

企业社会责任 Corporate Social Responsibilities

企业社会责任是炬光科技所大力提倡的，我们坚信有责任有担当的企业管理可以提升企业价值，它能让我们提早识别各种风险和机遇，及时调整应对策略。公司正在积极推进公司环境、健康与安全管理体系、劳动权益保障体系、商业道德体系、环境管理体系、职业健康与安全体系等的建设。企业社会责任是我们企业战略和企业发展过程中一个不可或缺的组成部分。我们正在为我们的员工、环境和社会的发展做出积极的贡献。

Corporate social responsibility (hereinafter will be referred to as “CSR”) is strongly advocated by Focuslight Technologies Inc (hereinafter will be referred to as “Focuslight”). We firmly believe that corporate management which undertakes responsibilities can enhance the corporate value. CSR enables us to early identify various risks and opportunities and adjust our response strategies in a timely manner. We are actively promoting the construction of our environmental, health and safety management system, labor rights protection system, business ethics system, environmental management system, occupational health and safety system and other systems. CSR is an integral part of our corporate strategy and corporate development process. We are making a positive contribution to the development of our employees, the environment and society.

企业社会责任对我们来说意味着：

What does CSR mean to us:

1. 遵纪守法，诚信经营

Compliance With the Law and Keep Integrity in Running Business

无论何时何地，遵纪守法是我们的首要任务。炬光科技坚持诚实守信、互利共赢的经营原则，与客户、供应商保持长期良好的合作伙伴关系。严格遵守国家相关法律法规、部门规章及规范，包括出口管制法、环境保护法、安全生产法和劳动保护法等。尊重客户、尊重员工、尊重投资者，积极履行合同义务，合法经营，诚信服务。同时公司承诺带动企业的员工共同遵纪守法，共建法治社会。

Wherever and whenever possible, compliance with the law is our top priority. Focuslight adheres to the business principles of honesty and trustworthiness, creates a mutual benefit and

win-win situation between our customers and us, and maintains a long-term good partnership with our customers and suppliers. We strictly abide by relevant national laws, regulations, departmental rules and norms, including export control laws, environmental protection laws, safety production laws and labor protection laws. We respect our customers, employees and investors. We fulfil our contractual obligations actively, operate our business legally and provide service in good faith. At the same time, we are committed to drive our employees to jointly comply with the law and build a society based on the rule of law.

我们遵守业务所在国家/地区的出口管制和海关规定，内部对应岗位员工有义务在工作中遵守现行制裁方案，出口管制和海关法律法规以及相关指导准则和流程。

We comply with the export control rules and customs regulations of the countries in which we operate our business, and our relevant staffs are obliged to comply with existing sanction regulations, export control regulations and custom laws and regulations as well as relevant guidelines and procedures in their work.

2. 以人为本，保障员工利益

People-Oriented, and Protecting the Interests of Employees

公司以人为本，尊重员工的权益，不歧视员工、不进行强迫劳动、不体罚与虐待员工、尊重法律允许下的自由结社、不使用童工、工作时间、工资福利符合法规要求，并进行持续改善，以不断的符合法规的要求。

Focuslight is people-oriented and respects the rights and interests of its employees. We do not discriminate against employees, do not engage in forced labor, do not subject employees to physical punishment and abuse. We respect freedom of association as permitted by law, do not use child labor, and our employees' working hours, wages and benefits are complied with regulatory requirements, and is making continuous improvements to maintain compliance with regulatory requirements.

对我们来说，员工不是资源，而是独立的个体，他们的能力和技巧是组织中的最宝贵的价值。我们不仅为员工创造稳定的发展平台、合理的工资和薪酬，还提供有吸引力的培训机会。此外，员工的健康及在工作场所的安全也至关重要。公司重视为所有员工提供均等的机会，不会因年龄、性别、国籍、宗教、肤色或性取向不同而区别对待。员工的个人能力和潜力才是举足轻重的。我们鼓励不同地域的员工

携手合作，寻找创新解决方案，开拓新市场，赢得新客户。公司尊重并认员工通过成立职工代表大会为改善工作环境进行集体磋商的权利。

For us, our employees are not resources, but independent individuals whose abilities and skills are the most valuable things in our organization. We not only provide our employees with a stable platform for development, reasonable wages and salaries, but also offer attractive training opportunities. In addition, the health of our employees and their safety in the workplace are of paramount importance. The company provides equal opportunities for all employees and does not discriminate on the basis of their age, gender, nationality, religion, color or sexual orientation. The individual abilities and potentials of our employees are significant. We encourage employees from different geographical areas to work together to find innovative solutions, develop new markets and find new customers. The company respects and recognizes the right of employees to consult collectively through the establishment of a Staff Council to improve the working environment.

3. 商业道德

Business Ethics

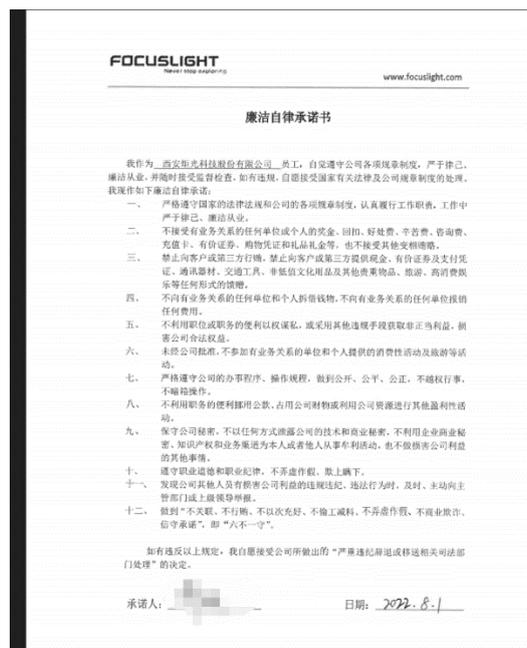
公司的商业准则是基于“公平交易”的原则。因此，员工不得收受回扣、贿赂、秘密收取佣金或其他个人好处。公司不主张员工接受礼品或娱乐，旨在避免影响或可能会影响员工做出客观和公正的商业决定。在我们看来，任何以欺骗行为，在主观和客观上造成合作任何一方利益的损失和伤害的行为，都将被视为违背商业道德准则。

Focuslight's business principles are based on the principle of "fair trading". Therefore, employees must not accept kickbacks, bribes, secret commissions or other personal favors. We do not advocate the acceptance of gifts or entertainment by employees in order to avoid influencing or potentially influencing employees to make objective and fair business decisions. In our opinion, any deceptive behavior which, subjectively and objectively, causes loss and harm to the interests of any party to the cooperation will be considered a breach of the code of business ethics.

公司为此制定了《商业行为准则》且员工签订了《廉洁自律承诺书》，每位员工都有义务遵守公司所在地区和国家的法律。包括但不限于有关收受贿赂和回扣、版权、商标和商业秘密、信息隐私、内部交易、给予或接受佣金、工作骚扰、环境保护、职业健康和安全、错误或误导的财务信息或滥用公司财产的法律。公司禁止任何及所有形式的贪污、敲诈勒索和挪用公款等行为，并推行监控和强化程序以确

保符合公司要求。炬光的每一位员工不得提供或接受贿赂或其他形式的不正当收益，为此公司制定了相关标准定期对人员进行合规培训。

Focuslight has established a Code of Business Conduct for this purpose and employees have signed an Integrity Pledge, which obliges each employee to comply with the laws of the region and country in which the Company is located. This includes, but is not limited to, laws relating to the acceptance of bribes and kickbacks, copyright, trademarks and trade secrets, privacy of information, insider trading, giving or receiving payments, harassment at work, environmental protection, occupational health and safety, false or misleading financial information or misuse of company's assets. We prohibit any and all forms of corruption, extortion and misappropriation of public funds and has implemented monitoring and enhanced procedures to ensure compliance with Company requirements. Focuslight's employees are prohibited from offering or accepting bribes or other forms of improper gain, and for this purpose, we have established relevant standards and offer regular compliance training for our personnel.



公司非常重视公正透明，任何人出于善意举报疑似违规行为，无需害怕受到不利影响。

We take fairness and transparency very seriously and anyone reporting a suspected breach in good faith need not to be fear of adverse consequences.

我们同样期待我们的合作伙伴在业务往来时能够保持诚信，为此我们会根据要求仔细审查合作伙伴并确保他们和我们一样尊重我们所认可的商业行为规范。

We also expect our business partners to act with integrity in their business dealings, and for this purpose, we will carefully scrutinize our business partners upon request and ensure that they respect our recognized business codes of conduct as much as we do.

每位员工都有义务保守商业机密和公司机密以及其他委托炬光科技或炬光科技在工作中以其他方式了解到的非公开信息。同样公司尊重和保护其他公司的商业机密。

Each employee has a duty to maintain trade secrets and company's confidential information, and other non-public information entrusted to Focuslight or otherwise received during the course of their employment. We also respect and protect the trade secrets of other companies.

公司承诺遵守数据保护和信息安全规章，我们会保护（员工、客户和供应商的）个人数据，我们只在法律，规章和内部指南及政策允许范围内记录、处理和使用个人数据。我们将积极推动高标准的信息技术安全体系建设。

We are committed to complying with data protection and information security regulations. We will protect personal data of employees, customers and suppliers and we will only record, process and use personal data to the extent that is permitted by law, regulations and internal guidelines and policies. We will actively promote the establishment of a high standard of IT security system.

公司杜绝内部交易行为，法律禁止利用内幕消息买卖证券或提供买卖证券的建议。违反该法律对当事员工和公司都将产生严重后果。所以炬光科技承诺内幕信息必须保密。

The Company does not tolerate insider trading and the law prohibits the use of insider information to buy or sell securities or to give advice on buying or selling securities. A breach of this law will have serious consequences for both the employee concerned and the company. Therefore, Focuslight is committed to keep insider information confidential.

4. 知识产权保护

Protection of Intellectual Property Rights

知识产权保护是企业社会责任的要求，也是炬光科技业务取得成功的关键。公司尊重知识产权并为此建立《知识产权管理程序》，以确保公司以及客户的技术和生产经验的转让能有效保护。知识产权保护是企业社会责任的要求。公司尊重知识产权，建立了《知识产权管理制度》《知识产权管理流程》《保密制度》《关键技术管理制度》《专利申请评审流程》等多项知识产权相关制度及流程，建立和完善了高价值专利培育全流程管理制度，以确保公司以及客户的技术和生产经验的转让能有效保护。公司被国家知

知识产权局授予“国家知识产权示范企业”，获得《知识产权管理体系认证证书》并通过知识产权贯标监督审核。

The protection of intellectual property is a requirement of CSR and is key to the success of Focuslight's business. The company respects intellectual property rights and has established an Intellectual Property Management Procedure to ensure that the transfer of technology and production experience of the company and its customers is effectively protected. Intellectual property protection is a requirement of CSR. Focuslight respects intellectual property rights and has established a number of intellectual property-related systems and regulations, including the Intellectual Property Management System, the Intellectual Property Management Process, the Confidentiality System, the Key Technology Management System and the Patent Application Evaluation Process, and has established and improved a system for managing the entire process of cultivating high-value patents to ensure that the transfer of technology and production experience of Focuslight and its customers can be effectively protected. Focuslight has been awarded the "National Intellectual Property Demonstration Enterprise" by the China National Intellectual Property Administration, and has been awarded the "Certificate of Intellectual Property Management System" and has passed the IP compliance supervision audit.



企业作为知识产权的创造者和使用者，保护知识产权的责任贯穿于经营的各个领域，从生产、管理到销售，都应肩负社会责任。公司尊重知识产权并为此建立《知识产权管理程序》，以确保公司以及客户的技术和生产经验的转让能有效保护。公司认可并尊重竞争对手和业务合作伙伴的知识产权，除非经过明确允许或法律许可，否则公司不会使用其知识产权。

As creators and users of intellectual properties, companies have a social responsibility to protect it in all areas of their operations, from production and management to sales. The company

respects intellectual property and to this end has established an Intellectual Property Management Procedure to ensure that the transfer of technology and production experience of the Focuslight and its customers is effectively protected. The company recognizes and respects the intellectual property of its competitors and business partners and will not use their intellectual property unless expressly permitted or legally licensed to do so.

公司于 2021 年通过知识产权贯标监督审核：

Focuslight has passed the IP compliance supervision audit in 2021:



对于一个具有高度社会责任感的企业而言，通过自己的力量推动其他企业乃至整个社会共同进步，是其所追求的长远目标。企业秉承不侵权和积极维权的原则，重视知识产权宣传与培训，增加研发投入和知识产权激励，鼓励技术人员卓越创新，力求使企业研发、营销、服务、决策等各层次的人员增强知识产权意识，进一步推动企业、行业及社会的共同发展。

As an enterprise with a high sense of social responsibility, the long-term goal of Focuslight is to promote the common progress of other enterprises and even the whole society through its own strength. Adhering to the principle of non-infringement on intellectual property rights of

other enterprises and actively safeguarding its own intellectual property rights, Focuslight attaches importance to the publicity and training of intellectual property rights, increases research and development investment and intellectual property incentives, encourages technical personnel to make outstanding innovation, and strives to make personnel at all levels of enterprise research and development, marketing, service, decision-making, etc. enhance their awareness of intellectual property rights, so as to further promote the common development of enterprises, industries and society.



5. 卓越品质

Excellent Quality

炬光坚守着质量、诚信、卓越、挑战的企业价值观，大力提倡以人格铸就品质的质量精神（公司质量、服务质量、产品质量、人员质量），以承诺胜于生命的诚信精神（诚实正直、信守承诺、实事求是、信誉至上），以创新和追求极致的卓越精神（注重创新、持续改进、追求极致、不断超越），以颠覆不可能和推翻自己的挑战精神，以为客户创造价值的终极目标。（接受挑战、勇于挑战、挑战自己、挑战权威）。不断完善质量管理体系，加强产品质量管理，开展质量管控培训，提升相关人员技能水平，严把产品策划、研发、生产、销售各个环节，降低产品不良率，为客户提供优质产品，用真诚回应顾客心声。

Adhering to the values of quality, integrity, excellence and challenge, Focuslight strongly advocates the quality spirit of forging quality with personality (Company Quality, Service Quality, Product Quality and Personnel Quality), the integrity spirit of commitment over life (honesty and

integrity, abiding by commitment, seeking truth from facts, reputation first), and the excellence spirit of innovation and pursuit of perfection (focusing on innovation, continuous improvement, pursuing perfection, and constantly surpassing), and our ultimate goal is to create values for customers through the spirit of challenging impossibilities and ourselves (accepting challenges, daring to face challenge, challenging ourselves, and challenging authority). We insist on continuously improving the quality management system, strengthening product quality management, carrying out quality control training, enhancing the skill level of relevant personnel, strictly controlling all aspects of product planning, research and development, production and sales, reducing the rate of defective products, providing customers with high-quality products, and respond to customers' needs with sincerity.

公司通过了 IATF16949:2016 汽车业务和 ISO9001:2015 非汽车业务认证。

Focuslight has been certified with the IATF16949:2016 for automotive business and ISO9001:2015 for non-automotive business.



公司定期开展质量管理包括质量意识、质量工具、提高产品质量等相关培训，以提升全员质量意识、提高质量管理体系，将质量这一理念贯彻落实到公司运营中。

Focuslight regularly carries out training on quality management, including quality awareness, quality tools, product quality improvement, etc., to enhance the quality awareness of all staff, improve the quality management system, and implement the concept of quality into our business operation.



6. 安全生产与环境保护

Safety Production and Environmental Protection

公司把员工的健康与安全放在首位，坚持预防为主的原则，按照所适用法律法规的要求，持续不断地改善、提高和完善作业场所的工作环境。每位员工有责任遵守环境、安全和健康规则和执行规定，报告事故、伤害或不安全的设备、操作或条件，为所有的员工保持一个安全和健康的工作场所。禁止任何暴力或威胁行为，员工应不受酒精、非法药品或控制物质的影响下履行其职责。员工对上级的违章指挥，有权拒绝执行。

Focuslight puts the health and safety of employees first, adheres to the principle of prevention first, and continuously improves, enhances and perfects the working environment in the workplace according to the requirements of applicable laws and regulations. Each employee is responsible for complying with the environmental, safety and health rules and implementing regulations, reporting accidents, injuries or unsafe equipment, operations or conditions, and maintaining a safe and healthy workplace for all employees. Any violent or threatening behavior is prohibited. Employees shall perform their duties without being affected by alcohol, illegal drugs or controlled substances. Employees have the right to refuse to carry out the command against rules from their superiors.

公司在产品开发与生产过程中严格遵守产品安全法律法规与行业标准，制定了《公司安全管理制度》《安全委员会管理制度》《汽车业务产品安全管理规定》等安全类制度，并取得了职业健康安全管理体系

系认证证书（认证标准：ISO45001:2018）；建立了安全可靠的研发生产平台及生产流程，严格遵守产品质量安全保障机制；建立产品安全事故应急预案，对于安全事故做到早发现早处理，减少各方面的损失。

In the process of product development and production, Focuslight strictly abides by the laws and regulations on product safety and industrial standards, has formulated safety systems such as the Company's Safety Management System, the Management System of the Safety Committee, and the Safety Management Regulations for Automobile Business Products, and has obtained the certificate of Occupational Health and Safety Management System (Certification Standard: ISO45001:2018); A safe and reliable R&D and production platform and production process have been established, and the product quality and safety assurance mechanism has been strictly followed; An emergency plan has been established for product safety accidents to detect and handle safety accidents early and reduce losses in all aspects.

公司始终把环境保护作为公司可持续发展的重要内容，从源头开始控制，使用清洁生产工艺，节约资源和能源。通过内部宣传，增强员工节能降耗、环境保护的意识。从细小做起，在日常办公中注重节电、节水、节纸、绿色出行等，倡导员工养成简约适度、绿色低碳的工作和生活方式。公司及子公司编制有《环境和职业健康安全管理手册》、《环境因素识别与评价控制程序》、《废气管理制度》、《废弃物管理制度》、《能源管理规定》等相关管理制度，并严格按制度进行落实，公司取得了环境管理体系认证证书（认证标准：ISO14001:2015）。

Focuslight always regards environmental protection as an important part of the company's sustainable development, controls from the source, uses cleaner production processes, and saves resources and energy. We enhance employees' awareness of energy conservation and environmental protection through internal publicity. Start small, pay attention to electricity saving, water saving, paper saving, green travel, etc. in daily office work, and advocate employees to develop a simple, moderate, green and low-carbon way of work and life. Focuslight and its subsidiaries have prepared Environmental and Occupational Health and Safety Management Manual, Environmental Factor Identification and Evaluation Control Procedure, Exhaust Gas Management System, Waste Management System, Energy Management Regulations and other relevant management systems, and implemented them in strict accordance with the above Systems. Focuslight has obtained the Environmental Management System Certification (Certification Standard: ISO14001:2015).



疫情防控期间, 为做好公司园区及办公场所消毒工作, 保障园区环境安全、保障公司员工健康安全, 公司安排专人每天对园区进行消毒消杀工作。

During the epidemic prevention and control period, in order to do a good job in the disinfection of the company's parks and offices, ensure the environmental safety of the parks and the health and safety of the company's employees, Focuslight arranges special personnel to disinfect and disinfection and sterilization the parks every day.



公司定期组织消防安全培训和消防演习，增强员工消防安全素质，提升火灾等突发事故预防能力，加强疫情防控意识，普及应急救护知识。

Focuslight regularly organizes fire safety training and fire drills, enhances employees' fire safety quality, improves their ability to prevent fire and other emergencies, strengthens their awareness of epidemic prevention and control, and popularizes emergency rescue knowledge.





7. 员工关怀

Employee Care

公司定期组织生日会、插花会、植树节、家属开放日、篮球赛、员工体检、员工子女夏令营等活动，丰富员工生活，提升团队凝聚力和幸福感。公司设有哺乳室、员工休息室、健身房、阅览室等，为员工提供各种关怀。

Focuslight regularly organizes birthday party, flower arrangement party, Arbor Day, Family Open Day, basketball match, employee physical examination, summer camp for employees' children and other activities to enrich employees' lives and improve team cohesion and happiness. We have a nursing room, staff lounge, gym, reading room, etc. to provide various care for employees.



为解决员工暑假带孩子难的问题，公司承诺每年暑假都会开设夏令营，让家长们能安心工作，让孩子们度过一个安全、快乐、有意义的暑假。公司通过聘请经验丰富的老师、精心布置场地、用心编排课程，开办炬光科技夏令营活动，为有需求的员工提供未成年子女照管服务，解决员工后顾之忧。目前该活动已成功举办了两期，得到了员工和小朋友们的欢迎。

In order to solve the problem that it is difficult for employees to take care of their children in summer vacation, Focslight promises to open summer camps every summer vacation, so that parents can work at ease and children can have a safe, happy and meaningful summer vacation. By employing experienced teachers, elaborately arranging the site, carefully arranging the courses, we have launched Focuslight summer camp activities to provide care services for minor children for employees in need and solve their worries. At present, this activity has been successfully held for two periods and has been welcomed by employees and children.





作为总部位于西安高新区的本土企业，在疫情防控的大环境下，炬光科技主动践行社会责任，积极参与和支持西安市疫情防控工作，向公司所在社区捐赠生活与防疫物资，为社区疫情防控出力。2022年1月，在西安疫情防控的攻坚时期，炬光科技得知公司附近的城中村居民生活物资和防疫物资供应面临压力后，立即组织各类需求物资的采购，联系渠道为村民提供生活物资，并向村委会提供酒精、消毒液、口罩、电动喷雾器等防疫物资，为村里疫情防控工作贡献一份自己的力量。

As a local enterprise headquartered in Xi'an High Tech Zone, under the general environment of epidemic prevention and control, Focuslight actively practices its social responsibility, actively participates in and supports the epidemic prevention and control work in Xi'an, donates living and epidemic prevention materials to the local community, and contributes to the epidemic prevention and control in the community. In January 2022, during the critical period of epidemic prevention and control in Xi'an, when Focuslight learned that the supply of living materials and epidemic prevention materials for the residents of the villages in the city near the company was under pressure, we immediately organized the purchase of all kinds of materials needed, contacted the channels to provide living materials for the villagers, and provided the village committee with alcohol, disinfectant, masks, electric spray and other epidemic prevention materials, contributing to the epidemic prevention and control work in the village.

