



Diversity, Equity and Inclusion Policy

1. Introduction

This Diversity, Equity, and Inclusion Policy aims to improve the corporate culture of GenScript Biotech Corporation (hereinafter referred to as “GenScript”, “the Company” or “we”), promote a workplace that values equity, impartiality and integrity, eliminate all forms of prejudice and discrimination, and improve employees’ well-being and sense of belonging.

2. Scope

This policy applies to GenScript Biotech Corporation and its subsidiaries and affiliates worldwide. All employees, whether full-time, part-time, interns, consultants, or temporary staff, as well as suppliers, contractors, or other business partners, are required to comply with this policy.

3. Governance

The Company has established the Risk Management and ESG Committee at the Board level, responsible for developing, managing, supervising, and implementing the Company’s Diversity, Equity and Inclusion (“DEI”) strategy. The management and the Human Resources Department work to integrate the DEI policy into business operations, provide DEI policy training to all personnel, facilitate the implementation of DEI programs, and regularly update the Risk Management and ESG Committee on DEI progress.

This policy has been reviewed by the management to ensure it appropriately states our global stance on DEI. The management will regularly review the Company’s DEI policies, programs and actions to ensure effective implementation in all circumstances.

4. Recruiting Diverse Talents

The Company is committed to attracting a global talent pool through a diverse recruitment strategy. We ensure that our recruitment process is inclusive, standardized, and transparent. We prohibit discrimination on the grounds of gender, region, race, ethnicity, sexual orientation, marital status, disability, religion, or political affiliation.

The Company has developed internal policies and guidelines, such as the Employee Handbook and the Recruiting and Onboarding Management Policy, which are designed to safeguard the legal rights and interests of all employees and provide fair, equitable, and diverse development opportunities for all.

5. Promoting Diverse Talent Development

The Company offers diverse and equal opportunities in promotion and development. Our compensation and benefits policies are determined based on position, experience, capability, and performance, ensuring a merit-based approach. We are committed to fostering an environment where all individuals, regardless of race, skin color, gender, religion, nationality, disability, sexual orientation, gender identity, marital status, or any other protected status are treated with equality and respect.

6. Training and Awareness

The Company maintains a robust training system to enhance employees' awareness of diversity. This includes building a diverse pool of trainers comprising employees and external experts from various backgrounds. We provide cultural training to help employees recognize the significance of working in a diverse team and to prevent discrimination or bias, whether conscious or unconscious. We provide a range of career development programs and ample training support to all employees to ensure their growth and success.

7. Human Rights and Working Conditions

The Company upholds the principles and values of the International Labor Organization (ILO), the Universal Declaration of Human Rights (UDHR), the International Bill of Human Rights, and the United Nations Guiding Principles on Business and Human Rights. We protect the fundamental rights and interests of employees in strict accordance with the applicable laws and regulations of the jurisdictions where we operate. These rights and interests include but are not limited to the living wage, maximum working hours, flexible shift arrangements, overtime, and statutory benefits. We respect employees' work-life balance and arrange working hours reasonably, striving to minimize excessive overtime. We also support employees' freedom of association and speech, as well as their collective bargaining rights, encouraging them to express personal opinions and protecting their rights.

To mitigate the negative impacts of layoffs, the Company will provide advance notice of mass layoffs that exceeds the statutory notice period in accordance with local laws and regulations of the jurisdictions where we operate, ensuring the protection of employees' rights and interests.

8. Anti-Harassment Policy

The Company strictly prohibits any form of harassment in the workplace, including verbal, physical, or online harassment. We maintain a zero-tolerance policy on such behavior. Any employee found to be engaging in harassment will be subject to disciplinary action, up to and including termination.

9. Commitment to Physical and Mental Health of Employees

The Company prioritizes the physical and mental health of employees. To promote a healthy and happy lifestyle, we have established various workplace clubs and regularly organized activities aimed at relieving stress and fostering a positive work environment. These clubs also serve as platforms for team building and enhancing corporate cohesion.

10. Employee Engagement and Continuous Improvement

The Company conducts annual internal surveys and evaluations to measure employee satisfaction. We take employee feedback into account when reviewing and enhancing competitive benefits, training, and development programs. We use survey insights to make targeted adjustments to our diversity and inclusion initiatives.

11. Reporting Channels

The Company encourages employees to report any suspected discrimination, harassment, or unfair treatment through various compliance channels. We are committed to maintaining the confidentiality of information provided by whistleblowers and to protecting them from any form of retaliation.

Upon receiving reports of violations, the Internal Audit Department and the Human Resources Department will respond promptly. The Company will handle all reported violations seriously, conduct thorough investigations, and provide timely feedback to the whistleblowers. If the reported violations are confirmed, the Company will take corrective actions as necessary.

The Company offers reporting channels including but not limited to:

- Report to your superiors, Human Resources Department or Internal Audit Department
- Reporting email: compliance@genscript.com
- CEO mailbox: Employee Voice platform

12. Availability and Revision

This policy is available to all employees. GenScript reserves the right to revise, modify, or repeal the policy at any time for any reason. Any updates to the policy will be promptly communicated to employees.