

Drug and Alcohol Policy

ZTE is always committed to providing and maintaining a safe, healthy, positive and productive work environment for all employees, customers, partners and visitors, which is free from the adverse effect of alcohol, controlled substances and drugs.

It is strictly forbidden for anyone to drink alcohol, use controlled substances or drugs at ZTE's premises, in ZTE business or when operating ZTE's equipment. Besides, trading, illegal or unauthorized use or possession of alcohol, controlled substances or drugs it is strictly prohibited at ZTE's premises or when it comes to ZTE business.

This policy applies to all ZTE employees and also those of ZTE affiliates or partners.

Exceptions

- Prescribed drugs are used without affecting the person's ability to perform his/her duties in a safe and productive manner and where a doctor has prescribed the medication;
- The moderate and responsible consumption of alcohol on non-operational premises, at corporate business or social functions, or in connection with business travel or entertainment shall follow local laws and customs. Alternative transport arrangements must be made when engaging in these social activities, and under no circumstance may a company or private vehicle be operated after consuming alcohol.

Checks and Tests

If the local laws permit, ZTE reserves the right to conduct, in the workplace or office in an appropriate manner and without prior announcement, checks of the personal effects, offices, cabins, sites, vehicles and quarters of any person under this policy. ZTE also reserves the right to conduct random alcohol testing on ZTE employees and those of partners.

Checks, tests or breathalyzer tests will be conducted and can even be asked for a blood test result from a certified doctor or nurse depending, but not limited to below circumstances:

- After an incident or accident;
- Reasonable suspicion;
- Compliance with laws or regulations;

- Random testing without suspicion.

Disciplinary Action

Anybody who refuses a search or test or is found in a violation of the policy shall be subject to an applicable lawful disciplinary action and/or removal from ZTE premises.

Laws and Regulations

This policy shall be administered and enforced in accordance with applicable laws. In the event of a conflict between any provisions of this policy and applicable laws, the laws shall apply.



Xu Ziyang

CEO, ZTE Corporation

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