

Corporate Policy Manual

Establishing the standards, commitments, and conduct that define Shenzhen Clear Science & Technology Co., Ltd (KELIER).

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Shenzhen Clear Science & Technology Co., Ltd (KELIER) | Shenzhen High-tech Industrial Park,
China

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Quality Management Policy

Commitment to Excellence in Every Process and Deliverable

01 Quality Management Policy

Shenzhen Clear Science & Technology Co., Ltd (KELIER) is committed to the highest standards of product and service quality in all aspects of its operations. We design, manufacture, and deliver water treatment solutions that meet or exceed the requirements of our clients, relevant regulations, and applicable ISO standards including ISO 9001.

Management provides the leadership and resources necessary to establish, implement, and continually improve our Quality Management System (QMS). All personnel are responsible for upholding quality within their sphere of work. Non-conformances are documented, investigated, and resolved systematically. Periodic management reviews assess the effectiveness of the QMS and drive improvement initiatives. Suppliers and subcontractors are evaluated against quality benchmarks as part of our procurement process.

This policy is reviewed annually by the Quality Director and approved by the Chief Executive Officer. Copies are available to all employees, clients, and interested parties upon request.

HSE Policy

Health, Safety & Environment — Zero Harm is Our Target

02

Health, Safety & Environment (HSE) Policy

Shenzhen Clear Science & Technology Co., Ltd (KELIER) is committed to protecting the health, safety, and well-being of all employees, contractors, clients, visitors, and communities affected by our operations. We believe that all occupational injuries, illnesses, and environmental incidents are preventable.

We comply with all applicable health, safety, and environmental legislation. Risk assessments are conducted before commencing any work activity, and control measures are implemented and maintained. All employees receive appropriate HSE training commensurate with their roles. Personal Protective Equipment (PPE) is provided, and its use is mandatory in designated areas.

Environmental impact is minimised through efficient use of resources, waste minimisation, and prevention of pollution. We hold ISO 14001 Environmental Management System certification and integrate environmental considerations into all project phases. Incidents, near-misses, and hazards are reported without blame and investigated to prevent recurrence. HSE performance is monitored, audited, and reported to senior management quarterly.

Road Safety Policy

Safe Journeys — Every Driver, Every Trip

03

Road Safety Policy

Shenzhen Clear Science & Technology Co., Ltd (KELIER) recognises that road traffic incidents represent a significant risk to our employees and the public. We are committed to the safe use of road vehicles in all business operations and the transport of equipment.

All drivers operating vehicles on behalf of Shenzhen Clear Science & Technology Co., Ltd (KELIER) must hold a valid licence appropriate to the vehicle category. Drivers are required to comply with all applicable road traffic laws in the jurisdictions in which they operate. Speed limits must be observed at all times. Seatbelts must be worn by the driver and all passengers. Mobile phones and other handheld communication devices must not be used while driving.

Vehicle maintenance schedules must be adhered to, and defects reported immediately. Journey planning must account for rest breaks for any trip exceeding two hours. Driving under the influence of alcohol, drugs, or any substance that impairs judgment is strictly prohibited and constitutes gross misconduct. Shenzhen Clear Science & Technology Co., Ltd (KELIER) will investigate all road incidents and implement corrective actions.

Anti-Harassment Policy

Workplace Dignity & Respect for All

04

Anti-Harassment & Workplace Dignity Policy

Shenzhen Clear Science & Technology Co., Ltd (KELIER) is committed to providing a working environment free from harassment, bullying, victimisation, and discrimination. Every individual has the right to be treated with dignity and respect. This policy applies to all employees, contractors, clients, and visitors at any KELIER site or event.

Harassment includes any unwanted conduct related to a protected characteristic — including age, gender, race, nationality, disability, religion, sexual orientation, or pregnancy — that has the purpose or effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating, or offensive environment.

All complaints will be treated seriously, confidentially, and investigated promptly. Retaliation against any person who raises a genuine complaint in good faith is itself a disciplinary matter. Managers have a specific responsibility to challenge and address unacceptable behaviour. Substantiated complaints may result in disciplinary action up to and including dismissal.

Mobile Phone Policy

Focused, Safe, Professional Communication

05

Mobile Phone & Communication Devices Policy

The use of mobile phones and personal communication devices must not compromise safety, productivity, or the professionalism of Shenzhen Clear Science & Technology Co., Ltd (KELIER)'s operations. This policy establishes clear rules for their use in the workplace and during business-related activities.

Mobile phones must be set to silent or switched off in all active operational areas, laboratories, and client-facing meetings unless they are required for work purposes. Employees must not use mobile phones or personal devices in any manner that distracts from safe work practices. Photography and video recording on KELIER or client sites is prohibited without prior written authorisation, due to confidentiality and safety considerations.

Personal calls should be limited to breaks and designated areas. Excessive personal use of devices during working hours may be treated as a conduct matter. The use of any handheld communication device while operating a vehicle is prohibited under KELIER's Road Safety Policy.

Alcohol & Substance Policy

Impairment-Free Workplace

06

Alcohol, Substance & Impairment Policy

Shenzhen Clear Science & Technology Co., Ltd (KELIER) is committed to ensuring that all work is carried out safely and effectively. The use of alcohol, illegal substances, or any prescription or over-the-counter medication that impairs cognitive or physical function during work hours — or in anticipation of reporting for duty — is strictly prohibited.

Employees who believe that prescribed medication may affect their performance or safety must notify their line manager before commencing work. Shenzhen Clear Science & Technology Co., Ltd (KELIER) will endeavour to provide suitable alternative duties where possible during such periods.

Randomised and for-cause testing may be conducted at KELIER's discretion in accordance with applicable law. Presenting for work in an unfit state due to alcohol or substance use may result in disciplinary action up to and including termination of employment. Employees are encouraged to seek confidential support through available occupational health resources if they are experiencing substance-related difficulties.

Environmental Stewardship Policy

Commitment to a Sustainable Industrial Future

07 Environmental Stewardship Policy

Shenzhen Clear Science & Technology Co., Ltd (KELIER) holds ISO 14001 certification and is committed to minimising the environmental impact of all its activities, products, and services. Environmental stewardship is integral to our mission and is embedded into every phase of project design, delivery, and operation.

We commit to complying with all applicable environmental legislation and regulations. We strive to continually improve our environmental performance beyond statutory minima. Energy consumption, water usage, and waste generation are monitored and targeted for reduction. We assess the environmental impact of new projects and incorporate mitigation measures from inception.

Our technologies — CDFU and CDOF — are specifically engineered to reduce chemical use, minimise sludge, and lower the energy intensity of industrial water treatment. We are proud that our core products make a direct positive contribution to the environments in which they operate. Environmental objectives are set annually and reviewed in management system audits.

Ethics & Anti-Corruption Policy

Integrity Without Exception

08

Ethics & Anti-Corruption Policy

Shenzhen Clear Science & Technology Co., Ltd (KELIER) operates with integrity in all business dealings and maintains a zero-tolerance policy toward bribery, corruption, fraud, and unethical conduct. This commitment applies to all employees, officers, agents, and third parties acting on KELIER's behalf in every jurisdiction in which we operate.

No employee or representative may offer, pay, request, or accept any bribe, kickback, facilitation payment, or improper advantage to obtain, retain, or direct business. Gifts and hospitality must be modest, transparent, and consistent with applicable law and the expectations of clients and partners.

Conflicts of interest must be disclosed promptly to the employee's line manager. Financial records must accurately reflect all transactions. Shenzhen Clear Science & Technology Co., Ltd (KELIER) maintains confidential reporting channels for employees to raise concerns without fear of retaliation. Breaches of this policy may result in disciplinary action, including dismissal, and may be referred to the appropriate legal authorities.

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1.0	March 2023	Initial issue	Chief Executive Officer
2.0	June 2024	HSE expansion — enhanced safety and environmental sections	Chief Executive Officer
3.0	August 2025	Ethics update — revised Anti-Corruption and Conduct policies	Board of Directors
3.2	November 2025	Minor corrections and terminology alignment	Chief Executive Officer