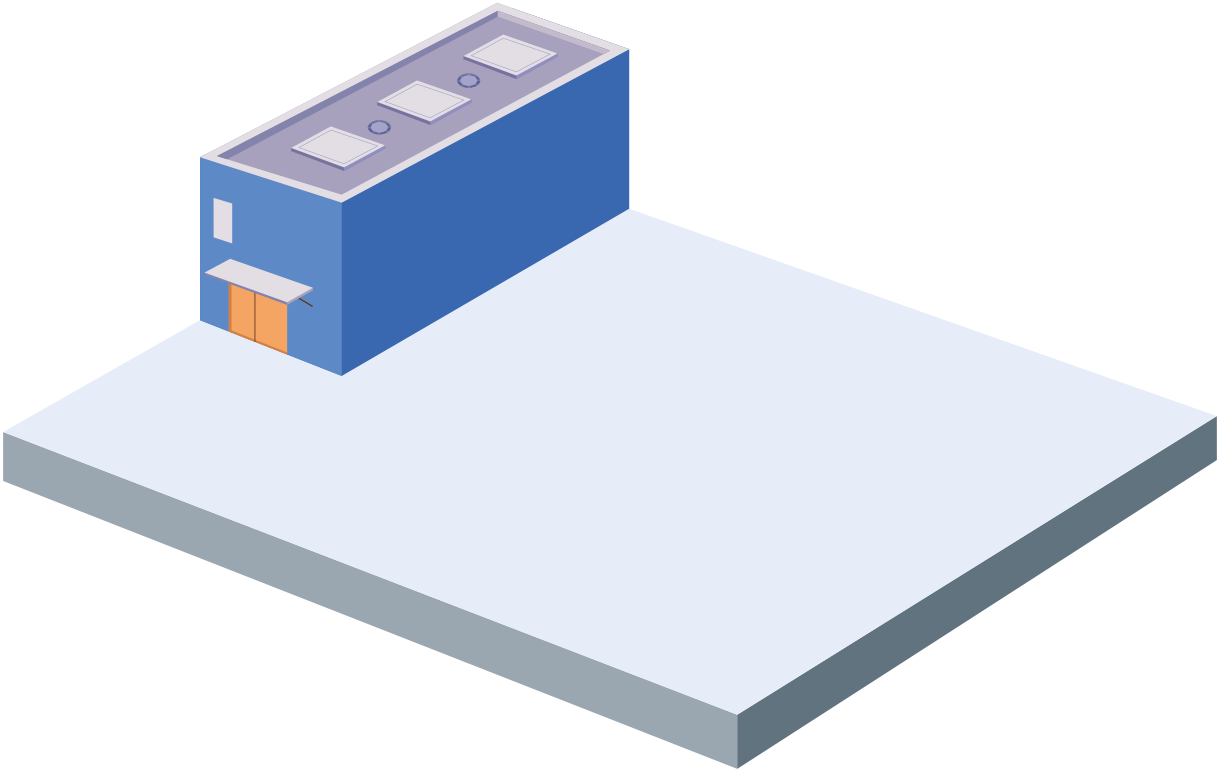
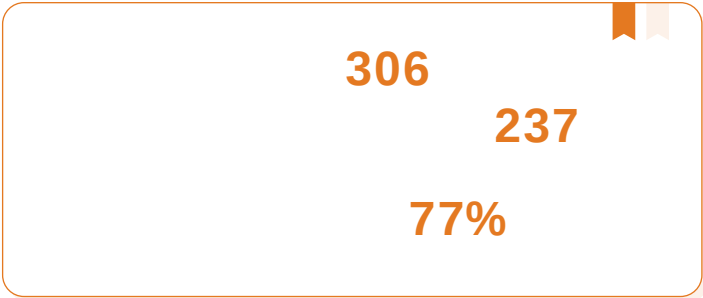


Patent Law of the People's Republic of
China, Copyright Law of the People's Republic of China



Intellectual Property Management
Measures Specification for Trademark Use and Authorization
Management

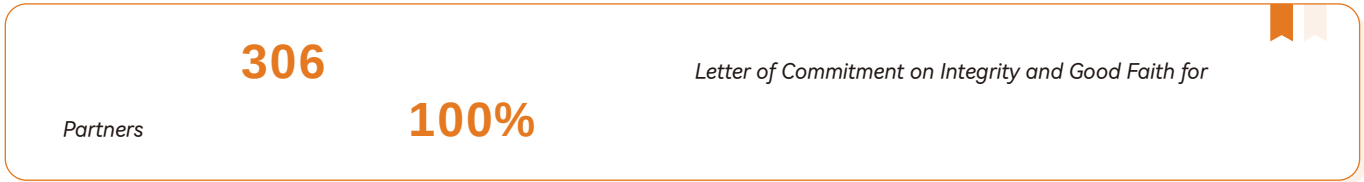
2025



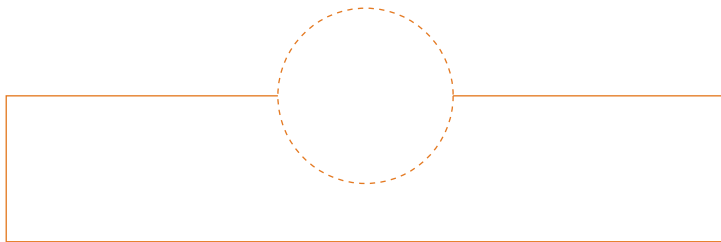
Procurement Management System Procurement Price Supervision and Management System

Integrity Management Specification

Letter of Commitment on Integrity and Good Faith for Partners



Design and Development Control Procedure, Project Management Control Procedure, Incoming Inspection Control Procedure, Manufacturing Process Control Procedure Finished Product Inspection and Control Procedure



rence

Risk Management Policy

List of Industrial Product

Quality and Safety Risk Management and Control



Material Receipt

Corrective and Preventive Actions

Non-conforming Product Management Procedure

Management Procedure for

Management R&D Software Quality R&D Quality Management

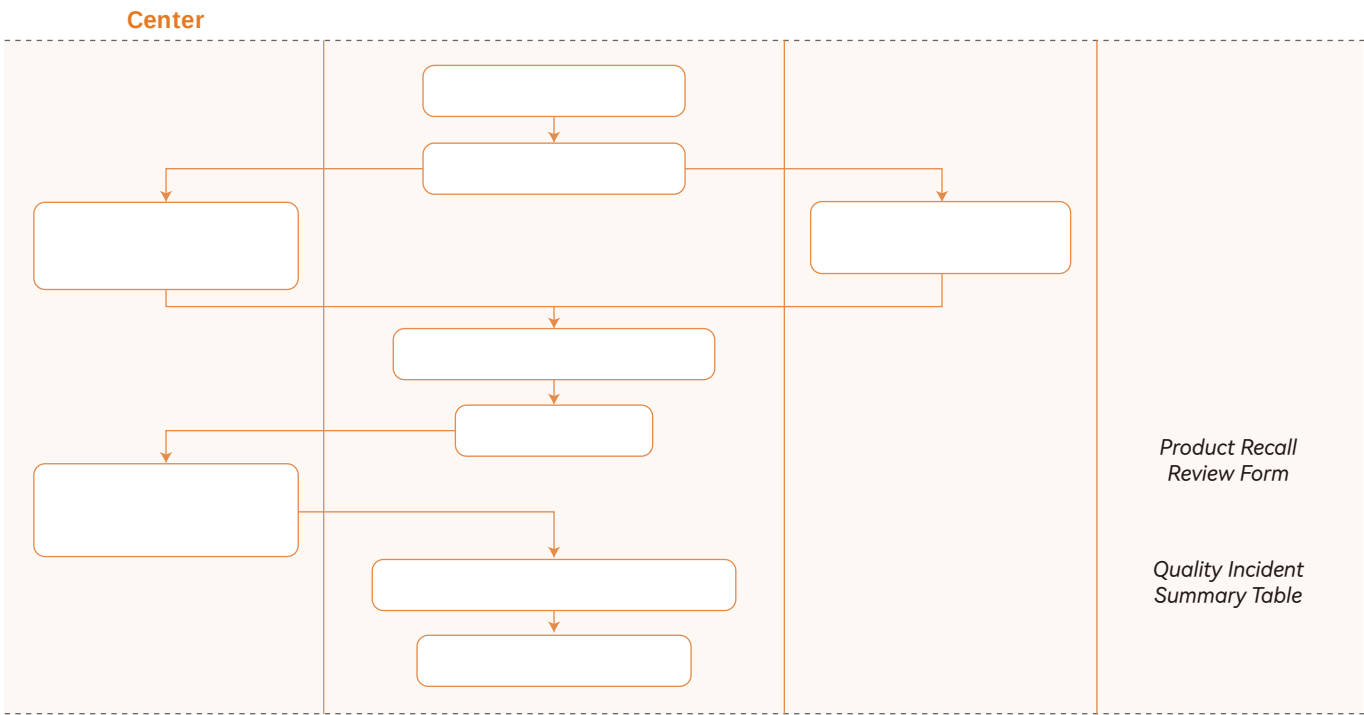


Product Recall

Specification

After-sales Support Business Management

Product Recall Process



Equipment Maintenance Management Procedure

Schedule

Regular Equipment Maintenance

Management Specificatio

After-sales Support Business

After-sales Support Business Management Specification Customer Complaint Handling Specification

Customer Satisfaction Survey Procedure

Satisfaction Survey Registration Form

Case

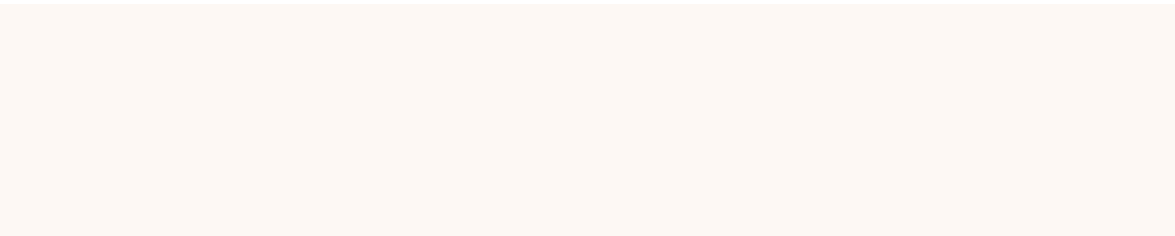
Management System

Employee Resignation Risk

Administrative Measures for Payment Information Security

Security Management Specification

Data



Emergency Response Plan for Information Center Computer Room Management System for Information System Emergency Response Plan

Case

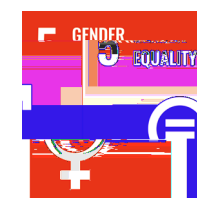
Data Security Management Specification Administrative Measures for Payment Information Security



06

79

91



Diseases Work Safety Law of the People's Republic of China Regulations on Occupational Health Management in Workplaces Safety Investment Management System, Work Safety Reward and Punishment System, Hazardous Chemicals Management System and Safety Education and Training System



Emergency Response Plan Fire Emergency Response Plan, Hazardous Chemicals Leakage Work-related Injury Accident Emergency Response Plan

Case

		2025

Chemical & Hazardous

Substances Management Procedure

Case



2025

Labor

Labor Law

Law of the People's Republic of China
Labor Contract Law of the People's Republic of China
Labor Contract Law Special Rules on the Labor Protection of Female Employees
Provisions on the Prohibition of Using Child Labor



Labor Law, Labor Contract Law

Employment Promotion Law of the People's Republic of China

Employee Handbook, Recruitment Management

System Personnel Management System

2
11



2025

2025

Performance Appraisal Management System

User Operation Manual for the Performance System

Remuneration Management System

on Enterprise Democratic Management

Trade Union Law of the People's Republic of China
Management System of the Workers' Congress

Provisions

		2025

243

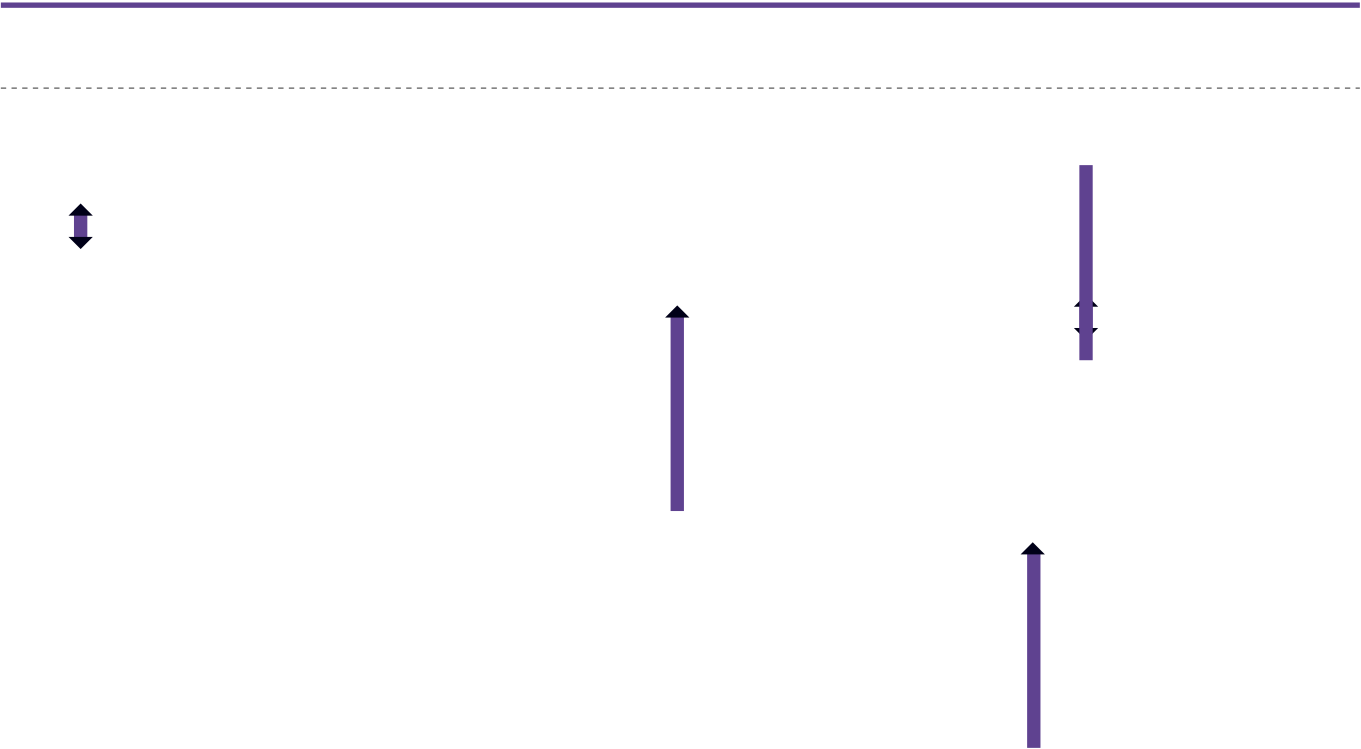
251

1



2025

Career Development Management System



Case



Case



Case



Case



Case

Index

Table of Contents

