

Xiaomi Corporation

Global Labor and Employment Guidelines

This Policy is established to articulate the principles and strategies adopted by Xiaomi Corporation (hereinafter referred to as "Xiaomi" or the "Company") in safeguarding global labor rights. Xiaomi complies with all applicable laws and regulations in every jurisdiction where it operates, as well as international standards including the International Labor Organization (ILO) Core Conventions, the UN Guiding Principles on Business and Human Rights, and the Ten Principles of the UN Global Compact. The Company is committed to respecting and protecting the legitimate rights and interests of every employee.

This policy applies to all employees (including part-time and intern personnel) of Xiaomi Corporation and its subsidiaries ([click here](#) for details in the "Latest Financial Report"). Furthermore, the Company encourages suppliers, distributors, and other business partners to adhere to the principles set forth in this policy.

I. Core Policies

1. Prohibition of Forced Labor

- In alignment with the ILO Tripartite Declaration of Principles Concerning Multinational Enterprises and Social Policy and the OECD Guidelines for Multinational Enterprises, Xiaomi mandates that all work must be voluntary. The Company prohibits human trafficking and the use of any form of slave, forced, bonded, indentured, or prison labor. This includes transporting, harboring, recruiting, transferring, or receiving persons through threats, coercion, abduction, fraud, or payments to those controlling individuals for the purpose of exploitation.

2. Prohibition of Child Labor

- Consistent with ILO Convention No. 138 (Minimum Age) and Convention No. 182 (Worst Forms of Child Labor), Xiaomi requires all employees to be at least 15 years of age, or the local legal minimum working age, or the age for completing compulsory education—whichever is highest.

3. Equal Pay for Equal Work

- The Company ensures compensation complies with all applicable laws, including minimum wage, overtime, and statutory benefits. Xiaomi upholds equal pay for equal work, guaranteeing fair, reasonable, and competitive remuneration for employees in the same role and level, without discrimination based on ethnicity, age, gender, belief, cultural background, or other factors.

4. Equality & Diversity

- Xiaomi is committed to equal employment opportunities. Discrimination in hiring, development, or promotion based on age, race, color, gender, sexual orientation, national origin, region, religion, or disability is strictly prohibited. The Company fosters a workplace that values diverse educational and professional backgrounds, encouraging respect for differing opinions, perspectives, and beliefs.
- Xiaomi prioritizes hiring local talent across global operations to enhance diversity and inclusion, while respecting regional and ethnic cultural attributes by providing locally appropriate benefits.

5. Anti-Discrimination & Anti-Harassment (Including Sexual Harassment)

- Xiaomi maintains a fair, respectful, and harassment-free workplace, prohibiting all forms of discrimination, differential treatment, sexual harassment, power harassment, violence, or threats of violence.

6. Privacy Protection

- Xiaomi safeguards employee data transparently, lawfully, and as required by local regulations. Unauthorized access to or misuse of personal information is strictly forbidden.

7. Health & Safety

- Employee safety is paramount. Xiaomi implements robust safety measures across all facilities to eliminate known hazards. Employees must adhere to security protocols and visitor management policies.
- The Company and its suppliers must mitigate risks for pregnant and nursing employees, ensuring they are not exposed to high-risk environments, and provide appropriate facilities (e.g., lactation rooms).

II. Grievance and Reporting

Xiaomi encourages employees to report any conduct that may harm the interests of the Company or its employees (regardless of whether actual harm has occurred) through internal channels, including but not limited to gender discrimination, workplace sexual harassment, verbal threats, and other violations.

Whistleblowers may choose to report either anonymously or non-anonymously and should provide truthful and detailed information to the extent possible, including but not limited to the names of involved parties, their departments (or names of business partners), job titles, the time and location of the alleged misconduct, and any supporting documents, to facilitate follow-up investigations by relevant departments such as Human Resources and Safety Investigation.

The Company has established the following official reporting channels:

- Reporting email: tousu@xiaomi.com
- Reporting platform: <https://integrity.mi.com>

Upon receiving a report, the designated case officer shall provide preliminary feedback to the whistleblower within one business day using a standardized response template. The case shall then be escalated to investigators or other relevant business units within three business days in accordance with case allocation rules. The responsible department shall conduct an investigation into the alleged employee misconduct based on the *Xiaomi Corporation Whistleblower Protection and Incentive Policy* and communicate the investigation progress or outcome to the whistleblower.

The Company welcomes oversight from all stakeholders and strictly safeguards the privacy of whistleblowers and complainants in accordance with the *Xiaomi Corporation Whistleblower Protection and Incentive Policy*, including but not limited to the following measures:

- The reporting email and website shall be managed by authorized personnel exclusively. Any required meetings or calls with whistleblowers shall be conducted securely in confidential settings, with no unauthorized individuals present during the reporting process.
- All reported information, potential misconduct indicators, and related evidence shall be recorded and maintained under encryption by designated case administrators.
- All departments and organizational units within the Company shall handle whistleblowing activities lawfully and appropriately. No department or individual may retaliate against whistleblowers under any pretext.
- The disclosure of report contents or any whistleblower's personal information - including name, address, phone number, or job title - is strictly prohibited. Report materials or information shall not be provided or disclosed to involved employees, business partners, or any unauthorized parties.

III. Disciplinary Regulations

Xiaomi maintains a zero-tolerance policy toward any conduct that violates employee rights. In addition to the provisions of this policy, the Company shall determine and impose penalties for all misconduct in accordance with the following internal regulations: *Xiaomi Corporation Code of Employee Conduct*, *Xiaomi Corporation Integrity and Anti-Corruption Guidelines*, *Xiaomi Corporation Employee Information Security Standards* and *Xiaomi Corporation Employee Violation and Disciplinary Measures*. Disciplinary actions against employees may include, but are not limited to: written warning, severe warning, demotion, removal from position, probationary employment status and termination of employment contract. For severe cases involving criminal offenses, the Company will refer the matter to judicial authorities for legal prosecution.

IV. Oversight and Training

The Board-level Corporate Governance Committee hereby authorizes and delegates to the Sustainability Committee and Human Resources Department the following responsibilities:

- Conduct periodic oversight of policy implementation, as well as review and update this policy as needed to align with changes in local regulations and international conventions across operational jurisdictions.
- Establish actionable annual performance targets based on this policy, and conduct annual performance reviews against these objectives.
- Deliver comprehensive training to all employees through diverse channels, and advocate for compliance with this policy among business partners.