# Annex E

# Quality, Environment, Occupational Health and Safety and Security Commitment Letter

SCHENKER has established and implemented a management system of quality, environment, occupational health and safety and security in accordance with ISO9001, ISO14001, ISO45001 and IS28000 standards. To better implement the requirements of quality, environment, occupational health and safety and security management systems, to provide an efficient, safe, reliable and complete logistics services for worldwide customers, to obtain a comprehensive customer satisfaction and continuous improvement of service quality consistently, to achieve energy conservation, emission reduction, low carbon environmental protection, and to ensure the safety of personnel and goods. SCHENKER requires all service providers, contractors, suppliers of SCHENKER to undertake and comply with the following (including but not limited to):

#### I. Quality

- Establish and implement quality management system in accordance with ISO9001.
- Develop an integrated service control procedure according to the service requirements of SCHENKER to ensure an effective implementation of quality control.
- All employees should pass the on-job training before on boarding. Training content includes the requirement of SCHENKER's operation. In addition, personnel in special operating positions must obtain the necessary job qualifications required by national laws and regulations.
- Implement an effective quality monitoring and measurement, analyze and improve the problems found in a timely manner to ensure the goals and indicators of SCHENKER are achieved.
- Equipment and facility maintenance, measuring instrument calibration, etc. to comply with the requirements of laws and regulations.
- Regularly conduct internal audits to improve the quality management system continuously.

# II. Environment and Occupational Health and Safety

# i. General Requirement

- Establish and implement environment and occupational health and safety management systems in accordance with ISO14001 and ISO45001.
- Assist SCHENKER to meet and achieve the objectives of environment and occupational health and safety.
- The products and services provided for SCHENKER should fully consider and fulfill the requirements of safety, environmental protection and energy saving.
- The employees of the service providers, contractors, and suppliers shall have adequate qualifications and skills to perform the services.
- Implement and comply with relevant national and local safety and environmental regulations, continue to improve safety and environment and internal management systems.

#### ii. Classification requirements (if applicable):

#### 1. Transportation:

- Implement and comply with transportation laws and regulations, establish and improve
  a traffic safety management organization, contain sufficient safety management and
  inspection personnel to provide organizational guarantees for strengthening traffic
  safety production and management.
- The carrier vehicles and employees provided for SCHENKER should meet the requirements of national, industry, and local laws and regulations, and obtain corresponding carrier and business qualifications. Implement national and local environmental protection, safety laws and regulations and other relevant requirements simultaneously.
- Conduct safety and environmental protection education and training for its employees regularly, especially for safe and eco driving, emergency handling, etc.; ensure there is no overload, no speeding, no fatigue driving, comply with traffic laws and entrusted company rules, and establish the brand of DB SCHENKER.
- Conduct regular maintenance and annual inspections for its vehicles, and repair
  promptly when problems are found; equipped with necessary emergency equipment,
  i.e. fire extinguishers and first aid kits; ensure the safety of transportation vehicles,
  personnel safety, reliable vehicle performance, and exhaust emissions in compliance
  with relevant laws and regulations.
- When vehicles enter and exit the SCHENKER or SCHENKER's customer site, it shall abide by the on-site driving and parking requirements, and prohibit speeding and random parking, which will affect the traffic and cause unnecessary accidents.
- Conduct traffic safety inspections regularly to thoroughly investigate and rectify hidden dangers. Implement various measures to prevent traffic accidents conscientiously, and curb any traffic accidents effectively, especially serious traffic accidents. In the event of an accident occurred, report to SCHENKER and relevant government departments promptly and truthfully, organize rescue actively, eliminate problems, i.e. late reporting, false reporting, and concealment of accidents.
- Obtain corresponding production, operation and transportation qualifications when carry out hazardous chemicals, and provide the hazardous chemicals production and operation license, the road transportation license of dangerous goods, and the work permit for drivers and escorts to SCHENKER when signing the agreement. Notify SCHENKER when the qualifications are changed or updated, and provide an updated copy to SCHENKER for record.
- Vehicles with hazardous chemicals should meet the safety technical requirements required by national standards and shall undergo regular safety technical inspections in accordance with relevant national regulations. The hazardous chemicals should be loaded in accordance with the approved capacity of the transport vehicle when transport hazardous chemicals by road, overloading is prohibited. During transportation, corresponding safety protection measures should be taken according to the hazardous characteristics of hazardous chemicals, emergency response plans should be established, and necessary protective equipment and emergency rescue equipment should be provided.
- SCHENKER will incorporate the daily safety and environmental performance of service providers, contractors, suppliers into the end-of-year performance evaluation. The evaluation results will affect the subsequent business development. Please be aware on

the daily management and execution.

#### 2. Customs Declaration

- Office consumption should be saved, paperless office and electronic communication should be adopted as much as possible, office equipment and consumables should be recycled, reused and comprehensively used to save energy and reduce emissions, reduce resource consumption, and protect the environment.
- Ensure the business-related document are properly secured.
- Ensure relevant personnel have obtained a certificate for customs declaration.

#### 3. Operation Agent

- Comply with and fulfill relevant national and local laws and regulations, ensure its premises have compliant safety and environmental protection legal certification.
- Conduct safety and environmental protection education and training for its employees in a regular basis. A valid job certificate is required for any special work positions, i.e. forklifts and climbers.
- The personnel shall be equipped with labor protection equipment that comply with the national or industry standards, supervise and educate the personnel to wear and use the equipment in accordance with the rules. In addition, conduct checking before use to ensure that they are in normal condition.
- Strengthen daily safety and environmental protection inspections, including but not limited to: fire protection, shelves, vehicles, circuits, etc.; rectify the problems promptly to avoid safety and environmental protection accidents;
- Adopt office consumption saving and adopt paperless office and electronic communication as much as possible, rationally in use of various transportation and packaging consumables, adopt recycling, reuse and comprehensive utilization to save energy, reduce emissions, reduce resource consumption and protect the environment.

#### 4. Property service

- Implement and comply with relevant national and local laws and regulations, ensure a compliant safety and environmental protection legal certification for its premises.
- Conduct safety inspections regularly and strictly follow the fire-fighting laws and regulations, conduct fire-fighting equipment and facilities inspection regularly, and rectify problems in a timely manner.
- Formulate an emergency plan, including but not limited to accidental fire, elevator accident, earthquake accident, etc.; regular drills to ensure the effectiveness of the plan;
- Organize fire safety training and fire drills for all Tenants in accordance with regulations
  to ensure the necessary fire self-rescue knowledge and building escape routes are well
  known.
- Strengthen the control of visitors. Designate a fixed smoking place, set up trash can to avoid littering cigarette butts everywhere and which may cause fires.
- The property company shall strictly classify the garbage in accordance with national and local regulations and entrust a qualified company to recycle and disposal for daily garbage and solid waste generated by tenants.
- The construction time of the tenants should be reasonably specified for any decoration activities of new tenants. Regularly supervise its construction status to avoid noise and odor affecting other tenants. If unreasonable or abnormal is found, the property

company should prevent and resolve promptly.

# 5. Catering service

- Ensure the company has obtained legal qualifications and valid health certificate for all workers
- Follow the food sample retention regulations, the food samples should be retained for 48 hours in daily basis.
- Formulate an emergency plan and conduct drill regularly to maintain its effectiveness.
- The treatment of swill should comply with environmental protection requirements and should not be dumped at will to maintain a good environment.

# 6. On-site construction and operation

- Implement the guidelines and policies related to production safety and environmental protection issued by governments, strictly implement laws and regulations related to safety, fire protection, environmental protection, and transportation; comply with SCHENKER's safety, fire protection, environmental protection, transportation and other rules and regulations, accept and obey SCHENKER's supervision and safety management. If there is any violation or cause an accident, it should bear all responsibilities and consequences. If economic losses or adverse effects are caused to SCHENKER, the losses should be indemnified, and the adverse effects should be eliminated. SCHENKER reserves its obligation to pursue its legal liabilities.
- For providing services to SCHENKER under the contract and/or agreement, participating in daily operations, should comply with the safety, environmental protection and other relevant regulations of SCHENKER and obey in the management of SCHENKER.
- For providing construction activities under the contract and/or agreement such as
  decoration for SCHENKER, its legal representative or its designated person in charge is
  the first person responsible for safety, fire protection, environmental protection and
  security in the SCHENKER area, and is fully responsible for its all construction workers
  (including subcontracting) and work site safety production and environmental
  protection work, and take fully responsibility for the personal injury and property loss
  of the workers.
- SCHENKER should inform the relevant safety and environmental protection regulations
  to the person in charge of construction. The person in charge is responsible for
  communicating and training his team, and organize the arrival, inspection and
  acceptance of equipment, facilities and protective equipment according to the plan.
  Carry out safety and environmental protection training for workers in a regular basis to
  ensure that all personnel to operate the construction equipment correctly and keep the
  facilities safe and intact.
- Carry out the safety production responsibility system, earnestly perform safety
  production responsibilities, supervise the on-site workers to strictly implement the
  requirements of SCHENKER, and inform the on-site workers of the dangerous factors
  truthfully, preventive measures and accident emergency measures that exist at the site
  and the workplace.
- New recruits should be reported to SCHENKER on time, and the person in charge of the construction party will conduct safety and environmental protection education and training to ensure that the personnel have the necessary safety and environmental

- protection knowledge, be familiar with the relevant safety operation rules and regulations ,operating procedures and master the operation skills. Personnel who without safety operation and environmental protection education and training are not allowed to work.
- The personnel should be equipped with PPE that meet the national standards or industry standards, and the personnel should be educated to wear and use the equipment correctly in accordance with the rules. In addition, conduct checking before use to ensure that they are in good condition.
- Garbage and solid waste generated during construction should be classified and treated in accordance with national and local regulations. Random discarding and emptying are prohibited; during the construction period, the construction time should be arranged strictly in accordance with the regulations to avoid noise construction.
- The procurement, storage, and use of hazardous materials must comply with relevant laws and regulations and managed strictly; if special work types or special equipment operations are involved, special work types/or special equipment operators shall be sent for training and retraining as required to prevent unlicensed operations.
- During the construction period, smoking in non-designated areas is prohibited; permits should be obtained before involving hot works, and physical isolation should be done to prevent accidental fires.
- Organize construction workers to enhance safety inspections before and after the holidays, well prepare on the seasonal safety precautions, and be responsible for the fire prevention, sanitation, and environmental management of the area under their jurisdiction.
- When accidents occur during the construction period, the SCHENKER personnel should be notified in time and reported in accordance with the relevant accident reporting regulations of the State Council and local governments and should not be concealed.

# III. Trade Security and Security

- 1. Comply with the supply chain security management system such as ISO28000/AEO/C-TPAT/TAPA and relevant laws and regulations, continuously improve the internal security management system, optimize and improve its own trade security management in accordance with the standard or other equivalent standards, conduct risk assessment with internal regularly to ensure its compliance.
- 2. Establish security control measures for Premises
  - Establish and implement a security management system for business premises.
  - The business site of an enterprise shall have corresponding facilities to prevent the entry of unspecified goods and unauthorized persons.
  - The business site of an enterprise shall have corresponding facilities to monitor the security of all entrances and exits.
  - All entrance and exit doors and door frames must be solid, able to resist or delay forced entry and keep in locked when not in use. High-value warehouses (if any) must be equipped with patrol personnel, with adequate lighting and uninterrupted CCTV monitoring, together with alarm devices, and install electronic and physical protection to prevent any accidental security incidents.

#### 3. Establish security control measures for access

- Establish and implement the management system of personnel and vehicle access.
- Carry out identity recognition and access control for corporate employees, restrict unauthorized employees entering in any sensitive areas, and conduct unified management of the issuance and recovery of employee identities. Employees' vehicles entering the enterprise shall be parked in designated areas.
- Carry out visitor registration management control, a valid government-issued ID cards
  with photos must be checked while registration. Visitors entering the enterprise should
  place a temporary identification marks and entering the key sensitive areas of the
  enterprise shall be accompanied by employee of the enterprise. Visitors' vehicles
  entering the enterprise should be registered and parked in designated areas;
- Identify and deal with unidentified persons who entered without permission.

# 4. Establish security control measures for personnel

- Establish and implement management systems on new coming employee, resignation and work suspension.
- Implement employee file management and employee active list must be available.
- Verify the identity, employment history and other information of the applicants before hiring, Investigate any illegal records of personnel.
- Withdraw the badge and equipment of all resigned and suspended employees, prohibit them from entering the company's business premises and using the company's information system.
- All personnel in special positions must possess the required skills and qualifications for the position before performing the services.

# 5. Establish security control measures for business partners

• Establish and implement a management system for evaluating and inspecting the supply chain security of business partners.

# 6. Establish security control measures for cargoes

• Establish and implement a management system to ensure the integrity and security during import and export cargoes, inbound and outbound cargoes in the transportation, loading and unloading and storage process.

# 7. Establish security control measures for containers (if have)

- Establish and implement a management system to ensure the integrity and security of containers.
- The container inspection adopts the "seven-point inspection method" (the container is inspected in the following order: front wall, left side, right side, floor, top, inner or outer door, outer or undercarriage).
- Container seals must meet or exceed the current standard of ISO 17712 for high-security seals, the seals are managed and registered by a dedicated person. It is necessary to establish a written system and procedures for applying and inspecting seals, as well as a reporting system for abnormal seals.
- Containers should be kept in a safe area to prevent unauthorized entry or modification.
   Procedures for reporting and resolving unauthorized entry into the container or container storage area is in place.

- 8. Establish and implement a management system to ensure the integrity and security of transportation vehicles.
- 9. Establish control measures for crisis management
  - Establish emergency plans to deal with disasters and emergency situations.
  - Carry out emergency response to disasters or emergencies to reduce the impact of the above-mentioned situations on the import and export activities of enterprises.
  - Report to Customs department promptly for any disasters and emergencies involved.
- 10. Establish management control measures for training
  - Establish and implement an internal training system for trade security effectively.
  - Conduct education and training to employees regularly on risks related to the shipping goods in the international trade supply chain, let employees to understand and master the work should be performed during cargo safety in customs authorized company.
  - Conduct crisis management training and crisis management simulation drills for employees regularly, let employees to understand and master the work should be performed during emergency situations and abnormal reporting
  - Provide supply chain security training to employees regularly, the training content including but not limited to company relevant regulations, firefighting knowledge, safe driving of drivers, vehicle inspections, container inspections, seal management, cargo handover, transportation, storage, abnormal reporting, etc., and keep relevant records.

The English version is hereby for reference only. In case of any conflict or discrepancy, the Chinese version shall prevail.

We hereby ([service provider company name]) agree to and comply with the terms and conditions of this Quality, Environment, Occupational health and safety and Security Commitment Letter.

Contact Person:	<del></del>
Company Name:	[service provider company name]
Company seal:	