

## **Tongcheng Travel Holdings Limited**

### **Statement on Human Rights**

Human resources are the most valuable resource of Tongcheng Travel Holdings Limited (“**Tongcheng Travel**”). They serve as the cornerstone of our business development. Furthermore, we are convinced that only respecting and protecting human rights can sustain the development of an enterprise. We are guided by internationally recognized regulations and declarations on the protection of human rights, such as the ILO *Declaration on Fundamental Principles and Rights at Work* as well as the laws and regulations of places where we operate to formulate this statement. We require our own places of operation, and encourage our suppliers, partners and other stakeholders to work with us to promote human rights protection.

We promise to:

1. Eliminate the use of child labor in any form;
2. Prohibit any form of forced labor and human trafficking, and devote ourselves to the realization of employee rights and interests and sustainable development of the enterprise;
3. Eliminate any form of human rights violation including workplace violence, sexual harassment, abuse and other related conducts; protect the employees, especially the female employees, from unfair treatment and retaliation, and strive to provide the employees with a comfortable, safe and healthy working environment;
4. Equal pay for equal work. Eliminate any form of employment discrimination; adhere to the employment principles of “openness, equality, competition, and merit”, and strictly stand against discrimination with regard to race, ethnicity, skin color, gender, age, family background, social class, religious belief, physical fitness, political stance, nationality, etc.;
5. Create an equal and diverse corporate culture and value; provide all employees with training on addressing discrimination and harassment in the workplace; help employees understand the definition of discrimination and harassment, response measures, reporting process; effectively eliminate discrimination and harassment and other violations;
6. Strictly adhere to all applicable laws and regulations to safeguard the legitimate rights and interests of employees, including but not limited to providing paid annual leave, establishing a mandated minimum notice period and conducting consultation procedures prior to layoffs, standardizing working hours management by setting statutory maximum working hours and coordinating with relevant HR personnel to investigate and address cases of excessive working hours, thereby promoting reasonable management practices.
7. Respect the freedom of association and employees’ rights to join, form or not join trade unions and whether to sign a collective agreement in accordance with the law;

8. Prohibit any violations such as discrimination or harassment, and adopt a zero-tolerance attitude towards discrimination and harassment. Anyone who finds a violation or suspected violation (including all company employees, customers and suppliers, etc.) can report it in real name or anonymously through the relevant channels. We will seriously deal with and investigate all reported violations, and take targeted corrective measures according to the seriousness of the reported cases, including but not limited to: verbal or written warnings, demotion or reduction in salary, dismissal, legal action.
9. Regularly conduct human rights due diligence and comprehensive review of human rights risks in the Company's operations and business, with a focus on the protection of women's and children's rights and interests. The dimensions of human rights due diligence cover seven risk categories including forced labor, child labor, human trafficking, restriction on freedom of association, restriction on the right to sign collective agreements, unequal pay, and discrimination and harassment. Based on the results of the due diligence, we will fully identify the risks and carry out risk control and elimination initiatives in a timely manner.

**Contact information of the Discipline Inspection and Supervision Committee:**

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This Statement is managed, monitored and reviewed by the ESG and Data Security Committee. This Statement applies to Tongcheng Travel Holdings Limited and any of its subsidiaries and consolidated affiliated entities.