



流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

# Chery Jaguar Land Rover

## Supply Chain Sustainability Web Guide

Supplier Environmental & Social Requirements for Production Purchase

Issued March 2019


流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## Contents

1. Introduction
2. Chery Jaguar Land Rover's Approach to Sustainability
3. Standard Environmental Expectations of Suppliers
4. Standard Corporate Social Responsibility Requirements of Suppliers

### Appendix

- A. Links to Internal and External Sites
- B. Engineering Requirements
- C. Corporate Social Responsibility Requirements
- D. Waste Hierarchy
- E. ISO 14001
- F. Minimum Standards or Working Conditions

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## 1. Introduction

This Sustainability Web Guide is integral to Chery Jaguar Land Rover (CJLR) Limited's and its Affiliates' ("We") approach to Sustainability. It outlines the environmental and social requirements we expect our suppliers to adhere to in order to support the delivery of CJLR's corporate responsibility goals.

This web guide is supplemental to the:

This Web-Guide forms part of any Purchase Order issued by CJLR to a supplier incorporating CJLR's applicable set of terms and conditions of purchase, as referred to or identified on the Purchase Order.

For the purpose of any CJLR terms and conditions of purchase that refer to "Seller" as opposed to "Supplier", any reference in this Web-Guide to "supplier" shall be deemed to be a reference to the "seller" in such terms.

## 2. CJLR's Approach to Sustainability

CJLR is committed to acting honestly, ethically and with integrity. This includes respecting and supporting the basic human rights of all people within CJLR's business and throughout its supply chain.

Operating as a responsible and sustainable business is fundamental to preserving the strong reputation of CJLR's brands, securing its license to operate, delivering sustainable growth, and retaining the trust of its stakeholders.

CJLR's approach to sustainability is integral to the way we work and covers our approach to the environmental, social and economic impacts of operating.

As one of the leading vehicle manufacturer, we have a significant role to play in maximizing the benefits of vehicle design, engineering and manufacturing to reduce any negative environmental and social impacts. We are committed to making our operations and our vehicles as sustainable as possible while maintaining the high quality our customers expect.


## 3. Standard Environment Expectations of Suppliers

### Chery Jaguar Land Rover's Approach to Environment

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流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

As part of CJLR's Blueprint for Lasting Success, our focus on environmental protection helps the business anticipate and respond to the challenges and opportunities posed by our changing operating environment.

Environmental Protection is one of CJLR's business passions and touches every aspect of our business. We are delivering our environmental protection approach through shaping efficient, smart connected vehicles for our customers, transforming operations through water, energy and waste reductions, and working collaboratively with our suppliers

The importance which CJLR places on environmental issues as a business represents an opportunity for our suppliers, to continue supporting our current and future requirements.


### Expectations

CJLR requires suppliers with manufacturing facilities to obtain certification from an accredited third party that all such facilities meet ISO 14001 (or equivalent). This is a mandatory requirement for JLRQ status. (For more information on ISO 14001 see Appendix E).

CJLR expects its suppliers to comply with all laws and regulations including those which pertain to the environment. Regulatory compliance is not only limited to those statutory requirements from environmental government departments and regulatory bodies (e.g. Ministry of Ecology and Environment of the People's Republic of China), but also to requirements of other bodies (e.g. the local water authority). Compliance is also required to regulations which, whilst not derived primarily out of the need for environmental protection, do nonetheless, help to minimize environmental impact (e.g. Transportation of Dangerous Goods regulations). Although the examples provide are China focused, CJLR expects suppliers to comply with all regional laws and regulations.

All goods and services supplied to CJLR must be aligned to our environmental requirements, and any other applicable legislation. Suppliers are also required to have a process to cascade all environmental requirements to sub-tier suppliers upon request.

Suppliers acting as sub-contractors will be required to comply with all local requirements as specified by the terms and conditions of the contract (e.g. health, safety and the handling of waste materials as detailed in

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

Appendix D).

### Other Requirements

Other regional, local or commodity specific requirements may be specified. These include but are not limited to:

- Establishing environmental work plans, including legal requirement follow-up and improvement plans;
- Environmental training of suppliers' employees and sub-contractors;
- Sub-contractors working on premises must be informed and agree with local procedures;
- Product specific requirements (as specified by requester);
- Waste management (See Appendix D) and environmental testing suppliers must fulfil all local requirements for handling of waste, chemicals, emergencies, etc.

### Nominated Environmental Champion

Given the importance CJLR places on environmental challenges both current and future, we request that each of our suppliers nominate an Environmental Champion through which future strategy and requirements can be communicated. You should provide us with the following details:


- Environmental Champion Name
- Current Position
- Contact Telephone Number
- Contact Email Address

## 4. Standard Corporate Social Responsibility Requirements of Suppliers

### CJLR's Approach to Corporate Social Responsibility

CJLR is committed to doing business in the right way and expects anyone working for or on behalf of CJLR to meet the highest ethical standards. The standards of behavior we expect are set out in the CJLR Code of Conduct and supporting corporate policies. We expect suppliers to act in accordance with the principles and standards.

- We do not tolerate bribery or corruption in any form;
- Everyone in our work environment must be treated with dignity and respect;


流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

- We respect the human rights and dignity of all our stakeholders; and
- We do not use forced labour in any form

Please refer to our corporate website and familiarize yourself with CJLR's Code of Conduct and supporting corporate policies which we expect our suppliers to adhere to.


### Expectations

We require all suppliers to comply with the Compliance and Laws related provisions in the CJLR Terms and Conditions. We expect suppliers to comply with the laws of the countries in which they operate and any other laws which apply to them. We require suppliers to comply with certain fundamental protections that may, in some instances, exceed standards set by local law. These protections are mandatory requirements. At a minimum, CJLR encourages suppliers to follow the Minimum Standards of Working conditions. (See Appendix F)

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 - 奇瑞·捷豹路虎 -
	CJLR Supply Chain Sustainability Web Guide	

## **Appendix A- Links to Internal and External Sites**

Title/Site	Site
ISO	<a href="http://www.iso.org">www.iso.org</a>
Ministry of Ecology and Environment of China	<a href="http://www.mee.gov.cn/">http://www.mee.gov.cn/</a>
All-China Federation of Trade Unions	<a href="http://www.acftu.org/">http://www.acftu.org/</a>
International Labour Organization	<a href="https://www.ilo.org/global/lang--en/index.htm">https://www.ilo.org/global/lang--en/index.htm</a>
CJLR Code of Conduct	<a href="https://cjlr.portal.ap1.covapp.io/documents/10182/34182/Code+of+Conduct/97b486d6-6109-46ce-b95f-cf13fd8ba15d">https://cjlr.portal.ap1.covapp.io/documents/10182/34182/Code+of+Conduct/97b486d6-6109-46ce-b95f-cf13fd8ba15d</a>
General Production Purchasing Terms and Conditions	<a href="https://cjlr.portal.ap1.covapp.io/reference">https://cjlr.portal.ap1.covapp.io/reference</a>

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## **Appendix B- Engineering Requirements**

### **Substances of Concern (SoC)**

CJLR has legal and corporate requirements which dictate what substances and chemicals are not permitted to be used in our vehicles or facilities. These are detailed in the JLR Restricted Substance Management Standard (RSMS), STJLR.99.9999. This standard, which is reissued annually, can be found on the CJLR Supplier Portal and is also available from your buyer at CJLR Purchasing.

All products coming into CJLR facilities and/or used in CJLR vehicles shall comply with the requirements identified in the latest version of this standard.

### **SOC Reporting (IMDS & CJLR Supplier Portal)**

All CJLR suppliers are required to submit IMDS data according to the reporting requirements in the RSMS, STJLR.99.9999. Suppliers are required to update their IMDS data if there is a change in Global Automotive Declarable Substance List (GADSL) content for parts that they still supply to Chery Jaguar Land Rover. If a sub-tier supplier has provided updated information on the composition, then this updated information must be communicated to Chery Jaguar Land Rover in IMDS.

Compliance with the RSMS is consistent with CJLR's environmental responsibility and conformance to governmental regulations globally. Full compliance is a requirement and key element of JLRQ (Jaguar Land Rover Quality Award), PPAP/PSW and Program Engineering Sign-off events.

Suppliers are required to:


1. Ensure that products comply with CJLR's RSMS requirements and that these requirements are communicated down their supply chain.
2. Ensure that products are adequately reported in IMDS, with all GADSL substances declared at the JLR PCDS <PEC> (Preliminary Engineering Completion) gateway (or equivalent gateway for programs using other Production Development Systems).

Suppliers must mark polymeric (plastic and rubber) components over a specified weight with material type to support end of life use of materials, according to the following ISO standards: ISO 1043 parts 1 and 2 and ISO 11469.

### **Vehicle Interior Environment**

New CJLR programmes have vehicle interior environment requirements. These requirements are detailed in



流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

STJLR.51.5229. This aims to minimise occupant exposure to chemicals used in automobile manufacture. The requirements are designed to ensure CJLR can comply with existing market requirements for cabin air quality. In summary this standard limits the emissions of volatile organic compounds (VOCs) from materials and parts. Solvent based adhesives, sealants and lacquers have an adverse effect on the VOC emissions of parts and will require a change to water based adhesives in the majority of cases in order to meet these requirements.

### Design for Environment

CJLR aspires to leadership in minimising the environmental impact of our products across their life cycle to address the current and future needs and expectations of our customers and their communities.

### Design for Recyclability, Vehicle Recyclability and End of Life

Recycling vehicles at the end of their lives must be considered early and as an integral part of the vehicle development process to enable conservation of natural resources and timely recovery of material.

CJLR is working towards facilitation of recycling and safe dismantling of our products and their components at the end of their life through means such as material selection, assembly and disassembly techniques and manufacturing processes.

Compliance with all applicable legislation is the minimum required position. CJLR encourages suppliers to understand that the products they supply CJLR will form part of an urban mine ensuring vehicles are economically recyclable.


Suppliers are expected to support vehicle recyclability targets and end of life requirements through:

- Appropriate component design;
- Appropriate material handling processes (such as safe removal at end of life)
- Timely submission of IMDS data (as required by the Restricted Substance Management Standard); and

In addition, CJLR requires incorporation of “design for recyclability” in all model programs, during manufacture, during product lifetime and eventual decommissioning in line with the requirements that are detailed in the Environment attachment to the Engineering Statement of Work (available from your buyer at CJLR Purchasing).

### Material Sustainability and Recyclability

CJLR is committed to reducing the overall environmental life cycle impacts of our vehicles. Material sustainability, cost effective materials delivering the required performance and with a lower environmental impact across the lifetime of our products, and ease of recycling are some of the criteria incorporated in the selection and use of

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

materials. Where feasible and economically practicable, CJLR will consider and promote the use of materials that are both recyclable at end of life and contain recycled or renewable material that reduces the overall environmental impact over the life of our vehicles.

Suppliers must identify recycled and / or renewable material solutions for components referenced in CJLR's target part list in the Environment attachment to the Engineering Statement of Work. These materials should be the default material selection for target parts. If the recycled / renewable material is not adopted a written justification must be provided by the supplier to CJLR detailing why it cannot be used for components identified in the Supplier Environmental Guidelines for Components. New developments / non target parts should also be explored and recommendations can be evaluated with the relevant CJLR materials engineer. Such requirements are outlined as part of the sourcing pack.


### Life Cycle Assessment (LCA)

For CJLR, sustainable material sourcing reduces the environmental impacts across the lifetime of our products in a cost effective way remains key to our future vision and this must be reflected in how we develop business relations with our suppliers.

Suppliers have an obligation to report material data to support legislative compliance. Using the same material data suppliers can demonstrate reduced environmental impacts of their product solutions by using Life Cycle Assessment. This will support our actions to identify and reduce embedded carbon and other environmental impacts in our products and business activities. Current regulatory developments are underpinned by LCA thus it is important to CJLR as a core environmental impact measure. CJLR expects suppliers to demonstrate the use of LCA in sourcing new parts with the aim of showing improving trends in environmental impact reduction. Please refer to CJLR's environmental targets shown earlier in this document.

This focus on LCA has seen CJLR develop and deploy internally a rapid life cycle assessment tool. This tool provides a consistent approach to measuring the environmental impact of materials and components and enables a comparison of suppliers as part of the RFQ process.

CJLR will be working with suppliers to understand and reduce key environmental impacts (production methodology, where produced, materials used, use of the component and disposal) of our products. To do this, CJLR will seek collaboration with suppliers to work together towards a solution that provides environmental, social and economic benefits. If requested to participate, please provide resources to support the activity.

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## **Appendix C- Corporate Social Responsibility Requirements**

### **Opportunity for All**

CJLR is committed to equal opportunities for all employees, and to fostering diversity in its work force. When recruiting, developing and promoting personnel, our decisions will be based solely on performance, merit, competence and potential. Our hiring policies and practices require that there be no discrimination because of race, color, religion, age, gender, sexual orientation, gender identity, national origin, disability, or veteran status, and other factors that may be covered by local law. Each of us is expected to follow these principles in the way we work with one another. CJLR recognizes that diversity in our work force is a valuable asset, and we strive to provide an inclusive work environment in which different ideas, perspectives, and beliefs are considered and respected.


### **Harassment**

We all have the right to do our work without being subject to harassment and abuse. Harassment can include language or conduct that may be derogatory, intimidating or offensive to others. Don't make jokes, use language, or participate in activities that may be offensive to others. Discourage others from engaging in such behavior and report them if they do. As a precaution, always think about how something could be perceived by others. We will not tolerate any violence or threats of violence in our places of work

### **Bribery and Corruption**

CJLR Personnel and those representing us, including agents and intermediaries, shall not directly or indirectly offer, promise, pay, request or receive any illegal or improper payments or comparable benefits that are intended or perceived to obtain undue favours for the conduct of our business.

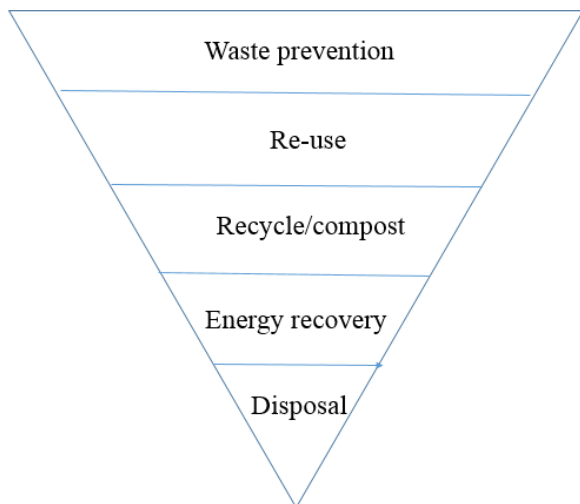
CJLR has a policy not to engage in any act that could possibly be construed as giving or receiving a bribe (or "kick-back" or "facilitating payment"). This is especially true when dealing with government officials. Not only is it against CJLR policy, but it is also against the law. Most countries have laws that prohibit bribing local or foreign officials. This is true even in countries where it may seem that payments to government officials are considered a normal part of doing business. Even in situations where agents are engaged to sell CJLR's products, the company must take measures to guard against using agents that give bribes. In some instances CJLR can be held liable for the actions of the agents it hires. Never give anything of value to a government official (including political parties, royalty, employees of public bodies, and people who engage in official business in state organs, state-owned companies and enterprises, state-owned institutional organizations and people's organizations and other people who engage in

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	


official business according to law) and their relatives in order to obtain or retain business, or to gain competitive advantages.

### Appendix D- Waste Hierarchy

CJLR is committed to reducing waste and applying the Waste Hierarchy triangle demonstrated below.



Summary	Stages	Include
Reduce	Waste Prevention	Using less material in design and manufacture. Keeping products for longer; re use. Using less hazardous materials
Re-Use	Preparing for Re-Use	Checking, cleaning, repairing, refurbishing or remanufacturing whole items or spare parts
Recycle	Recycling	Turning waste into a new substance or product. Includes composting (as a last resort) if it meets quality protocols.
Recovery	Recovering Energy	Includes anaerobic digestion, incineration with energy recovery, gasification and pyrolysis which produce energy (fuels, heat and power) and materials from waste; some backfilling.
Remove	Disposal	Landfill and incineration without energy recovery.

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## **Appendix E- ISO 14001**

### **Expectations**

CJLR requires all production and non-production suppliers with manufacturing facilities to obtain certification from an accredited third party that all such facilities meet ISO 14001 or equivalent (to be referred to as “ISO 14001” therein) as a mandatory requirement for JLRQ status. The requirement for certification by an accredited third party registrar will help demonstrate that all of our suppliers are working to meet their local legal and regulatory requirements, and have actionable continuous improvement plans for the significant environmental aspects of their businesses.

Suppliers that have non-manufacturing sites with significant environmental impact will also be expected to achieve and maintain third party ISO 14001 certification or equivalent.

### **Frequently Asked Questions**

#### **What is the requirement?**

Third Party Certification to ISO 14001 by an accredited registrar. Ask your local Purchasing contact for any additional information.

#### **Which suppliers are required to certify?**

All tier 1 production suppliers and non-production suppliers with manufacturing sites (e.g. machinery & tooling and industrial materials suppliers) that provide product to CJLR.

#### **What about non-manufacturing suppliers?**

All suppliers are encouraged to implement an Environmental Management Standard (EMS). Nonmanufacturing supplier sites with significant environmental impact may also be expected to achieve and maintain ISO 14001 certification.

#### **Are all the supplier's sites required to be certified?**

All manufacturing sites owned by the supplier that provide product to CJLR directly must be certified.

#### **What about sub tier suppliers?**

Sub tier suppliers are strongly encouraged to certify to ISO 14001. Tier 1 suppliers are also asked to encourage sub tier suppliers.

#### **What about satellite assembly facilities?**


Yes, these are required as well and considered a "manufacturing site".

#### **Will CJLR accept supplier self-declarations of compliance to ISO 14001 requirements?**

No, only third party certifications are accepted.

#### **Why is third party certification required? -- Why can't we self-certify?**

The requirement for third party certification will help ensure all of our suppliers are working to meet their local legal and regulatory, as well as Chery Jaguar Land Rover environmental requirements. It enables suppliers to have

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

actionable continuous improvement plans on any significant environmental aspects of their business. Third party certification will ensure your EMS works.

**Is the 2004 ISO Standard valid?**

The ISO 14001 has been updated from 2004 standard to a 2015 standard. All suppliers are expected to transition to the 2015 standard by September 2018 when the 2004 standard certification will no longer be valid.


**What type of information does CJLR require?**

A copy of ISO certificate (non-editable electronic version)

**What happens if a supplier does not meet the ISO 14001 requirement?**

Environmental performance is a key supplier performance metric--ISO 14001 certification status will affect future sourcing decisions. New business may not be awarded to suppliers without certification.

Also, JLRQ applications require ISO 14001 certification. ISO 14001 is a requirement for all existing JLRQ suppliers.


流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## **Appendix F- Minimum Standards or Working Conditions**

CJLR expects suppliers to adopt and enforce similar but not less stringent guiding principles as follows:


1. Provide policy or documentation to verify no child labour (below the age of 16) is occurring, unless this is part of a government authorised job training or apprenticeship program that would be clearly beneficial to the persons participating.
2. Provide policy or documentation to verify no forced or compulsory labour and human trafficking is occurring.
3. Identify the practices and systems regarding wages and benefits, deductions, fines/penalties, and pay dates for employees.
4. Demonstrate that all employees are paid at least minimum wage, or living wage for countries that have adopted this policy.
5. Identify the process of employee self-termination before the end of their contract.
6. If employee benefits or money is withheld, explain. However, employee personal identifying documentation, e.g. passport, should never be withheld.
7. Describe disciplinary processes and procedures including those authorized to discipline workers.
8. Define which employees have signed employee contracts and describe the information included on such contracts. If not all employees have signed contracts then explain why this is occurring.
9. Describe how management recruits and trains new employees.
10. Outline employee-management relationships and interactions, especially the conditions for negotiations and work-place grievances.
11. Provide any documentation on discrimination cases and/or reports filed in the last five years to verify they will not tolerate harassment or discrimination on the basis of race, caste, religion, colour, ancestry, marital status, gender, gender reassignment, sexual orientation, pregnancy, maternity, age, nationality, ethnic origin, disability, veteran status or any other category protected by applicable law.
12. Outline methods of reporting safety-related incidents, cause analysis and corrective/proactive measures.
13. Provide Company fatality/injury/illness/lost work-day cases for each of the last 5 years.
14. Define how the health of the workforce is monitored on an on-going basis.
15. Provide details of any governmental visits relating to health and safety matters, documents pertaining to citations, fines, or rulings, including abatement/resolution and current status regarding any health and safety matters.
16. Detail processes for preventing and managing on-site emergencies, inclusive of business resumption strategies and plans.
17. Identify workplace safety inspection process.
18. Identify the measures used to evaluate safety performance and the responsibility that employees have for the achievement of these objectives.
19. Provide health and safety training structure as well as the process that identifies all safety related training given to employees. Include the percentage of the workforce that has received safety training in each of the last 5 years.
20. Provide examples of the methods used to validate the effectiveness of your health and safety management (e.g. internal or external audits, etc.).
21. Provide evidence, in the form of recorded work hours and policy communication to employees, which demonstrates working hours are within legal limits.
22. Demonstrate an understanding of all applicable legal requirements including any recent changes.



流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

The principles are consistent with, and in many instances derives from, the following human rights framework and charter,

- The United Nations Universal Declaration of Human Rights,
- The United Nations Global Compact
- The Global Sullivan Principles of Social Responsibility.


流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

奇瑞捷豹路虎

## 供应链可持续发展网络指南

生产采购供应商环境及企业社会责任相关要求

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流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## 目 录

1. 简介
2. 奇瑞捷豹路虎可持续发展方案
3. 对供应商环境方面的期望
4. 对供应商企业社会责任方面的期望

### 附录

- A. 内外部网站链接
- B. 工程要求
- C. 企业社会责任要求
- D. 废弃物处置策略层级
- E. ISO 14001
- F. 最低工作标准或条件

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## 1. 简介

本可持续发展网络指南是奇瑞捷豹路虎（CJLR）有限公司及其关联公司（“我们”）可持续发展战略不可或缺的一部分。它概述了我们期望供应商遵守的环境和社会责任相关要求，以支持 CJLR 的企业责任目标的实现。

本网络指南为以下内容的补充：

本网络指南是 CJLR 向供应商发出的任何采购订单的一部分，采购订单中包含 CJLR 适用的采购条款和条件。

CJLR 的采购条款和条件中用“卖方”指代“供应商”，在本指南中“供应商”等同于采购条款中的“卖方”。

## 2. 奇瑞捷豹路虎可持续发展方案

CJLR致力于诚实，道德和诚信行事。这包括尊重和支持CJLR企业内部及其整个供应链中所有相关人员的基本人权。

负责任且可持续发展的运营对于保持奇瑞捷豹路虎品牌声誉、确保其运营资质、实现可持续增长及保持利益相关方的信任至关重要。奇瑞捷豹路虎的可持续发展战略是支持我们工作的不可或缺的一部分，涵盖了我们在运营中对环境、社会责任及经济方面的影响。

作为领先的汽车制造商之一，我们在最大限度的发挥车辆设计、工程设计和制造以减少对环境和社会的负面影响方面发挥着至关重要的作用。我们致力于尽可能的用可持续的方式运营和生产车辆，同时保持达到客户对高品质的期望


## 3. 对供应商环境方面的期望

### 奇瑞捷豹路虎环境战略

作为奇瑞捷豹路虎持久成功发展蓝图的一部分，我们对环境保护的重视帮助我们对由不断变化的业务环境所带来的机遇与挑战做出及时的预测和回应。

环境保护是 CJLR 的商业热情之一，涉及我们业务的各个方面。我们通过为客户提供高效，智能的车辆，通过业务转型以减少水、能源和废物消耗和排放，以及与供应商合作来实现环境保护的目标。

CJLR作为业务主体对于环境问题的重视，为供应商提供了持续支持我们现行及未来对环保要求的机会。

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## 期望

CJLR要求具有制造设施的供应商从被认可的第三方机构取得符合ISO14001（或同等效力）对该设施要求的认证。这是JLRQ中的必要条件。（关于ISO14001更多信息，参见附录E）

CJLR期望其供应商符合包含环境相关的所有法律法规。遵从的法律法规不仅限于政府环保部门及法律机构的要求（如中华人民共和国生态环境部），也包括其他机构的要求（如当地水资源机构）。对于主要目的并非环境保护，但能帮助降低对环境影响的法规（如危险品运输法规），也应遵守。虽然上述例子着重于中国，但CJLR期望供应商遵守所有当地法律法规。

所有供应给CJLR的产品和服务都应该符合我们对环境和其他相关法律法规的要求。供应商同时应该有相应流程以便在需要时将所有环保相关需求传达给次级供应商。

分包商应符合所有合同中注明的关于遵守当地要求的条款（如附录D中关于健康、安全和废弃材料处理相关要求）。

## 其他要求


其他区域性、地方性或品类相关要求可能会被指定。这些要求包含但不限于：

- 发布环保工作计划，包含对法律规定的跟进和提升计划
- 对供应商及分包商雇员提供环保培训
- 如需在CJLR办公地工作的分包商，需提前通知并同意遵循当地程序
- 产品相关具体需求（根据申请人需求而定）
- 废弃物管理（详见附录D）和环境测试供应商在处理废弃物、化学品、紧急用品时须满足所有当地要求

## 提名环保责任人

鉴于CJLR对于当前及未来面临的环境考验给予高度重视，我们要求供应商提名环保责任人。我们将与环保责任人沟通未来环保相关战略与要求。请提供下述信息

- 环保责任人姓名
- 当前职位
- 联络电话
- 邮箱地址

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

#### 4. 对供应商企业社会责任方面的期望

##### 奇瑞捷豹路虎企业社会责任战略


CJLR致力于以正确的方式开展业务，并期望为CJLR或代表CJLR工作的任何人都符合最高道德标准。我们期望的行为标准已在奇瑞捷豹路虎行为准则和其他支持性政策中规定。我们期望供应商按照相关原则和标准工作

- 我们不容忍任何形式的贿赂或贪污
- 所有在我们的工作环境中工作的员工都必须享有尊严和得到尊重
- 我们尊重所有利益相关方的人权和尊严
- 我们不使用任何形式的强制劳动

请登录我们的网站并熟悉奇瑞捷豹路虎行为准则及其他我们期望供应商遵守的支持性政策


##### 期望

我们要求所有供应商遵守CJLR条款和条件中相应的合规和法律要求。我们期望供应商遵守运营地当地法律及其他适用的法律。我们要求供应商遵守某些基本保护措施，这些保护措施可能在某些情况下超出当地法律规定的标准。这些保护是强制性要求。最低限度，CJLR鼓励供应商遵守工作环境最低要求（详见附录F）。

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 - 奇瑞·捷豹路虎 -
	CJLR Supply Chain Sustainability Web Guide	

## 附录A-内外部网站链接

名称	地址
ISO	<a href="http://www.iso.org">www.iso.org</a>
中华人民共和国生态环境部	<a href="http://www.mee.gov.cn/">http://www.mee.gov.cn/</a>
中华全国总工会	<a href="http://www.acftu.org/">http://www.acftu.org/</a>
国际劳工组织	<a href="https://www.ilo.org/global/lang--en/index.htm">https://www.ilo.org/global/lang--en/index.htm</a>
奇瑞捷豹路虎行为准则	<a href="https://cjlr.portal.ap1.covapp.io/documents/10182/34182/Code+of+Conduct/97b486d6-6109-46ce-b95f-cf13fd8ba15d">https://cjlr.portal.ap1.covapp.io/documents/10182/34182/Code+of+Conduct/97b486d6-6109-46ce-b95f-cf13fd8ba15d</a>
生产采购总条款和条件	<a href="https://cjlr.portal.ap1.covapp.io/reference">https://cjlr.portal.ap1.covapp.io/reference</a>

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## 附录 B-工程要求

### 关注的物质 (SoC)

CJLR对于不允许用于车辆或设施上的物质和化学品有着法律和企业政策上的要求。具体细节请参阅JLR Restricted Substance Management Standard (RSMS), STJLR.99.9999。此标准每年更新并在奇瑞捷豹路虎供应商门户网站上发布,也可从采购员处获取。

所有进入奇瑞捷豹路虎设施和/或在奇瑞捷豹路虎车辆中使用的产品应符合本标准最新版本中规定的要求。

### SOC 报告 (IMDS & CJLR Supplier Portal)

CJLR要求所有供应商根据RSMS,STJLR.99.9999中的要求提交IMDS数据。如果全球汽车申报物质清单 (GADSL) 中对于供应商为CJLR供应的产品内容发生了变化,则供应商需要更新其IMDS数据。如果次级供应商对其负责的组成产品的部分提供了更新信息,则更新信息需通过IMDS传达给奇瑞捷豹路虎。遵守RSMS符合CJLR环境责任与全球性政府法规,且是JLRQ (捷豹路虎质量奖), PPAP、PSW和项目工程签字活动的要求和关键要素。

对供应商的要求有

1. 确保产品符合奇瑞捷豹路虎RSMS的要求并且此要求已传达给下游供应链。
2. 确保产品在IMDS中充分报告,所有GADSL物质在JLR PCDS <PEC>(初步工程验收) (或其他具有同等效力的产品开发系统) 中申报。

供应商必须根据ISO1043第一和第二部分和ISO11469中的要求对超出制定重量的合成材料 (塑料和橡胶) 进行标注,用以标明材料的使用寿命。


### 车辆内部环境

新的奇瑞捷豹路虎项目对车辆内部环境有具体要求。这些要求在STJLR. 51. 5229中有详细说明。此要求旨在最大限度的减少车辆使用者暴露在车辆生产时使用的化学品中。这些要求的设计是本着确保CJLR符合现行市场对客舱空气质量的要求。总而言之,该标准限制了材料和零件中挥发性有机化合物 (VOC) 的排放。溶剂型粘合剂,密封剂和清漆对部件的VOC排放有不利影响,并且在大多数情况下需要更换水基粘合剂以满足这些要求。

### 环境导向设计方案

CJLR致力于在最小化产品生命周期对环境的影响方面,发挥领导作用,以满足客户及其社区当前和未来的需



流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

求和期望。

### 考虑到可回收性、车辆回收和生命周期结束的设计方案

车辆开发过程中，要尽早考虑车辆生命周期结束后车辆回收的问题，以便保护自然资源和及时回收材料。

CJLR致力于通过材料选择、装配和拆卸技术以及制造工艺等，在我们的产品及其组件生命周期结束后进行回收和安全拆解。

遵守所有适用法律是最低限度的要求。CJLR鼓励供应商理解其供应的产品将会成为城市矿山的一部分，应确保车辆在经济上可循环利用。

我们期望供应商通过以下方式支持车辆可回收性的目标和生命周期结束时的要求：

- 适当的组件设计
- 适当的原材料处理流程（如生命周期结束后的安全处理）
- 及时提交IMDS数据（根据RSMS中相关要求）

此外，CJLR要求供应商在所有的车型项目中，在生产过程中、产品全生命周期以及最终退役阶段都秉持“可回收性设计理念”，并遵守工程工作说明书中环境部分相关要求（该文件可从采购员处获取）


### 材料的可持续性及其可回收性

CJLR致力于减少我们车辆的整体环境生命周期影响。我们选择和适用材料的标准包括材料的可持续性、在整个产品生命周期内对环境产生更低的影响且在成本效益达标的情况下满足性能需求、易于回收。在可行和经济效益满足实际需求的情况下，奇瑞捷豹路虎将考虑并推广使用在生命周期结束后可回收和包含可回收或可重新使用材料，以达到减少车辆使用寿命期间的整体环境影响。

供应商须按照工程工作说明书中环境部分奇瑞捷豹路虎目标零配件清单提到的组件确定回收和/或可再生材料解决方案。这些材料应该是目标零件的默认材料选择。如果回收/再生材料未采用，供应商必须向奇瑞捷豹路虎提供书面证明，详细说明不能使用的原因。还应探索新的开发/非目标部件，并与相关的奇瑞捷豹路虎材料工程师一起评估建议。这些要求概述为采购包的一部分。

### Life Cycle Assessment (LCA) 生命周期评估 (LCA)

秉持成本效益而采购可持续材料以减少其产品在其生命周期内对于环境的影响是CJLR未来愿景的关键，这也必

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	


须反映在我们与供应商发展业务关系的方式上。

供应商有义务报告材料数据以支持立法合规。通过使用生命周期评估，并使用相同材料数据，供应商证明其产品解决方案对环境的影响的降低。这将支持我们在产品和业务活动中识别和减少嵌入碳和其他环境影响的行动。CJLR希望供应商证明其在采购新零件方面使用生命周期评估以达到减少环境影响的趋势。请参阅本文前面所示的CJLR环境目标。

对生命周期评估的重视见证了CJLR内部开发和部署快速评估生命周期的工具。此工具提供了一个统一的衡量材料和组件对环境影响的方法，并且使供应商对比成为询报价流程的一部分

CJLR将与供应商合作，以了解和减少我们的产品对环境的关键影响（生产方法，生产方式，材料使用，组件使用和处置）。为此，CJLR将寻求与供应商合作，共同致力于提供环保的解决方案，并保证社会和经济利益。

如果被要求参与其中，请提供相应资源以支持该活动。

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 - 奇瑞·捷豹路虎 -
	CJLR Supply Chain Sustainability Web Guide	

## 附录 C-企业社会责任要求

### 机会均等

奇瑞捷豹路虎承诺为所有员工提供平等机会，且鼓励员工队伍多样性。我们对员工的招聘、培养和晋升决策完全取决于员工自身的工作表现、优势、才干与潜能。我们的雇佣政策及实践要求在公司里不能以种族、肤色、宗教、年龄、性别、性取向、性别认同、国籍、残疾或退伍身份以及当地法律可能涵盖的其他因素为由而有歧视行为。当我们与他人一起工作时，我们必须遵守这些原则。公司视员工的多样性为公司的宝贵财富，我们志在营造一个不同思想、观点、信仰得到重视和尊重的包容性工作环境。

### 骚扰

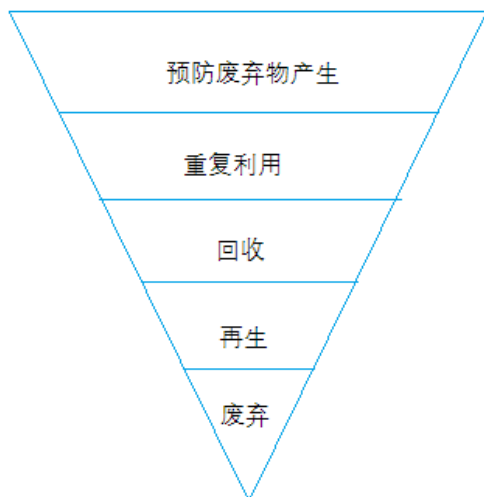
我们每个人都有权在不受到骚扰及羞辱的环境下工作。骚扰可指语言及行动上对他人的诽谤、威胁及冒犯。如果可能冒犯他人，请勿随意开玩笑、使用不恰当的语言或参加该等可能冒犯他人的活动。请阻止该等行为发生并在该等行为发生时进行汇报。为审慎起见，用换位思考的方式考虑他人的感受。我们决不允许在工作场合发生任何暴力或暴力威胁行为。

### 贿赂与腐败


CJLR的员工和公司代表，包括代理商和中介结构，不得直接或间接提供、承诺、支付、要求或收受任何非法或不正的款项或可观收益，且这些款项与收益以（或被认为以）从我们的业务中赚取过高回报为目的。CJLR及其员工不得参与任何可被视作行贿或受贿（或拿“回扣”、收取“疏通费”）的行为，特别是与政府官员打交道时须尤需注意。此类行为不仅违反公司政策，也触犯法律。大多数国家有相关法律严禁贿赂当地或外国官员。哪怕在有些国家，向政府官员支付钱财被认为是业务开展的正常组成部分，但贿赂行为也是不允许的。公司对聘用的代理人也应进行监督，采取措施防止代理人行贿。在某些情况下，CJLR对其聘用的代理人行为负有法律责任。切勿为了获得或维持生意，或为了获得竞争优势而给予政府官员（包括政党、皇室、公共机构的雇员以及在国家机关、国有公司、企业、事业单位、人民团体中从事公务的人员，以及其他依照法律从事公务的人员）及其近亲属有价物品。

## 附录 D-废弃物处置策略层级

奇瑞捷豹路虎致力于减少废弃物并遵守下列废弃物处置策略层级



总结	阶段	涵盖内容
减少	预防废弃物产生	在设计和生产中使用更少的原材料。延长产品使用寿命，重复利用。减少使用有害物质。
重复利用	为重复利用做准备	检查、清洗、修复、翻新或重新制造整个产品或零件
回收	回收	将废弃物变为新物质或产品。如果符合质量协议，则包括堆肥（作为最后的手段）。
再生	再生能量	包括厌氧消化，焚烧和能量回收，气化和热解，产生能量（燃料，热量和动力）和废物中的材料；一些回填。
移除	废弃	不能进行能量回收的垃圾填埋和焚烧

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## 附录 E-ISO14001

### 期望

CJLR 要求具有制造设施的供应商，包括生产采购和非生产采购供应商，从被认可的第三方机构取得符合 ISO14001（或同等效力）对该设施要求的认证。这是 JLRQ 中的必要条件。此要求将有助于证明我们所有的供应商都在努力满足当地的法律和监管要求，并为其业务的重要环境方面制定可行的持续改进计划。

我们也期望无制造设施但对环境有重要影响的供应商获得第三方认证的 ISO14001 证书或其他具有同等效力的证书。

### 常见问题

#### 具体要求是什么？

被认可的注册商对 ISO14001 的第三方认证。其他相关信息详询采购负责人。

#### 哪些供应商被要求进行认证？

所有向 CJLR 供应产品的、具有生产基地的（例如机械、工具和工业材料供应商）一级生产及非生产供应商

#### 非制造业供应商是否也要求具有 ISO14001 认证？

我们鼓励所有供应商实施环境管理标准（EMS）。我们也期望无制造设施但对环境有重要影响的供应商获得第三方认证的 ISO14001 证书。

#### 是否供应商所有的生产基地都需要经过认证？


供应商拥有的直接向 CJLR 提供产品的所有生产基地必须经过认证。

#### 次级供应商是否需要经过认证？

我们强烈建议次级供应商通过 ISO 14001 认证。同时，我们要求一级供应商鼓励次级供应商获得认证。

#### 卫星装配工厂是否需要经过认证？

是的，卫星装配工厂被看作是“制造场地”，也需要经过认证。

流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

**CJLR 是否接受供应商符合 ISO14001 要求的自我声明？**

不接受，只接受第三方认证

**为什么要求第三方认证？为什么不能自我认证？**

对第三方认证的要求将有助于确保我们的所有供应商都在努力满足当地的法律法规以及奇瑞捷豹路虎的环保要求。使供应商能够在其业务的重要环境方面制定可行的持续改进计划。 第三方认证将确保您的 EMS 工作。

**2004 版 ISO 标准是否有效？**

ISO 14001 已从 2004 标准更新为 2015 标准。 预计所有供应商将在 2018 年 9 月过渡到 2015 年标准，届时 2004 标准认证将不再有效。


**CJLR 要求什么类型的信息用作证明？**

ISO 证书的复印件（不可编辑的电子版本）

**如果供应商不符合 ISO 14001 要求会怎样？**

环境绩效是供应商的关键绩效指标 - ISO 14001 认证状态将影响未来的采购决策。没有认证，供应商可能无法获得新业务。

此外，ISO14001 认证是申请 JLRQ 的必要条件。ISO 14001 是所有现有 JLRQ 供应商的要求。


流水号 Series No.: CJLR-PUR-PP-T022	供应链可持续发展网络指南	 JAGUAR LAND ROVER — 奇瑞·捷豹路虎 —
	CJLR Supply Chain Sustainability Web Guide	

## 附录 F-最低工作标准或条件

CJLR 希望供应商采用并执行与下列指导原则类似的，或更加严格的标准

1. 提供政策或文件证明未使用童工（16 岁以下），除非是政府授权的职业培训或学徒计划的一部分，并对参与者有显著的益处。
2. 提供政策或文件证明无强制劳动或人口贩运。
3. 确定有关员工的工资、福利、扣薪、罚款和支付日期的做法和制度。
4. 对于有最低生活保障工资标准的国家，证明所有员工至少获得最低工资。
5. 确定合同结束前员工自行辞职的流程。
6. 如扣留员工福利或金钱，需提供合理解释。但是，员工个人身份证明文件，如护照，绝对不能以任何理由扣留。
7. 描述纪律流程和程序，包括授权管理工人的流程和程序。
8. 定义哪些员工签署了员工合同并描述合同中包含的信息。如果不是所有员工都签了合同，那么需解释原因。
9. 描述管理层如何招聘和培训新员工。
10. 概述员工与管理层的关系和互动方式，尤其是谈判和工作场所申诉的条件。
11. 提供过去五年提出的歧视案件和/或报告的任何文件，以核实不会容忍基于种族，种姓，宗教，肤色，血统，婚姻状况，性别，性别重置，性取向，怀孕，生育，年龄，国籍，种族，残疾，退伍军人身份或适用法律保护的任何其他类别的骚扰或歧视。
12. 概述报告与安全有关的事件，原因分析和纠正/预防措施的方法。
13. 提供过去五年因公死亡/伤害/疾病/损工的案件
14. 确定如何持续监测劳动力的健康状况。
15. 提供任何与健康和安全事项有关的政府访问的详细信息，与引用、罚款或裁决有关的文件，包括减排/解决方案以及有关任何健康和安安全事项的现状。
16. 详细说明预防和管理现场紧急情况的流程，包括业务恢复策略和计划。
17. 确定工作场所安全检查流程。
18. 确定用于评估安全绩效的措施以及为达成这些目标员工需承担的相关责任。
19. 提供用以识别所有对于员工健康和安安全相关培训的流程。包括过去 5 年接受安全培训的员工比例。
20. 提供用于验证健康和安安全管理有效性的方法示例（例如内部或外部审核等）。



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21. 提供证据证明工作时间在法定限定内，形式可以为记录工作时间和与员工沟通的政策
22. 证明了解所有适用的法律要求，包括最近的任何变更。

上述原则与以下人权章程一致，并在很多情况下直接来源于人权章程

- 《世界人权宣言》
- 《全球契约》
- 全球社会责任的沙利文原则