

# RESPONSIBLE RECRUITMENT IN SUMMER



Provide HR with training on age verification and interview skills.



Hold meetings between HR and production leaders to clarify recruitment policies and identify risks

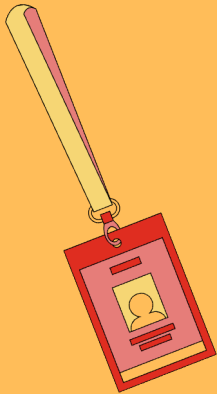


Avoid shortcuts in hiring processes and complete document verification before workers start.

Ensure all workers have complete personnel files, including ID cards



Verify workers' IDs to ensure age compliance and interview all applicants to cross-check information submitted



Instruct security staff to check IDs and report any concerns to HR.

Children above the minimum working age (16) should be offered safe and non-hazardous working conditions.

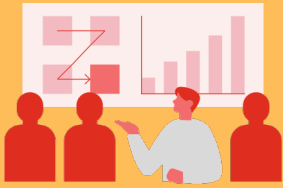


Arrange childcare for parent workers and explore support options.



Share guidelines with suppliers and subcontractors for implementation.

# 夏季，负责任地招聘



为人力资源部提供有关年龄验证和面试技巧的培训。



召开人力资源部和生产部领导的会议，明确招聘政策和风险

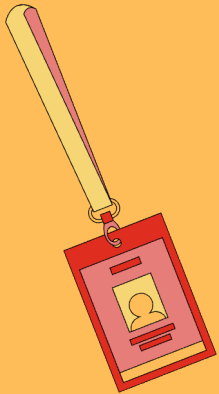


不要在招聘过程中走捷径，并在员工入职前完成信息核查

确保所有员工有完整的个人档案，包括身份证，并满足法定工作年龄要求



检查员工身份证件以确保其年龄要求，并对所有申请人进行面试，核实他们提交的信息



为安保工作人员提供如何检查身份证件的指导，并要求其在发现可疑问题的时候向人力资源部报告

需要为已满16岁但低于18岁的未成年工提供安全的，无危害的工作条件



为父母工人安排儿童看护，并探索其他支持的方案



与供应商和分包商分享实施经验和指导