

Xuzhou Rothe Erde

## Circular Letter to ThyssenKrupp Suppliers—“Zero” gift 给蒂森克虏伯供应商的告知函——“0”礼品

Dear Sirs,  
尊敬的先生/女士，

Fairness, transparency, honesty and trust are the fundamental values we are committed to in all our business dealings. We expect our external suppliers and service providers to subscribe to the same values as we work together as partners. Regarding this, we kindly refer to the tk Supplier Code of Conduct (<https://www.thyssenkrupp.com/de/unternehmen/einkauf/verantwortungsvolle-beschaffung/>).  
公平、透明、诚实、信任是我们在商务往来中信守的基本价值理念。希望我们的供应商和服务商能够和我们一样遵守该准则。关于此，我们参考 tk 供应商行为准则。（<https://www.thyssenkrupp.com/de/unternehmen/einkauf/verantwortungsvolle-beschaffung/>）

We would therefore ask you to please refrain from sending any gifts to any of our employees, should you have planned to give any gifts. This refers to gifts offered in the context of business transactions as well as personal gifts, or gifts given on the occasion of religious or national holidays such as, e.g., Christmas or the New Year. In any case, please also refrain from sending gifts to any private addresses of our employees. We would highly appreciate any efforts on your part to prevent any uncomfortable situations that may be in conflict with our compliance guidelines and that may arise if our employees need to refuse, reject or return gifts.

因此，我们请您不要向我们的员工赠送任何形式的礼品，这包括业务往来时的馈赠，也包括个人交往时的馈赠，或在特定的宗教、节日，如圣诞节或新年时的赠予。无论如何，也请不要将礼品寄到我们员工的私人地址。您的理解和配合将避免员工违背我们的合规原则，并避免员工在收到礼物时，将之拒绝、抵制或归还的尴尬。

This is another important step for ThyssenKrupp in enforcing and maintaining highest compliance standards.

对于蒂森克虏伯来说，“0”礼品是执行和维护最高合规标准的又一重要步骤。

We trust that you share our conviction that good business relationships are based on mutual trust and respect and do not require the exchange of gifts.

我们相信您与我们有共同的信念，即良好的商务关系建立在相互信任和尊重的基础上，不需要礼品的交换。

Please respect and support us in our compliance standards. Thank you.

请尊重和支持我们的合规标准。谢谢！

Yours faithfully,  
您忠诚的合作伙伴

ThyssenKrupp Xuzhou Rothe Erde  
蒂森克虏伯徐州罗特艾德

发现不合规行为请拨打以下举报电话：

Vivian Xu

Tel: +8621 38784700 \* 176

MP: +86 1366 1999 162

E-Mail: [Vivian.xu@thyssenkrupp.com](mailto:Vivian.xu@thyssenkrupp.com)

Please sign below Supplier Declaration and send it back to us.

（请确认并签署以下的《供应商声明》并请寄回给我们，谢谢！）

Xuzhou Rothe Erde Slewing Bearing Co., Ltd.

15 Luoshan Road, Xuzhou Economic Development Zone, Jiangsu Province, 221004, China

Telephone: +86 -516- 87767170~87767171

Fax : +86- 516- 87768946

e-mail: [xuzhou\\_rothe\\_erde@xreb.com](mailto:xuzhou_rothe_erde@xreb.com)

Internet: <http://www.xreb.com>

徐州罗特艾德回转支承有限公司

中国江苏省徐州经济开发区螺山路15号（邮编：221004）

电话： +86- 516- 87767170~87767171

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### Supplier Declaration 供应商声明

We, the undersigned, hereby confirm on behalf of our company (the “Supplier”) that we have received the Circular Letter to ThyssenKrupp Suppliers—“Zero” gift. By signing this document, we undertake to acknowledge and comply with all requirements and principles laid out in this letter.

我们确认已收到徐州罗特艾德回转支承有限公司的《“0”礼品告知函》，并承诺遵守该项合规标准！

Name of Company

公司名称（盖章）：

Authorized Signatory

授权人签名：

Date/Place

日期/地点：

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