

Employee Practice Policy

The success of OPT depends on its ability to attract, develop and retain a highly competent workforce, and on the creative, effective and productive work life of all OPT employees. We will conduct our business with due regard to the human dignity and innate worth of each individual.

OPT policy follows and encourages nondiscriminatory employment practices. All decisions and actions regarding employment matters, including such things as hiring, development, compensation, promotion, transfer and termination must be taken in an objective, honest and nondiscriminatory manner. We realize that business decisions should include family considerations whenever possible. Respect for each individual must be maintained and everyone must be able to work in an environment free from any other form of harassment.

OPT normally does not encourage hiring of close relatives of an employee such as spouse, father, mother, son, daughter, brother or sister. In the judgment of OPT, the hiring of relatives may cause conflict of interest or give rise to problems with respect to supervision, safety, morale and/or security. The decision to hire a spouse must be made on a managerial assessment of OPT's need and the abilities of the spouse, and will follow the hiring procedures of OPT strictly. OPT does not encourage rehiring of employees who have resigned or who have been terminated for any reason. Any employment that falls into this situation which incurred prior to the release of this Policy will not be exempted from this Policy.

Any violation of this Policy may subject the employee to disciplinary action.



John Zhijun Xiao
Chairman