



Corporate Social Responsibility (CSR) Policy

Ref: OTK-CSR-001-V02

March 15, 2024



1. Introduction

As an international engineering company, OTEC Engineering is committed to sustainable corporate citizenship by integrating ethical, environmental, and social considerations into our business operations. We strive to create long-term value for our employees, clients, and the communities in which we operate. Our aim is to actively participate in projects and initiatives that empower local communities, promote inclusive growth, and contribute to a sustainable future.

2. Our Commitments

We pledge to:

- **Sustain Ethical Business Practices:** Maintain transparency, integrity, and compliance with all applicable laws, regulations, and international standards.
- **Ensure Employee Well-being:** Foster an inclusive, diverse, and safe workplace where employees can develop professionally and personally.
- **Support Community Development:** Engage in initiatives and projects that enhance social and economic well-being in the communities where we operate.
- **Promote Environmental Responsibility:** Implement sustainable practices that minimize our ecological footprint and contribute to a greener planet.
- **Encourage Responsible Supply Chain Management:** Partner with suppliers and subcontractors who uphold ethical labor, safety, and environmental standards.

3. Implementation Strategy

To uphold our CSR commitments, at OTEC Engineering, we :

- **Employee Engagement & Ethical Business Practices**
 - Conduct **annual mandatory training** for all employees on corporate ethics, sustainability, and responsible business practices.
 - Encourage employees to **propose and lead social initiatives** that enhance the well-being of local communities.
- **Sustainable Business Practices & Supply Chain Responsibility**
 - Adopt **sustainable business practices** across all operations, ensuring that our projects align with global environmental and ethical guidelines.
 - Require **all suppliers and subcontractors** to adhere to strict ethical sourcing, labor rights, and environmental sustainability guidelines.
- **Community Empowerment & Development**
 - Develop **mentorship and internship programs** to equip local talent with technical skills and career opportunities.
 - Support initiatives that focus on **infrastructure development, and access to essential services** in the communities where we operate.

4. Governance & Review

- The **General Manager/CEO** is responsible for overseeing the CSR strategy and ensuring alignment with corporate objectives.
- The CSR policy will be **reviewed annually** to incorporate new best practices, evolving global standards, and stakeholder feedback.

Dr. FAN Shaobo 
General Manager/CEO

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