Golden Phoenix
Global Limited

職業健康與安全政策

政策承諾（COP 24）

GOLDEN PHOENIX GLOBAL LIMITED（「本公司」）重視員工、承辦商及訪客的健康、安全與福祉，承諾提供及維持安全、健康並符合香港適用法例的工作環境，預防工作相關傷害、疾病及事故，並持續改善職業健康與安全表現。

適用範圍（COP 24）

本政策適用於本公司的董事、管理層、員工、承辦商及訪客。本公司為香港辦公室環境下的貴金屬 B2B 貿易商，不涉及採礦、冶煉或化學試金。

健康與安全原則（COP 24）

- 定期識別危害、評估風險及採取與風險相稱的控制措施；
- 提供所需的安全設備、資訊、培訓及資源，並鼓勵員工參與健康與安全事務；
- 維持消防設施、逃生路線、緊急照明、出口指示、滅火設備及緊急應變安排；
- 設置合適的急救用品，並安排具備相應能力的人員提供基本急救支援；
- 記錄、調查及跟進事故、虛驚事件、安全投訴及改善措施；
- 保障員工善意提出安全關注，或拒絕明顯危險工作時不受報復。

員工責任及參與（COP 24.3、24.4）

所有員工均須遵守安全指示、正確使用工作設施、參與所需培訓及演習，並及時報告危害、事故或虛驚事件。本公司設有員工參與及申訴渠道，以便持續改善工作場所的健康與安全。

認可及生效

職銜：總經理｜生效日期：2026 年 9 月 24 日

本政策會定期覆核，並在適用法例、RJC 要求、業務範圍或主要風險出現重大變更時作出修訂。

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Occupational Health and Safety Policy

Policy Commitment (COP 24)

GOLDEN PHOENIX GLOBAL LIMITED (the "Company") values the health, safety and well-being of employees, contractors and visitors. It is committed to providing and maintaining a safe and healthy workplace that complies with applicable Hong Kong laws, preventing work-related injuries, illnesses and incidents, and continually improving occupational health and safety performance.

Scope (COP 24)

This Policy applies to the Company's directors, management, employees, contractors and visitors. The Company is a B2B precious metals trader operating in a Hong Kong office environment and does not conduct mining, smelting or chemical assaying.

Health and Safety Principles (COP 24)

- Regularly identify hazards, assess risks and implement controls proportionate to those risks;
- Provide necessary safety equipment, information, training and resources, and encourage employee participation in health and safety matters;
- Maintain fire safety facilities, escape routes, emergency lighting, exit signs, fire-fighting equipment and emergency response arrangements;
- Provide suitable first-aid supplies and arrange for appropriately competent persons to provide basic first-aid support;
- Record, investigate and follow up on incidents, near misses, safety complaints and improvement actions;
- Protect employees from retaliation when they raise safety concerns in good faith or refuse clearly dangerous work.

Employee Responsibilities and Participation (COP 24.3, 24.4)

All employees must follow safety instructions, use workplace facilities properly, participate in required training and drills, and promptly report hazards, incidents or near misses. The Company maintains employee participation and grievance channels to support continual improvement in workplace health and safety.

Endorsement and Effective Date

Designation: General Manager | Effective date: 24 September 2026

This Policy is reviewed periodically and revised when there are material changes to applicable laws, RJC requirements, the scope of the business or key risks.