



Connects Your Business with WeChat

# Charket Code of Conduct

This code of conduct conveys the information to customers and partners regarding the regulations, workflows, expectations and working standards that Charket and Charket employees follow when working with customers and partners.



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## 1. Charket Code of Conduct

We, Charket, Inc. (hereinafter called "Charket"), are committed and continually strive to develop, strengthen and promote high standards of integrity and ethical business practices in conducting our businesses and in dealing with customers and partners (hereinafter called "You" or "Your"). To ensure that our relationships with You meet and support these expectations, Charket has established this code of conduct (hereinafter called "Code") that outlines the standards and requirements Charket adopts and adheres to when doing businesses with You.

By implementing this Code, Charket strives to minimize the level of business risks and build closer relations with You. Charket values honest and open communication with You and believes that transparency is vital to a successful business relationship. In the event of non-compliance, Charket expects You to report non-compliance issues to Charket and engage in remedying the issues.

## 2. Compliance with Law

Charket, in addition to meeting the provisions of this Code, complies with all applicable laws and regulations wherever Charket conducts businesses. These include, among others, laws and regulations to corporate governance, competition, product safety and product liability, occupational health and safety, labor, environment, protection of intellectual property, protection of individual privacy and equality at work.

## 3. Ethic Standards

- 3.1. **Anti-Corruption.** Charket is committed to conducting businesses free from extortion, bribery and all unlawful unethical or fraudulent activities. Charket employees do not offer, give, promise or authorize any bribe, gift, loan, fee, reward or other advantage to any government official, You, or any other person to obtain any business advantage or improperly influence any action or decision.
- 3.2. **Conflicts of Interest.** Charket avoids any situation or relationship that may involve an inappropriate conflict or the appearance of a conflict with the interests of You. Charket does not offer or provide excessive gifts, hospitality or entertainment to You and Your family members. You and Your family members will not hold any significant economic interest in any entity that does business with Charket. Please note, Charket does not violate this standard by serving multiple customers competing with one another.
- 3.3. **Insider Trading.** Charket ensures that non-public information obtained in the course of our relationship with You is not used for personal benefit of Charket employees and their family members.
- 3.4. **Intellectual Property.** Charket uses Your trade information, copyrights and trademarks only in a manner that is permitted under our contracts with You, and does not misappropriate or infringe upon Your trade information, trademarks or copyrighted works. Charket does not misuse Your trade secrets or proprietary or confidential information for our own purposes or disclose such information to unauthorized third parties.
- 3.5. **Confidentiality.** Charket protects Your confidential information, does not disclose it to any unauthorized third party, and uses it only for the business Charket does with You.

- 3.6. **Honest and Accurate Dealings.** Charket does not make any false representations in connection with transactions between Charket and You. False representations include, but not limited to, oral misrepresentations of acts, the promotion or utilization of false documentation such as non-genuine order forms, fraudulent or forged contracts, and/or other false or inaccurate records.

## 4. Labor Practice

- 4.1. **Child Labor / Underage Labor.** Charket ensures that no underage labor has been or will be used in the development, delivery and support of our products. A child is any person under the minimum employment age according to the applicable local laws, or anyone younger than 15 years old regardless of the minimum working age.
- 4.2. **Female Labor.** Charket ensures that female and pregnant employees do not work in dangerous working areas. Charket neither lays off female employees nor demotes or reduces their benefits as a result of pregnancy.
- 4.3. **Forced and Compulsory Labor.** Charket does not use forced, prison or indentured labor. Charket ensures that terms of employment are voluntary. Charket does not require any employees to remain in employment for any period of time against his or her will or adopt practices that restrict employee's ability to terminate employment. Charket does not take possession of money or legal / regulatory document (e.g. ID card, passport or work permit) for working assurance.
- 4.4. **Employment Status.** Charket employs workers who are legally authorized to work where Charket has offices. Charket is responsible for validating employee's eligibility to work status through appropriate documents.
- 4.5. **Wages and Benefits.** Compensation paid to workers comply with all applicable wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits. The information related to remuneration, benefits and welfare is informed to every employee in written documents and made in the language understood by every employee.
- 4.6. **Non-Discrimination.** Charket does not discriminate in hiring and employment practices, including salary, benefits, advancement, discipline, termination or retirement, on the basis of race, religion, age, nationality, social or ethnic origin, sexual orientation, gender, pregnancy, marital status, political opinion, disability, membership of employee's association or any other categories protected by laws.
- 4.7. **Disciplinary Practices.** Charket does not engage in or tolerate the use of corporal punishment, mental or physical coercion, or verbal abuse of employees. Charket does not lessen wage as a result of disciplinary measure.

## 5. Health & Safety and Environmental Standards

- 5.1. **Health and Safety.** Charket provides its employees with safe and healthy working conditions. At a minimum, drinking water, adequate and clean restrooms, adequate ventilation, fire exits and essential safety equipments, an emergency aid kit, hygienic dining area and appropriately lit work stations are provided. In addition, facilities are constructed and maintained in accordance with the standards set by applicable laws and regulations.



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5.2. **Environmental Standards.** Charket obtains all required environmental permits and registrations and keeps them current. Chemicals and other materials posing a hazard if released to the environment are identified and managed in accordance with applicable laws and standards. Waste clarification is implemented and enforced in all Charket offices.

**Charket, inc.**

Signature

Title

**CEO**

Date

**1/5/2021**