

ALLTOP abides by international conventions and human rights declarations aimed at protecting human rights, the rights and freedoms that individual citizens should enjoy, including caring for vulnerable groups, prohibiting child labor, and eliminating various forms of forced labor and employment discrimination. ALLTOP is committed to safeguarding the basic human rights of employees. Under the core value, employees are regarded as an important asset of ALLTOP. And provide a safe and healthy working environment, favorable salary and welfare.

Human Rights Policy and Specific Management

In addition to being committed to safeguarding the basic human rights of employees and supporting the Universal Declaration of Human Rights, ALLTOP HR department has established "Human Rights Policy and Measures " to protect the legitimate rights and interests of employees. In addition, there are policies such as "Sexual Harassment Prevention, Complaints and Investigation and Handling Measures ", "Safety and Hygiene Work Rules", "Plan for Prevention of Illegal Infringement in the Execution of Duties", "Employee Health Management Measures", etc. ALLTOP employment policy is non-discriminatory (regardless of gender, age, race, religion, party affiliation, etc.), as long as the qualifications and abilities meet the job requirements, equal job opportunities are provided, and a harmonious working environment between labor and management is created.

Training Practices for Human Rights Protection

《Communication within the company》

The pre-employment training for new recruits provides relevant legal compliance and publicity, including the prohibition of forced labor, child labor, anti-sexual harassment, anti-discrimination, etc.

《Implement workplace bullying prevention advocacy》

The company will assist employees to understand the status of workplace bullying. Let them know how to avoid bullying and work together to create a harmonious working environment.

《Occupational Safety Series Training advocacy》

Provide work safety training and publicity for company employees, such as fire training, emergency personnel training and general safety and health education and training.

In addition, ALLTOP implemented human rights protection related training (internal and external training) for employees in 2023, with a total duration of 95 hours, and 110 people completed the training. We will continue to focus on human rights protection related issues and promote related education training to raise human rights protection awareness and reduce the possibility of associated risks.

Human Rights Issues	Object	Evaluation/Communication Channels	Measure
Providing a Safe and Healthy Work Environment	All Employees	Environmental Space Safety Facilities	<ul style="list-style-type: none"> ● Keeping the space bright / ventilated ● Aisle: Provide a safety entrance place ● Toilets and tea rooms are clearly marked
Prohibition of Child Labor	All Employees	According to the company's human rights policy and measure, the hired employees are inspected and double-checked to ensure that nothing is overlooked.	According to the company's human rights policy, the company only recruits applicants who are over 18 years old.
Eliminate Unlawful Discrimination to Ensure Equal Job Opportunity	All Employees	The company strictly abides by local government labor laws, international norms and company human rights policy. The principle of non-discrimination will be promoted and enforced by relevant internal regulations. There will be no discrimination based on race, class, language, ideology, religion, party affiliation, place of origin, place of birth, gender, sexual orientation, age, marriage, pregnancy, appearance, facial features, or physical and mental	The pre-employment training for new recruits provides relevant legal compliance and publicity to improve employees' human rights awareness.

Human Rights Issues	Object	Evaluation/Communication Channels	Measure
		disabilities.	
Prohibition of Forced Labor	All Employees	Labor-Management Meetings Complaint Channels for Employees	The company strictly abides by local government labor laws, international norms and company human rights policy. Do not force or coerce any unwilling personnel to perform labor services.
Health	All Employees	Health check-ups	Providing regularly health check-ups for employees.