

Labor and Human Rights Management Policy

Respecting Human Rights and Protecting the Dignity and Rights of Every Worker

I. Policy Commitment

This Policy is based on the Universal Declaration of Human Rights, the International Labour Organization Conventions, and laws and regulations including China's Labor Law and Labor Contract Law. The Company solemnly commits to creating a healthy, safe, equal, and harmonious working environment for all employees, and to continuously evaluating and improving management practices to ensure compliance with or exceedance of international standards and local legal requirements, or to exceed them.

II. Core Labor and Human Rights Protections

1. Prohibition of Child Labor and Protection of Juvenile Workers

- The Company will not employ any child workers below the statutory minimum employment age (16 years old). If child labor is discovered due to an error, the Company will immediately stop the child from working, settle all remuneration in full, provide comprehensive remedial measures including health checks, psychological counseling, educational support, and family assistance, safely escort the child back to their guardian, and report the matter in accordance with the law.
- When hiring juvenile workers (aged 16-18) in accordance with the law, the Company strictly complies with special protection requirements: no overtime, night shifts, heavy physical labor, or toxic or hazardous work; regular health examinations; and no placement of

juvenile workers in any hazardous environment that may harm their physical or mental development.

2. Prohibition of Any Form of Forced Labor

- All employment relationships are based on the principle of voluntariness. The Company does not use prison labor, bonded labor, or any form of forced labor.
- It is strictly prohibited to collect “deposits” or guarantees, or to retain employees’ original documents such as identity documents, during onboarding.
- The Company respects employees’ right to terminate their employment contracts by giving prior notice in accordance with the law, and employees may freely leave the workplace after standard working hours.

3. Occupational Health and Safety as an Absolute Priority

- The company provides a safe and hygienic working environment and takes effective measures to prevent occupational injuries and diseases.
- The Company pays special attention to pregnant and lactating women, and eliminates or reduces workplace risks for them.
- The Company provides necessary personal protective equipment free of charge, as well as emergency first aid and follow-up medical services.
- The Company conducts regular health and safety training and establishes procedures for risk prevention and response.
- The Company provides clean toilets, drinking water, appropriate rest and dining areas, and lactation rooms free of charge.

- The Company ensures that employee dormitories are clean, safe, and meet basic living needs.
- Employees have the right, without the need to ask for prior permission, to remove themselves from imminent serious danger that threatens their personal safety.

4. Protection of Freedom of Association and the Right to Collective Bargaining

- The Company fully respects employees' lawful right to join and organize trade unions, supports trade union activities, and engages in equal consultation with trade union representatives on matters involving major interests.
- Where legal restrictions apply, employees are allowed to freely elect representatives. The Company ensures that trade union members and employee representatives are free from discrimination, harassment, or retaliation, and allows them to maintain contact with members in the workplace.

5. Commitment to Equality and Non-Discrimination

- In all aspects including recruitment, compensation, training, promotion, and dismissal, no employee shall be discriminated against on the basis of race, ethnicity, social origin, religion, disability, gender, sexual orientation, family responsibilities, marital status, age, political opinion, or any other factor.
- The Company respects employees' cultural customs and freedom of belief. Any form of threat, abuse, or sexual harassment is strictly

prohibited. Employees will never be required to undergo pregnancy or virginity testing.

- The Company strictly upholds gender equality and equal pay for equal work.

6. Open and Fair Disciplinary and Grievance Mechanism

- Disciplinary actions are intended to promote education and improvement, and the procedures shall be open and fair. Disciplinary rules are made known to all employees.
- The Company establishes independent grievance channels, such as the trade union, through which employees may lodge complaints regarding any unfair treatment.
- Establish a tiered grievance handling procedure to ensure that grievances are investigated and responded to within 10 days. Employees may escalate grievances step by step until a final decision is made by the committee. Any retaliation against complainants is strictly prohibited.

7. Reasonable Working Hours and Decent Compensation

- The standard workweek shall not exceed 44 hours, and employees shall have at least one day off after every six consecutive working days. All overtime is voluntary and strictly complies with statutory limits on overtime hours.
- Wages shall not be lower than the statutory minimum wage standard, and wage components shall be itemized in detail. Wages shall not be deducted for disciplinary purposes. All overtime shall be compensated at a rate higher than the normal wage in accordance with the law.

Practices such as using labor-service contracts solely to circumvent legal obligations are prohibited.

The Company has established dedicated reporting and grievance channels (e.g., labourunion@innovax.cn), and commits to keeping all reports and grievances confidential, investigating them in a timely manner, and imposing the strictest disciplinary sanctions for any retaliatory conduct.