

## **Kuaishou Employee Information Security Code**

This code aims to specify the information security requirements of Kuaishou and its related companies and regional branches (branches, offices and representative offices), standardize the daily work behavior of employees, improve employees' information security awareness, and ensure the confidentiality, completeness and accessibility of information assets of the Company.

This code is applicable to all employees of Kuaishou and its related companies and regional branches (branches, offices and representative offices), as well as third-party personnel who provide services (including but not limited to suppliers, outsourcing personnel and interns).

Division of responsibilities:

1. Information Security Management Committee: responsible for authorizing and issuing this information security code.
2. Information Security Committee Office: responsible for formulating, maintaining, promoting, implementing and reviewing this information security code.
3. All employees: responsible for understanding the security rules that need to be aware in their daily work and implementing them prudently.

Content of the security code:

1. Office environment security
2. Internet security
3. Operation security
4. Account and password security
5. Data security