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北京奔驰商业伙伴合规责任书

BBAC Business Partner Obligation Letter Regarding Compliance

尊敬的商业伙伴：

Dear business partner:

我司，北京奔驰汽车有限公司(以下简称“北京奔驰”)为了保护公平竞争的环境，遵守适用法律，有效遏制商业贿赂行为，持续规范廉洁从业行为，共同营造健康诚信、廉洁合规的运营环境，确保双方的合法利益，本着公开、公正、公平、互利的原则，特将需要您遵守的廉洁、合规义务及要求进行说明和正式告知。

Our company, Beijing Benz Automotive Co., Ltd. (hereinafter referred to as “BBAC”), in order to protect a fair competition environment, abide by applicable laws, effectively curb commercial bribery, continue to regulate clean business practices, and jointly create healthy, honest, clean and compliant operations environment, ensure the legitimate interests of both parties, and based on the principles of openness, impartiality, fairness and mutual benefit, will explain and formally inform you of the integrity and compliance obligations and requirements that you need to abide by.

具体如下：

Detailed as follows:

1. 定义

Definitions

1.1 词语释义

Definition of terms

- a) “商业伙伴”指已经或拟与北京奔驰通过签订合同的方式建立业务合作关系的企业或其他法律实体。

“Business partners” refer to all enterprises or other legal entities, which have or plan to have business cooperative relationships with BBAC by entering into contracts with BBAC.

- b) “关联公司”指与商业伙伴之间存在直接或间接控制关系或重大影响关系的企业。

“Affiliated companies” refer to the companies that have a direct or indirect control relationship or a significant influence relationship with business partner.

- c) “关联方”指商业伙伴的管理人员、董事或雇员，或代表商业伙伴利益行事的代



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理、股东、负责人或所有人。

“Affiliated parties” mean an officer, director or employee of a business partner, or an agent, shareholder, principal or owner acting on behalf of the business partner's interests.

- d) “利害关系人”指与北京奔驰工作人员具有亲属关系及其他共同利益或特定关系人。

“Interested Parties” refer to those who have kinship and other common interests or specific relationships with BBAC staff.

- e) “政府实体”指政府或其政府的任何部门、机构或执行部门（包括由政府控制的任何公司或其它实体）、政党或者公共国际组织。

“Government entity” means the government or any department, agency or executive branch of the government (including any company or other entity controlled by the government), political party or public international organization.

- f) “政府官员”指政府实体的任何官员、雇员或其他官员（包括他们的任何直系家庭成员），以职务身份为政府实体行事的任何个人或行政职务的任何候选人。

“Government official” means any official, employee or other official of a government entity (including any immediate family members of them), any candidate for any personal or executive position acting in an official capacity for a government entity.

- g) “北京奔驰汽车有限公司”亦包含其分公司。

“Beijing Benz Automotive Co., Ltd.” also includes its branches.

- h) “双方”特指北京奔驰与商业伙伴。

The “Parties” specifically refers to BBAC and its business partners.

1.2 适用法律

Applicable law

商业伙伴应协助并与北京奔驰全力合作以遵守适用于双方拟洽谈合作业务的法律：包括且不限于适用于商业伙伴或其关联方从事的与本责任书双方拟洽谈合作业务有关的或者与涉及各方的任何其他业务事项的任何活动的任何其他法律、法规、规定、命令、法令或具有法律效力的其他指令（各种情形下皆包含可能不时进行的修订）。

Business partners should assist and fully cooperate with BBAC to comply with the laws applicable to the business that the two parties intend to negotiate with: Including, but not



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limited to, all other effective laws, statute, regulation, order, decree or other directives applicable to any activities undertaken by business partners or their affiliates in connection with the business to be negotiated by the parties in this Obligation Letter or in connection with any other business matter involving the parties (in each case including amendments which may be made from time to time).

2. 适用范围

Scope of application

北京奔驰（含分公司）以及准备或已经与北京奔驰开展业务合作的商业伙伴及其关联公司、关联方。

BBAC (including branches) and its business partners and their affiliates and related parties who are planning to or have entered into business cooperation with BBAC.

3 适用法律的遵守

Compliance with applicable laws

商业伙伴应保证并承诺其自身或任何关联方已遵守并将继续遵守所有的适用法律，且尽其所知，其并未采取并将不会采取或未能采取任何行动，这些作为或不作为可能导致其自身或北京奔驰根据适用法律承担责任。该等保证与承诺均应视为重要的且在双方合同有效期内持续做出的。

Business partner shall warrant and undertake that itself or any affiliate has complied with and will continue to comply with all applicable laws and, to the best of its knowledge, has not taken and will not take or fail to take any action that may result in its own or BBAC's liability under applicable law. All such guarantees and commitments shall be regarded as important and shall be made continuously during the validity period of the contract between the two parties.

北京奔驰一旦发现商业伙伴或其工作人员违反了本条之陈述，有权要求商业伙伴对其涉嫌违反相关约定的员工进行事实调查并基于调查结果作出相应的内部处理决定；如商业伙伴拒绝上述合作，北京奔驰有权立即退出或终止与商业伙伴进行中的交易协商谈判，如果已经签署了相应的合同，则北京奔驰有权无条件解除与商业伙伴签订的该等合同。商业伙伴同时还应当赔偿北京奔驰由于其违反以上约定而给北京奔驰造成的全部损失（包括但不限于合理的律师费用）。北京奔驰亦可永久性取消该商业伙伴作为北京奔驰的潜在合作对象（如潜在供应商等）的资格。

Once BBAC discovers that a business partner or its staff has violated the statements in this article, it has the right to require the business partner to conduct a fact-finding investigation on the employee who is suspected of violating the relevant agreement and make an appropriate decision internally based on the investigation results; if the business partner refuses the above cooperation, BBAC has the right to withdraw immediately or



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terminate the negotiation and discussion of the transaction with the business partner. If the corresponding contract has been signed, BBAC has the right to unconditionally terminate the contract signed with the business partner. The business partner shall also compensate BBAC for all losses (including but not limited to reasonable attorney fees) caused to the latter due to its violation of the above agreement. BBAC may also permanently disqualify the business partner as a potential partner of BBAC (such as a potential supplier, etc.).

- 3.1 商业伙伴有义务不从事任何违反竞争法、授予非正当利益，贿赂或接受贿赂等违法犯罪的行为，抵制其他由其雇佣人员或第三方进行的腐败行为。尽其所知，其自身或及任何关联方均未已经直接或间接地向任何政府官员或为该等官员的利益提供、支付、给予或贷款，或者已经承诺支付、给予或贷款，或者将提供、支付、给予或贷款，或将承诺给予支付或贷款金钱或任何其它有价值物，以达到下述的贿赂目的：(i)影响该政府官员以其职务身份所作的任何行为或决定；(ii)诱使该等政府官员违反其法定职责作为或不作为；(iii)取得任何不当利益，或者(iv)诱使该等政府官员利用其对政府实体的影响力以影响或改变该政府实体的任何行为或决定，从而为使其自身或北京奔驰获取业务。

Business partners are obliged not to engage in any violation of competition laws, granting illegitimate benefits, bribery or accepting bribes and other illegal and criminal acts, and to resist other corrupt practices by their employees or third parties. To the best of its knowledge, neither itself nor any of its affiliates has directly or indirectly made, paid, given or loaned, or has undertaken to pay, give or loan, or will provide, pay, give or loan, or promise to pay or loan money or any other thing of value to any government official or for the benefit of such official, for the purpose of: (i) influencing any act or decision of the government official in his official capacity; (ii) induce such government officials to act or omit to act in violation of their statutory duties; (iii) obtain any improper interests, or (iv) induce such government officials to use their influence over a government entity to influence or alter the conduct of that government entity's any action or decision to obtain business for itself or BBAC.

- 3.2 商业伙伴其自身或其任何关联方未曾并将不会以获得双方拟洽谈合作业务为目的，直接或间接地与任意第三方串通价格，或通过采取其他排除竞争的手段获取商业利益。此外，商业伙伴对廉洁从业相关要求做出特别承诺采取措施确保其自身及其工作人员不得从事有可能影响公平交易、正当竞争，包括但不限于：

The business partner itself or any of its affiliates has not and will not, directly or indirectly, collude with any third party for the purpose of obtaining the business that the two parties intend to negotiate for cooperation, or obtain commercial benefits by adopting other means of eliminating competition. In addition, business partners make special commitments to the relevant requirements of integrity practice and take measures to ensure that they and their staff are not engaged in activities that may affect fair



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transactions and fair competition, including but not limited to:

a) 向北京奔驰工作人员及其利害关系人行贿，提供或承诺给予“酬金”“回扣”“佣金”或其他各种形式的现金或现金等价物，包括但不限于银行卡、消费卡/券、购物卡、充值卡、其他可供使用或消费的充值、储值卡及其他形态的有价礼券或证券等；

Offer or promise to pay bribes to BBAC staff and their interested parties, offering or promising to give “remuneration”, “rebates”, “commissions” or other various forms of cash or cash equivalents, including but not limited to bank cards, consumption cards/coupons, shopping cards, recharge cards, other recharge cards that can be used or consumed, stored value cards and other forms of valuable gift certificates or securities, etc.;

b) 邀请北京奔驰工作人员及其利害关系人至会所、高尔夫球场等休闲娱乐场所进行招待，或其他对执行公务和/或执行合同有影响的宴请等；

Invite BBAC staff and their interested parties to clubs, golf courses and other leisure and entertainment venues for entertainment, or other banquets that have an impact on the performance of official duties and or fulfilling of contract obligations;

c) 免费或低价安排北京奔驰工作人员及其利害关系人旅游、度假、健身等娱乐活动；

Arrange free or low-cost entertainment activities for BBAC staff and their interested parties such as travel, vacation, fitness, etc.;

d) 向北京奔驰工作人员及其利害关系人提供其他有形或无形的利益，包括但不限于给予长期借款、解决住房机会、迁移户口、车辆购置或使用、调动工作、职务提拔、借物办私事、安排出国留学、享受免费的服务等方面的利益，以及给予荣誉、名誉、称号、资格、地位、特权等；

Provide other tangible or intangible benefits to BBAC staff and their interested parties, including but not limited to long-term loans, housing opportunities, relocation of household registration, vehicle purchase or use, job transfer, job promotion, borrowing for personal affairs, arrangement for study abroad, enjoyment of free services, etc., as well as granting honors, fame, titles, qualifications, status, privileges, etc.;

e) 项目合作过程中，违规为北京奔驰工作人员及其利害关系人个人或其控制的企业提供商务合作机会，或以其他方式进行利益输送；

In the process of project cooperation, illegally provide business cooperation opportunities for BBAC staff and their interested parties or their controlled enterprises, or transfer benefits in other ways;



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f) 以兼职等名义，违规向北京奔驰工作人员及其利害关系人支付劳务费、咨询费、讲课费等报酬；

In the name of a part-time job, etc., illegally pay labor fees, consulting fees, lecture fees and other remunerations to BBAC staff and their interested parties;

g) 对北京奔驰工作人员及其利害关系人进行其他违规违纪违法的行为。

Other violations of laws, regulations & discipline against BBAC staff and their interested parties.

商业伙伴对违反上述条款所列的违规违纪违法行为应承担特别违约责任，向北京奔驰支付违约金。违约金金额由北京奔驰结合实际情况，按照以下三种计算方式之一确定：①商业伙伴因该等行为给北京奔驰造成损失金额的（3至5）倍；②承诺人因“行贿送礼”“招待宴请”“利益输送”等违反本承诺行为经查实确定的违规违纪违法金额的（5至10）倍；③合同金额或投标金额的（20%、25%、30%）。

The business partner shall bear special responsibility for the violation of the above clauses, and shall pay BBAC liquidated damages. The amount of liquidated damages shall be determined by BBAC based on the actual situation and according to one of the following three calculation methods: ① (3 to 5) times the amount of losses incurred by the business partner to BBAC due to such behavior; ② (5 to 10) times the verified amount of violations of this commitment, such as entertainment and banquets, “transfer of benefits”, etc.; ③ (20%, 25%, 30%) of the contract amount or the bid amount.

若因该等行为承诺人获得任何收益或给北京奔驰造成损失，承诺人应当自北京奔驰发现违反承诺行为之日或收到北京奔驰相关通知之日起15个工作日内退还相关收益、赔偿损失以及支付违约金。

The committed party shall refund relevant benefits, compensate for losses and pay liquidated damages within 15 working days from the date when BBAC discovers the breach of commitment or when it receives the relevant notice from BBAC.

对于商业伙伴涉嫌违反本特别承诺之内容的情况，相关人员被纪律审查或监察调查的，北京奔驰有权暂停相应合同付款，且不承担任何责任。暂停合同付款期间，商业伙伴应继续按照合同约定履行相应义务，不再向北京奔驰追究暂停付款相应责任，包括但不限于违约金、逾期利息等。商业伙伴应积极配合并接受北京奔驰对相关涉嫌违反本条款以及违规违纪违法问题线索的核查调查工作，包括谈话核实、提供项目财务账簿记录以及相关书证资料等。

If the business partner is suspected of violating the contents of this special commitment, and the relevant personnel are subject to disciplinary review or supervision and investigation, BBAC has the right to suspend the corresponding contract payment, and bear no legal responsibility. During the suspension period, the business partner shall



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continue to perform the corresponding obligations in accordance with the contract, no longer pursue the corresponding responsibilities for the suspension of payment by BBAC, including but not limited to liquidated damages, overdue interest, etc. Business partners should actively cooperate with and accept BBAC's investigation and verification of suspected violations of these terms and clues about violations of laws, regulations and disciplines, including verification of conversations, provision of project financial account records and relevant documentary evidence, etc.

商业伙伴有义务就其在过去或即将开展的合作中，同北京奔驰及其工作人员存在或将可能存在的利益冲突向北京奔驰做出及时披露，若经北京奔驰核实、测评后认定该利益冲突将影响双方业务合作的正常开展，应在第一时间采取具体措施（包括但不限于相关人员的回避，配合北京奔驰采取风险控制措施等）以消除对双方合作可能产生的影响。就该利益冲突的出现，如果不能澄清其主观上不存在恶意或故意，那么北京奔驰保留进一步调查、追责、求偿的权利。

Business partners are obliged to promptly disclose to BBAC the conflict of interest that exists or may exist with BBAC and its staff in the past or upcoming cooperation. If the conflict of interest is identified after verification and evaluation by BBAC to affect the normal development of business cooperation between the two parties, it shall take specific measures (including but not limited to the avoidance of relevant personnel, and cooperating with BBAC to take risk control measures, etc.) as soon as possible to eliminate the possible impact on the cooperation between both parties. With regard to the occurrence of this conflict of interest, if it cannot be clarified that there is no malicious intent or intention, BBAC reserves the right to further investigate, pursue accountability and seek compensation.

- 3.3 商业伙伴避免参与或者支持行业协会组织的经营者之间达成或者实施的垄断协议。在不可避免地会与竞争对手发生接触时，如其他经营者提起可能涉嫌违反《反垄断法》的敏感话题时，应当立即明示拒绝参与并即时避席。与经销商等缔结协议或者决定时不应约束其自主经营权，特别是定价权。对涉及经营者集中的情形，包括合并、通过取得股权或者资产的方式取得对其他经营者的控制权、通过合同等方式取得对其他经营者的控制权或者能够对其他经营者施加决定性影响等，如达到法定标准，应当事先向主管部门进行申报。

Business partners shall refrain from participating in or supporting monopoly agreements reached or implemented between operators organized by trade associations. When contact with competitors is inevitable, if other operators bring up sensitive topics that may be suspected of violating the Anti-Monopoly Law, they should immediately expressly refuse to participate and withdraw immediately. When concluding agreements or decisions with distributors, etc., their independent management rights, especially pricing rights, should not be restricted. For situations involving the concentration of business



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operators, including mergers, obtaining control over other business operators by acquiring equity or assets, obtaining control over other business operators through contracts or other means, or being able to exert decisive influence over other business operators, etc., if the statutory standards are met, a declaration shall be made to the competent authority in advance.

- 3.4 尊重与北京奔驰各自拥有的知识产权，对各自原有知识产权的使用应当与拥有方协商确定并签订书面协议。对于可能接触到的公司技术和商业秘密应在有协议保护的范围内予以使用或处理，并应本着保护与保密的宗旨不向任何人提供或泄露。涉及参与数据处理活动的商业伙伴应该在数据保护方面具备相应的能力与技术，作为数据共同处理者应签署协议或条款就数据处理范围、类型等内容予以明确，并履行相关法定及约定义务。

Respect the intellectual property rights owned by BBAC, and the use of their respective original intellectual property rights should be determined through negotiation with the owner and a written agreement should be signed. The company's technology and trade secrets that may be exposed should be used or handled within the scope of protection by agreement, and should not be provided or disclosed to anyone for the purpose of protection and confidentiality. Business partners involved in data processing activities should have corresponding capabilities and technologies in data protection. As data co-processors, they should sign an agreement or clause to clarify the scope and type of data processing, and perform relevant statutory and agreed obligations.

- 3.5 遵守法律、法规对产品质量所作的强制性要求以及就产品质量向消费者所作的说明或者陈述，秉持着为客户提供优质产品的理念。并且遵守根据与其订立的合同协议而适用的所有技术法规，并考虑到该等法规的基本精神。在研发、生产、销售等环节持续关注产品与法规要求、流程的符合性，安全、排放等重要话题。与此同时，根据产品特点及业务需要，商业伙伴在其组织内部应建立适当机制以确保技术法规的遵循。

Comply with the mandatory requirements of laws and regulations on product quality and the instructions or statements made to consumers about product quality, and uphold the concept of providing customers with high-quality products. And comply with all technical regulations applicable under the contractual agreements concluded with it, taking into account the basic spirit of such regulations. In R&D, production, sales and other processes, continue to pay attention to important topics such as product and regulatory requirements, process compliance, safety, and emissions. At the same time, according to product characteristics and business needs, business partners should establish appropriate mechanisms within their organizations to ensure compliance with technical regulations.

- 3.6 一切经济活动均需要严格遵守国家有关财税的法律、法规、方针政策以及内部控制



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制度的要求，并对财务合规性进行监督。在涉及表单、报告、材料等申报或提交的事项时，做到真实、客观的反应公司财务状况、享受税收优惠。

All economic activities need to strictly abide by the national laws, regulations, policies and internal control systems on fiscal and taxation, and supervise financial compliance. When it comes to the declaration or submission of forms, reports, materials and other matters, it should truly and objectively reflect the company's financial status and preferential tax benefits.

- 3.7 严格遵守外汇相关政策法规、海关法律与行政规章、税务相关法律与行政法规，符合国际或地区公约、贸易协定规定，并积极响应国际制裁、反洗钱及恐怖主义等规定和监管措施要求，在业务进行过程中对可能适用到的国际贸易规则予以尊重。

Strictly abide by foreign exchange-related policies and regulations, customs laws and administrative regulations, tax-related laws and administrative regulations, comply with international or regional conventions, trade agreements, and actively respond to international sanctions, anti-money laundering and terrorism regulations and regulatory measures. During the operation process, the international trade rules that may be applicable shall be respected.

- 3.8 涉及或接触资金处理等业务的金融机构、应当履行反洗钱义务的特定非金融机构，应当依照法规规定建立健全包括客户身份识别制度、大额交易和可疑交易报告制度、客户身份资料和交易记录保存制度等反洗钱预防、监控制度等内容在内的反洗钱内部控制制度，相关负责人应当对反洗钱内部控制制度的有效实施负责，秉持合法审慎、保密和与司法机关、行政执法机关全面合作三项基本原则。

Financial institutions involved in or in contact with funds processing and other businesses, and specific non-financial institutions that should perform anti-money laundering obligations, should establish and improve internal system of anti-money laundering in accordance with regulations, including customer identification systems, large-value and suspicious transaction reporting systems, customer identity materials and transaction records. The relevant person in charge shall be responsible for the effective implementation of the anti-money laundering internal control system, and adhere to the three basic principles of legality & prudence, confidentiality, and full cooperation with judicial organs and administrative law enforcement agencies.

- 3.9 尊重雇佣及契约缔结自由，基于劳动法规的要求给予员工平等工作的机会，保护员工建立或加入工会以保护自身利益的权利，遵守职业健康防护、职业安全卫生等方面的法律法规，给予员工工作中的健康与安全保障，致力于为员工创造公平、透明、开放、尊重的工作环境。

Respect the freedom of employment and contract conclusion, give employees equal opportunities to work based on the requirements of labor laws and regulations, protect



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the rights of employees to establish or join trade unions to protect their own interests, abide by laws and regulations on occupational health protection, occupational safety and health, provide health and safety protection for employees at work, and committed to creating a fair, transparent, open and respectful working environment for employees.

- 3.10 遵守法定标准和环境保护规则，符合相应国家及地区的环保法律法规的要求，采取预防性措施和综合治理手段，持续加强环境管理体系建设。积极采取措施，预防在生产、加工、仓储、运输、废弃物处理、回收等各环节可能出现的环境威胁，并将已出现的威胁影响降到最低。贯彻绿色低碳理念，开发推广环保技术，应用于生产、产品、服务之中，承担更大的环保责任。

Comply with statutory standards and environmental protection rules, comply with the requirements of environmental protection laws and regulations of corresponding countries and regions, take preventive measures and comprehensive management methods, and continue to strengthen the development of environmental management system. Actively take measures to prevent possible environmental threats in production, processing, warehousing, transportation, waste disposal, recycling and other processes, and minimize the impact of existing threats. Implement the concept of green and low-carbon, develop and promote environmental protection technologies, apply them to production, products and services, and assume greater environmental responsibility.

4. 合规责任的履行

Fulfillment of compliance responsibilities

4.1 行动与宣传

Action and advocacy

促进基于对诚信价值理解的企业文化，并在日常工作中为负责任的行为指定指导方针，并将其在企业内部通过包括但不限于培训、宣传、推广等形式进行传递，以确保员工知悉并遵守。提供畅通的渠道供员工了解及反映关于企业诚信合规要求的信息与事项。

Promote a corporate culture based on an understanding of the value of integrity, and specify guidelines for responsible behavior in daily work, and pass them on within the company, including but not limited to training, publicity, promotion, etc., to ensure that employees are aware of and follow it. Provide unimpeded channels for employees to understand and feedback information and matters related to corporate integrity and compliance requirements.



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- 4.2 不断完善合规管理体系
Continuously improve the compliance management system

构建包括举报系统在内的合规管理体系，合规举报渠道应做到保护举报人、保证公正、透明的执行调查与处理程序，遵守适用的隐私保护规定。合规管理体系应根据商业环境、业务发展、员工情况等变化，适时调整使之符合最新的法律法规要求，服务于商业合作的切实需要。

Build a compliance management system including a reporting system. Compliance reporting channel should protect whistleblowers, ensure fair and transparent implementation of investigation and handling procedures, and comply with applicable privacy protection regulations. The compliance management system should be adjusted in a timely manner according to changes in the business environment, business development, and employee conditions to meet the latest legal and regulatory requirements and serve the practical needs of business cooperation.

- 4.3 传递与督促
Conveyance and supervision

密切关注其合作伙伴，同样将诚信合规作为可持续商业关系的重要组成部分。这既包括评估合作伙伴的合规状态，采取措施将业务风险降低到可接受的水平，也包括将本责任书所提到的原则与要求向合作伙伴进行分享，并督促其予以遵守。

Pay close attention to its partners and also make integrity and compliance an important part of sustainable business relationships. This not only entails evaluating compliance status of partners and taking measures to reduce business risks to an acceptable level, but also sharing the principles and requirements mentioned in this responsibility statement with partners and urging them to comply with it.

5 披露与沟通 Disclosure and communication

- 5.1 如果出现符合如第 3 条所描述的情况需向北京奔驰进行信息披露，可通过以下途径：
电话 TEL: +86 10 67824498
邮箱 E-MAIL: ccd@bbac.com.cn

If the situation as described in Article 3 needs to be disclosed to BBAC, the following channels can be used:

TEL: +86 10 67824498



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E-MAIL: ccd@bbac.com.cn

- 5.2 商业伙伴自身或其工作人员如果发现或知晓北京奔驰或其工作人员的任何不合规行为,有义务向北京奔驰纪委或商业行为办公室(BPO)举报,并提供具体证据材料。北京奔驰人员不得以任何理由对其进行报复。北京奔驰纪委和商业行为办公室将对所有报告和相关信息严格保密。

If business partners or their staff found any non-compliance of BBAC or its staff, they are obliged to report it to the BBAC's Discipline Inspection Committee or the BPO and provide specific evidence materials. BBAC personnel shall not retaliate against them for any reason. BBAC Discipline Inspection Committee and BPO will keep all reports and related information strictly confidential.

北京奔驰纪委举报方式

信件: 北京经济技术开发区博兴路 8 号 北京奔驰汽车有限公司 纪检工作部 (收)
邮编: 100176

电话: +86 10 6782 2072

电子邮箱: jiwei@bbac.com.cn

Reporting Method to BBAC Discipline Inspection Committee

Mailing to: Discipline Inspection Department of Beijing Benz Automotive Co., Ltd., No. 8 Boxing Road, Beijing Economic and Technological Development Zone Post code: 100176

TEL: +86 10 6782 2072

E-MAIL: jiwei@bbac.com.cn

商业行为办公室 (中国, 北京)

信件: 北京经济技术开发区博兴路 8 号 北京奔驰汽车有限公司 公司审计与合规部 商业行为办公室 (收) 邮编: 100176

电话: +86 10 6782 4646

电子邮箱: bpo@bbac.com.cn

Business Practices Office (Beijing, China)

Mailing to: BPO, Corporate Audit and Compliance Department, Beijing Benz Automotive Co., Ltd., No. 8 Boxing Road, Beijing Economic and Technological Development Zone, Post code: 100176



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TEL: +86 10 6782 4646

E-MAIL: bpo@bbac.com.cn

商业活动中履行合规义务是法律法规的强制性要求，也是企业经营的道德底线，商业伙伴应对本责任书内容保密，未经北京奔驰同意不得对外披露。北京奔驰与商业伙伴应秉持诚信行事的原则、依据合规经营的工作标准、履行尊重、保护、可持续的责任，用实际行动践行我们的承诺。

Compliance obligations in business activities is a mandatory requirement of laws and regulations, as well as the moral bottom line of business operations. Business partners should keep the contents of this responsibility statement confidential and shall not disclose it to the public without the consent of BBAC. BBAC and its business partners should uphold the principle of acting in good faith, follow the work standards of compliant operation, fulfill the responsibilities of respect, protection and sustainability, and implement our commitments in practice.