Human Resources Position Inspection Briefing

人力资源部岗检情况通报

On the afternoon of 13th July 2020, Human Resources Department, together with CEO's Office Department, inspected the Central Control Building、Thermal Power Centralized Control Building、On-site Operation Rooms of each operation Department、On-site Maintenance Workshop of electrical & instruments、the main building of the Quality Inspection Center for inspection of mobile phone management during working hours，The inspection reported are as follows：

2020年7月13日下午，人力资源部会同总经理办公室，对中控楼、热电集控楼、各运行部现场外操间、电气仪表现场维保工作间、质检中心主楼上班时间手机管理进行了检查，现将检查情况通报如下：

CCR and GIS are in good condition. No employees are found using mobile phones to do things unrelated to work. All mobile phones are placed in designated areas according to regulations.

中控室、热电集控楼整体情况较好，未发现员工上班期间使用手机做与工作无关的事情，手机按规定摆放在指定区域。

The mobile phones in the On-site Operation Rooms of each operation department and On-site Maintenance Workshop of electrical & instruments are poorly placed and implemented according to regulations. Many employees were holding their mobile phones at their workstation.

各运行部现场外操间、电气仪表现场维保工作间手机按规定摆放落实情况较差，不少员工手里拿着手机或手机在工位上。

Many employees in Team 1 of Electrical maintenance Outside Operation Room 1 and Water quality analysis room of Quality Analysis Center are browsing mobile phones while at work, and one person in oil analysis room of Quality Analysis Center were watching videos unrelated to work.

1号外操间电气维保1班、质检中心水质分析室较多人上班时间在浏览手机，另质检中心油品分析室一人观看与工作无关的视频。

At present, some departments have not developed an effective atmosphere for mobile phone management suitable in a petrochemical industry. Human Resources Department will assess the problems found in this inspection. All departments are requested to rectify the above problems, further strengthen daily management and lead a good team. In the future, Human resources Department will further increase the intensity and scope of labor discipline inspection.

目前个别部门未形成化工企业手机管理的有效氛围，人力资源部将对本次检查中发现的问题进行考核。请各部门对上述问题进行整改，进一步加强日常管理，带好队伍。今后人力资源部将进一步加大劳动纪律检查力度及范围。

Human Resources Department

14th July 2020