

东方日升隐私安全政策

Privacy Security Policy

■ 声明

■ Our Statement

东方日升深知隐私安全对客户信任和企业声誉的重要性。在此，我们郑重承诺，将竭尽所能保护客户的个人信息和数据安全，将隐私安全政策纳入集团范围的风险管理系统，并要求供应商签署《保护客户隐私安全承诺书》，确保客户在我们平台上的安全和可信任的体验。为此，我们制定了以下隐私安全政策。

At Risen Energy, we understand the critical importance of privacy and security for our clients and our company' s reputation. We are dedicated to safeguarding our clients' personal information and data by integrating our privacy and security policies into our risk management system. To reinforce this commitment, we require our suppliers to sign a "Commitment to Protecting Clients' Privacy and Security" agreement. This ensures that our clients can use our platforms with confidence and trust. Below, we outline our privacy and security policy:

■ 隐私安全政策

■ Privacy Security Policy

法令遵循：我们遵循适用的法律法规和国际标准，包括但不限于《网络安全法》、《个人信息保护法》等，以确保个人信息的合法、合规处理。

Compliance: We strictly comply with relevant laws and regulations, including the "Cybersecurity Law of the People's Republic of China" and the "Personal Information Protection Law of the People' s Republic of China," to ensure the lawful and compliant handling of personal information.

制定隐私管理系统：我们制定了专门的隐私管理系统约束公司及供应商的行为，在《员工个人信息保护管理制度》中对个人信息的收集、保存、调阅和销毁作出明确的规定。如因特殊需求需要收集员工个人信息时，公司需要明确向员工告知其个人信息的内容和用途，必须在征得其同意的情况下才能使用。

Privacy management system: We have established a privacy management system to standardize the behaviors of Risen Energy and our suppliers. The "Employee Personal Information Protection Management System" clearly outlines the

东方日升隐私安全政策 Privacy Security Policy

procedures for collecting, preserving, accessing, and destroying personal information. When collecting employee information, we inform employees of the specific contents and purposes of the collection, and obtain their consent prior to actual use.

专人负责: 我们成立了一个由业务部门、流程与信息中心、风控中心等多个部门组成的数据安全小组，统筹协调数据安全管理的各项工作，确保各环节的高效运作。

Data security management team: To ensure effective information security management, we have formed a data security management team comprising representatives from the Information Center, Risk Control Center, and other relevant departments.

风险与合规管理: 我们将隐私政策纳入集团范围的风险与合规管理体系中，进行全面的风险评估和管理，及时发现和应对潜在的隐私安全风险。

Risk and compliance management: We integrate our privacy policy into our overall risk management system and conduct comprehensive risk assessments to identify potential privacy security risks promptly.

零容忍政策: 我们实行零容忍政策，对任何违反隐私政策的行为采取严厉的纪律处分，包括但不限于口头警告、书面警告、不良绩效评估、降级或解雇等。

Zero tolerance policy: We have a zero-tolerance policy and take disciplinary action for any violation of our privacy policy, including verbal warnings, written warnings, negative performance appraisals, demotion, dismissal, and other measures.

第三方审计: 我们每年进行至少一次第三方审计和内部审计，评估隐私政策的合规情况，并及时进行必要的改进和调整，以确保个人信息的安全和合法使用。

Third-party audits: We conduct third-party audits and internal audits at least once a year to assess our compliance with the privacy policy. We make improvements and necessary adjustments to ensure the safe and lawful use of personal information.

东方日升隐私安全政策

Privacy Security Policy

安全意识培训: 员工必须经过安全信息培训并签署保密协议。针对 IT 人员至少一年开展二次安全培训, 内容涉及集团信息安全应急响应制度、信息安全框架解析、信息安全意识、钓鱼演练等。

Security awareness training: Employees are required to participate in security information training and sign confidentiality agreements. IT staff undergo security training sessions at least twice a year, covering topics such as information security emergency response policy training, information security framework analysis training, information security awareness, and phishing drills.

■ 客户隐私资料保护

■ Client Privacy Protection

- 个人信息的使用
- The Use of Personal Information

东方日升可能出于以下目的收集、处理和使用个人信息: 业务需求、商业销售、安全管理、求职面试、法律需要、保护东方日升法律权利需要以及其它东方日升运营管理措施必要, 搜集个人以下信息:

We may collect, process, and use personal information for various purposes, including business operations, commercial sales, security management, job interviews, legal requirements, protection of the company' s legal rights, and other operational management needs. The information we may collect from individuals includes:

人员资料, 包含姓名、性别、服务机构及职称、身份证

Basic information, including name, gender, service organization and title, ID card

人员联系方式, 包含电话及邮件

Contact information, including mobile and e-mail

其他为保护安全所必要之资料

Other information necessary for the protection of security

东方日升隐私安全政策

Privacy Security Policy

求职者资料, 包含姓名、性别、生日、身份证或其他证件号码及照片等
Job applicant information, including name, gender, date of birth, ID card or other ID number and photo, etc.

求职者专长及教育、工作经验, 包含语言能力及其他专业技能证书
Job applicant's professional and education background, work experience, including language proficiency and other professional skills certificates.

求职者联系方式, 包含电话及邮件
Job applicant's contact information, including mobile and e-mail

其它东方日升认为有必要搜集的信息
Other information that we consider necessary

- **信息搜集的告知**
- **Notice of Information Collection**

东方日升将告知资料所有人以下信息:

We will inform data providers about the following details:

所获取信息的性质
Nature of information captured

信息的使用方式
Use of the collected information

信息在公司档案的保存时间
How long the information is kept on corporate files

信息保护方式
How the information is protected

东方日升隐私安全政策

Privacy Security Policy

东方日升将为资料所有人提供以下选项，使其可以决定如何收集、使用、保留和处理私人数据：

We offer data providers the following choices to determine how their private data will be collected, used, retained, and processed:

请求查阅或复制；

Request access to data held by the company;

收取信息需经过同意，并提供退出选项；

Opt-in consent and Opt-out option

请求更正不正确的信息；

Request their data to be corrected

请求删除储存于公司内部或网站的信息；

Request their data stored by the company or on our website to be deleted

在必要且技术可行之条件下，请求以电子及机器易读取形式将资料转移给第三方；

Request their data to be transferred to other service providers in an electronic and machine-readable format, if necessary and technically feasible.

- **第三方披露政策**

- **Third Party Disclosure Policy**

东方日升可能出于下列情况向第三方披露个人资料：

We may disclose personal data to third parties under the following circumstances:

依据法律要求或政府机构要求；

As required by law or government agency request;

经公司评估为保护正当权利所必要；

Necessary to protect legitimate rights as assessed by Risen Energy;

东方日升隐私安全政策 Privacy Security Policy

经资料所有人同意

With the consent of the data provider

我们坚信，通过以上管理方针的全面实施，我们能够有效保护客户的个人信息安全和隐私权益，为客户提供可信赖的服务和保障。

We firmly believe that by fully implementing the above management policy, we can effectively safeguard our clients' personal information security and privacy rights. This commitment enables us to provide our clients with trustworthy services and protection.