



## Samsung Electronics Student Worker Policy in China

Ver. 1.0, June 16, 2014

Samsung shall have a Student Worker protection policy in accordance with all relevant laws and regulations. Where relevant laws and/or regulations are stricter than the requirements in this policy, Samsung shall follow those laws and/or regulations.

A "Student Worker" is a person, regardless of age, who seeks a degree through Educational Institutions and is employed by Samsung for an internship to support their vocational study that is arranged by the Educational Institution. An "Educational Institution (school)" is an institution which provides educational programs for more than a semester to confer licenses, educational degrees, or certificates to people who complete the program. Educational Institutions include secondary vocational schools, vocational high schools, higher technical schools, independent colleges, normal colleges, vocational & technical colleges and full-time universities etc.

1. Student Workers are prohibited from serving as temporary workers during peak seasons or used in response to a labor shortage, as this does not align with their educational pursuit of an internship. Samsung shall not employ Student Workers who are younger than the age of 16 or secondary vocational school students who are in their first year of study. The internship provided by Samsung shall be relevant to the Student Workers' educational background or professional field. The duration of an internship shall not exceed one year.
2. Recruitment agencies shall not be used to recruit Student Workers. Samsung shall not accept any individual student's application to take part in an on-site production internship without the involvement of his/her school.
3. Before making an internship agreement with the school, Samsung shall confirm legal and social reliability of the school by looking at licenses or permission granted, the school's reputation, history etc. On-site visit and inspections of the Educational Institutions are also recommended.
4. Samsung shall ensure that a tri-party agreement among 1) the Educational Institution, 2) Student Worker or his/her legal guardian, and 3) Samsung is signed prior to the commencement of the internship. A copy of the tri- party internship agreement shall be provided to the Student Workers. The tri-party agreement shall stipulate items such as:
  - Basic information, including the term of a contract, job description, place of work.
  - Student Worker information, such as his/her full name, ID number, hometown, current address, name and address of his/her school, major, grade, contact information.
  - Company information, such as type of business, address, name of representative.
  - Working conditions, such as working hours, days of rest, wages, nature of the job, payday, payment method, benefits, accident insurance.
  - Living conditions, including dormitories, canteen - including fees for meals or lodging-



5. All work must be voluntary. Any form of forced labor is strictly prohibited. Student Workers are free to leave their employment upon giving reasonable notice without any penalty or retaliation.
6. Overtime work, classified as work in excess of 8 hours per day and 40 hours per week, is strictly prohibited for Student Workers. Shift work at night, classified as work during the hours of 10 p.m. to 6 a.m. the next day, is strictly prohibited for juvenile Student Workers. Student Workers shall be given legal holidays, leaves of absence, and rest days.
7. Student Workers are not allowed to perform work in dangerous or hazardous working environments. Exceptions may be made when Student Workers are older than 18 years old, have a highly relevant professional background and/or area expertise, and appropriate protection is provided, as well as if relevant laws and regulations allow it.
8. Student Workers will be treated as equal to formal workers. Samsung shall pay Student Workers doing the same work as formal workers at the same rate, without delays or any illegal deductions such as educational or management fees. Payment of wages shall be made directly to Student Workers. Student Workers are entitled to the same benefits such as dormitories, canteen service, medical services, as the rest of the workforce. Samsung shall cover all Student Workers under the social insurance policy as legally required by China.
9. Samsung shall conduct regular physical examinations, free of charge, for Student Workers in accordance with relevant laws and regulations. Samsung will refer to the physical examination checklist made by related authorities and shall not force the Student Workers to go through examination check-ups that are not required by laws and regulations.
10. Samsung shall implement orientation and on-the-job training programs for Student Workers. Orientation training shall be delivered before the Student Worker is assigned to their tasks, and shall provide a full understanding of Student Workers' legal rights, responsibilities, and working conditions (e.g., wage calculations, working hours, communication channels, health and safety issues). On-the-job trainings will focus on health and safety, professional skills, and other related topics.
11. Communication channels including suggestion boxes and hotlines shall be available and easily accessible. Student Workers shall be encouraged to freely express their concerns, complaints, suggestions, and questions.
12. Samsung shall appoint a point of contact, to serve as a senior manager responsible for ensuring the health and safety of Student Workers in the facility and discussing any issues with teachers at the Student Workers' respective Educational Institutions.
13. Samsung will use internal or external auditors to monitor the implementation of this policy, ensuring a full compliance of the policy. If non-compliance is found, Samsung shall immediately implement corrective actions.



14. This policy might be revised periodically to ensure that it is fully consistent with Samsung's values and any new policy developments.

Miscellaneous: In case of discrepancy and/or inconsistency between English and Chinese version, English version shall prevail.

## Reference List

中华人民共和国劳动法 Labor Law of P.R. China

中华人民共和国劳动合同法及其修订 Labor Contract Law of P.R. China and its Amendments

中华人民共和国未成年人保护法 Law of P.R. China on the Protection of Minors

中华人民共和国职业教育法 Occupation Education Law of P.R. China

中华人民共和国就业促进法 Employment Promotion Law of P.R. China

禁止使用童工规定 Provisions on the Prohibition of Using Child Labor

未成年工特殊保护规定 Provisions on the Special Protection of Juvenile Workers

国务院关于大力发展职业教育的规定 The State Council Decision on the Development of Vocational Education

教育部关于职业院校试行工学结合、半工半读的意见 The Opinion Issued by Ministry of Education on the Pilot Run of the Combination of Practicing and Learning/Work through Study Program

中等职业学校学生实习管理办法 Administrative Measures on the Internship of Secondary Vocational School Students

教育部办公厅关于应对企业技工荒进一步做好中等职业学校学生实习工作的通知 Notification Issued by Office of the Ministry of Education for the Improvement of Internship Arrangement for Secondary Vocational School Students When Dealing with Enterprise Shortage of Skilled Workers

教育部办公厅关于进一步加强中等职业学校学生实习风险管理工作的紧急通知 The Emergency Notification Issued by Ministry of Education on the Further Strengthening Risk Management for Internships with Secondary Vocational School Students

中等职业学校学生实习责任保险实施方案 The Implementation Method and Measures on the Internship Insurance of Secondary Vocational Schools

学生伤害事故处理办法 Guidelines on Handling Student Injuries and Accidents



原劳动保障部 28 号令：《就业服务与就业管理规定》 Regulations on Employment Services and Employment Management