



緯穎責任商業聯盟行為準則承諾書

Wiwynn Commitment to the RBA Code of Conduct

我們的承諾 Social Responsibility Commitment

- 維持良好公司治理，嚴守商業道德規範
Maintain good corporate governance and strictly adhere to business ethics.
- 符合責任商業聯盟準則與相關法規規範
Comply with social responsibility standards and relevant regulations.
- 組織管理運作均符合政府及國際法規、準則、公約、宣言等相關規範要求，並持續追求改善進步
Management and operation of the organization are all in compliance with government and international regulations, guidelines, conventions, declarations, etc. and we pursue continuous improvement.
- 提供員工安全健康的工作環境及合理的薪資與福利
Provide employees with a safe and healthy working environment and reasonable compensation and benefits.
- 教育員工，使其了解並支持公司善盡責任商業聯盟行為的責任
Educate employees to let them understand and support our corporate social responsibility commitment.
- 與客戶、供應商溝通交流責任商業聯盟行為，彼此學習、共同進步
Communicate corporate social responsibility with customers and suppliers, learn from each other and make progress together.
- 提倡環保愛地球活動，促進能資源使用效率最佳化，並持續投入減廢與污染防治及參與社會公益活動
Promoting the environmental protection activities, improving the efficiency of energy resource use, and continuing involved in waste reduction, pollution prevention and social welfare activities.
- 本股份有限公司基於責任商業聯盟行為準則及政府法律的標準，保護和保障勞工之工作環境、條件、場所、權利，以確保勞工在健康安全、工作安全及工作報酬等方面，有一致的條件
We protect and guarantee the working environment, conditions, places and employees' rights based on the standards of corporate social responsibility and government laws to ensure that employees have consistent conditions in terms of health and safety, work safety and work remuneration.



緯穎科技服務股份有限公司遵守責任商業聯盟之規定：

Wiwynn Corporation complies with the social responsibility regulation:

【勞工】【Labor】

禁止強迫勞動 Prohibition of Forced Labor

- 不得強迫和強制勞工進行工作，及限制其自由(包含出入工作場所/宿舍)，也不得要求員工在受僱起始時繳納押金或其他費用。

Wiwynn does not force labor to work and limit their freedom including access to dormitories or workplace, and shall not charge employees deposits or any fees upon their hiring.

- 不使用任何有形式之囚工。

Do not use any form of prison labor.

- 擁有隨時自由離職或終止僱傭關係的權利不會受到懲罰。離職後，公司應保存離職員工所有紀錄與文件。

Workers shall be free to leave work at any time or terminate their employment without penalty. Upon termination, the company shall retain all records and documents of the departing employee.

- 不非法扣留員工身分證、護照、居留證、工作證等個人文件正本。

Do not illegally detained the original copy of the employee's identity card, passport, residence permit, work permit and other personal documents.

- 為所有勞工提供其母語或可以理解的語言的勞動契約。

Labor contracts shall be provided to all workers in their native language or a language they can understand.

禁用童工與青年勞工保護 Prohibition of Child and Young Labor Protection

- 實施適當的機制來驗證勞工的年齡。

Wiwynn shall implement appropriate mechanisms to verify the age of workers.

- 不僱用未滿最低就業年齡的兒童，如果發現誤用童工，將提供幫助/補救。

Do not hire children below the legal minimum age for employment. If child labor is identified, assistance/remediation is provided.

學徒/實習生/學生工保護 Apprentice/Intern/Student Protection

- 絕不非法聘用學徒/實習生/學生工。

Never illegally hire an apprentice/intern/student.

- 用符合所有法律和法規的合法工作場所學習計劃。

The use of legitimate workplace learning programs, which comply with all laws and regulations, is supported.



合法的工作時間 Legal Working Hours

- 符合當地法律規定的工作時間及加班制度。
Regular working time and overtime hours are in compliance with local law.
- 每周工作時數包括加班在內，不得超過 60 小時，且連續工作天數不得超過 6 天。
Working hours must not be more than 60 including overtime per week and workers should not work more than 6 consecutive days.

工資福利制度 Wages and Benefits

- 不低於法規規定的最低工資，正確計算正常工作時間和加班時間的法定工資，優於法律規定的福利制度。
Our base salary is not less than the minimum wage prescribed in the regulations. We calculate statutory wages correctly based on the working hours and overtime hours and we provide a welfare system which is better than the one specified by relative regulations.
- 最低工資、加班和法定福利的法律，所有員工應獲得平等工作與資格的同等薪酬。
All employees shall receive equal pay for equal work and qualifications, in compliance with laws on minimum wages, overtime, and statutory benefits.
- 禁止懲戒性的工資扣除。
Disciplinary wage deductions are prohibited.
- 為勞工提供薪資明細，其資料可證實支付給勞工的薪酬準確無誤。
Workers shall be provided with a detailed wage statement that accurately verifies the wages paid to them.

人道待遇/不歧視/不騷擾 Humane Treatment / Non-Discrimination / Non-Harassment

- 不得以懲戒性、不人道方式管理員工。
Do not manage employees in a disciplinary or inhuman manner.
- 尊重員工的尊嚴，禁止任何形式的暴力、性別暴力、性騷擾、霸凌、公眾羞辱、虐待、體罰、精神或肉體脅迫以及言語侮辱。
Respect for the dignity of employees and prohibit any types of violence, gender-based violence, sexual harassment, bullying, public shaming, abuse, corporal punishment, mental or physical coercion and verbal abuse.
- 對於員工之聘僱、計薪、訓練、升遷、解雇及退休，不因人種、膚色、年齡、性別、性傾向、性別認同及表現、種族或民族、殘疾、懷孕、信仰、工會會員資格、政治立場、社會階級、國籍、宗教、團體背景、退伍軍人身份或婚姻狀況等歧視或騷擾員工。公司不允許任何威脅、虐待、剝削的行為及性侵擾行為，包括姿勢、語言和身體的接觸。
Wiwynn do not discriminate or harass against employees on the basis of race, color, age, gender, sexual orientation, gender identity and performance, race or ethnicity, disability, pregnancy, beliefs, union membership, political stance, social class, nationality, religion, group background, veteran status or marital status, etc. in hiring and employment practices such as wages, promotions, rewards, and access to training. We do not allow any

本行為準則依 RBA 官方公告之責任商業聯盟行為準則制訂。



threats, abuse, exploitation, or sexual intrusive behavior, including posture, language, and physical contact.

- 若員工覺得本公司有任何歧視或騷擾的情況存在時，可以口頭或書面方式向申訴窗口提出投訴，公司需向投訴者回覆處理狀況。

If employees feel that they have been discriminated or harassed in the company, they can file complaints with the responsible contact windows (orally or in writing). The company will reply to the complaints of workers.

- 不得讓員工或準員工接受帶有歧視性的醫學檢驗或身體檢查如懷孕或童貞體檢。
Workers or potential workers should not be subjected to medical tests, including pregnancy or virginity tests, or physical exams that could be used in a discriminatory way.
- 為員工提出的宗教信仰活動和殘疾需求提供合理安排，並保障其溝通自由。
Provide reasonable arrangement for religious practices and disabilities for employees' request and ensure their freedom of communication.

全體同仁自由結社與集體談判和溝通自由 Freedom of Association and Communication

- 尊重員工自由集會結社，於勞資會議與員工代表積極充分溝通(員工代表由全體員工選舉產生)。

Wiwynn respect employees' rights to form or enroll in a trade union of their own free will and fully communicate with employee representatives at the labor conference (employee representatives are elected by all employees).

- 本公司不可干涉員工選舉涉及種族、社會階級、國籍、宗教、殘廢、性別、性別取向和工會的信條、規範或要求的權利。

Can not interfere with employees' rights to vote the discipline or any rights about race, social class, nationality, religion, handicap, gender, gender-orientation and worker association.

【健康與安全】【Health and Safety】

職業健康與安全 Occupational Health and Safety

- 緯穎致力於提供安全與健康的工作場所，以及所需之防護裝備，並透過主動識別、評估，減少職業健康與安全風險。我們採用控制層級原則與持續訓練，以有效管理這些風險。

Wiwynn is committed to providing a safe and healthy workplace, supplying necessary protective equipment, proactively identifying, assessing, and mitigating occupational health and safety hazards. We implement the Hierarchy of Controls and continuous training programs to manage these hazards effectively.

- 禁止安排懷孕和哺乳期的女性員工，從事影響胎兒、嬰兒健康的有毒有害作業，及可能會影響胎兒和懷孕女性員工身體狀況的勞動。

Wiwynn is forbidden to arrange female employees who under lactation or pregnancy to engage in toxic and harmful operations that may affect the health of the fetus, and to engage

本行為準則依 RBA 官方公告之責任商業聯盟行為準則制訂。



in the labor-intensive work that may affect their physical condition or fetus.

- 宣傳、普及女性員工勞動衛生保健知識，加強女性員工勞動保護教育，建立健全女性員工在經期、懷孕期、產期、哺乳期、更年期的保健制度，並提供哺乳期員工適當的設施。
Promote and disseminate knowledge on occupational health for female employees, strengthen education on labor protection for women, and establish comprehensive health systems for female employees during menstruation, pregnancy, maternity leave, breastfeeding, and menopause. Provide appropriate facilities for breastfeeding employees.

應急準備 Emergency Preparedness

- 依政府要求設置防止災害事故擴大之設備，並監控維護以確保其功能正常。
Install equipment to prevent the escalation of disaster incidents as required by the government. Monitor and maintain them to ensure proper functionality.
- 制定災害應急計畫與應對程序以評估潛在的緊急情形，並實施每年至少一次的應急演習，盡可能地減少對生命、環境和財產的損害。
Develop disaster emergency plans and response procedures to assess potential emergencies and conduct emergency drills at least once a year to minimize harm to life, the environment, and property as much as possible.

工傷和職業病 Occupational Injury and Illness

- 制定程序和體系以預防、管理、追蹤和報告健康與安全事故。
Establish procedures and systems to prevent, manage, track, and report health and safety incidents.
- 允許員工遭遇立即危害時行使退避權，並在風險緩解之前不復工、亦不需擔心遭受報復。
Allow employees to exercise their right to withdraw from dangerous situations without fear of retaliation and without returning to work until risks are mitigated.

工業衛生 Industrial Hygiene

- 根據分級管控方式以識別、評估並控制化學、生物及物理等因素帶給員工的危害。
Identify, evaluate, and control hazards to employees from chemical, biological, and physical factors through a systematic control approach.
- 定期提供職業健康監測，以評估員工健康是否因職業暴露而受到傷害，並提供暴露工作場所危害風險的教材。
Provide regular occupational health monitoring to assess whether employee health is impacted by occupational exposure and provide educational materials on workplace hazard risks.

體力勞動工作與機器防護 Physical Demanding Work and Machine Safeguarding

- 鑒別與評估從事高體力勞動的工作帶給員工之影響，以及生產或其他機械的安全隱患。
Identify and assess the impact of high-physical-demand jobs on employees and evaluate safety risks associated with production machinery or other equipment.



- 預防機械對員工可能造成的傷害，裝配防護裝置、聯鎖裝置並進行測試和維護。
Prevent machinery-related injuries by installing protective devices, interlocking systems, and conducting regular testing and maintenance.
- 工作場所機械設備皆設置安全操作規範與警示標識，並對員工進行培訓。
Ensure all workplace machinery has safety operating guidelines and warning signs and provide employee training.

公共衛生和食宿 Sanitation, Food and Housing

- 為員工提供乾淨的洗手間、清潔的飲用水，以及衛生的煮食用具、食物儲存設備和餐具。
Workers shall be provided with ready access to clean toilet facilities, potable water and sanitary food preparation, storage, and eating facilities.
- 員工宿舍應保持乾淨且安全，並提供適當的緊急出口、浴室熱水、充足照明、良好通風，可存放個人貴重物品的獨立安全空間，以及出入方便的私人空間。
Worker dormitories shall be maintained in clean and safe condition, provided with appropriate emergency egress, hot water for bathing and showering, adequate lighting, and adequate conditioned ventilation, individually secured accommodations for storing personal and valuable items, and reasonable personal space along with reasonable entry and exit privileges.

健康與安全溝通 Health and Safety Communication

- 提供員工以其能理解之語言的職業健康與安全資料和培訓，使其正確認知所接觸工作場所的危險標語，包含機械、電氣、化學、火災和物理危害。
Provide occupational health and safety information and training in languages employees understand to ensure proper awareness of workplace hazards, including mechanical, electrical, chemical, fire, and physical hazards.
- 在工廠顯眼處清楚地張貼健康與安全的相關資訊，並在工作開始前與工作崗中，定期向所有員工培訓。
Clearly display health and safety information at prominent locations within the factory and conduct regular training sessions for all employees before and during work.
- 鼓勵員工提出與健康安全相關的建議，並保護其不被報復。
Encourage employees to propose health and safety-related suggestions and protect them from retaliation.

【環境】【Environment】

環境許可和報告 Environmental Permit and Reporting

- 取得、維護與保持更新所有必要的環境許可證、核准和登記文件，且營運和報告必須完全遵守許可證的規定。
All necessary environmental permits, approvals, and registrations must be obtained,

本行為準則依 RBA 官方公告之責任商業聯盟行為準則制訂。



maintained, and kept up to date. Operational and reporting requirements must be fully adhered to the permits.

- 得透過 ISO14001 環境管理系統運作，確保落實環境法令規定合法排污、環境危害源減量、節能減碳、有害物質(含禁限用物質)、固體廢棄物及廢氣排放妥善管制、追蹤與紀錄。 Operate under the ISO14001 Environmental Management System to ensure compliance with environmental regulations, legal pollutant discharge, reduction of environmental hazards, energy conservation, reduction of carbon emissions, and proper management, tracking, and recording of hazardous substances (including restricted and prohibited substances), solid waste, and air emissions.

污染預防與資源保護 Pollution Prevention and Resource Conservation

- 採取措施從源頭降低或消除污染物的排放及廢棄物的產生，例如增加污染控制設備、改善生產與維修流程。

Implement measures to reduce or eliminate the release of pollutants and the generation of waste at the source, such as increasing pollution control equipment and improving production and maintenance processes.

- 藉由改進生產製程使用替代性材料及重複利用、保護資源的策略，以達到有節制地使用自然資源。

Use alternative materials and recycling strategies to improve production processes and conserve resources, ensuring the sustainable use of natural resources.

有害物質 Hazardous Substances

- 辨識、標記和管理對人類或環境造成危害的化學品、廢棄物以及其他物質。 Identify, label, and manage chemicals, waste, and other substances that pose risks to human health or the environment.
- 確保有害物質得以安全地處理、運送、儲存、使用、回收或再利用，並加以追蹤與記錄。 Ensure hazardous substances are handled, transported, stored, used, recycled, or reused safely, with proper tracking and documentation.

固體廢棄物 Solid Waste Management

- 採用系統性方法以識別、管理、減少棄置或回收固體廢棄物 (無害廢棄物)，並加以追蹤與記錄數據。

Use systematic methods to identify, manage, reduce, dispose of, or recycle solid waste (non-hazardous waste) and track and record related data.

廢氣排放 Air Emissions

- 在生產營運過程中所產生的揮發性有機化學物質、氣膠、腐蝕性氣體、微粒、臭氧層消耗物質及燃燒副產物，在排放前應按照要求進行分類、常規監測、控制和處理。

Classify, monitor, control, and treat volatile organic compounds, aerosols, corrosive gases, particulates, ozone-depleting substances, and combustion by-products generated during



production operations according to required standards before discharge.

- 臭氧層消耗物質應遵循《蒙特利爾議定書》和適用法規做有效管理，並對此管制系統進行例行性監控。

Manage ozone-depleting substances in compliance with the **Montreal Protocol** and applicable regulations, with regular monitoring of the control system.

材料限制 Material Restrictions

- 遵守有關在產品以及製造過程中禁用或限用特定物質的相關法律、法規和客戶要求。 Comply with laws, regulations, and customer requirements on the restriction or prohibition of specific substances in products and manufacturing processes.

水資源管理 Water Resource Management

- 實施水管理計畫，以記錄、分類和監測水資源及其使用和排放情況。 Implement water management plans to record, classify, and monitor water resources, their use, and discharge.
- 所有廢水在排放前，需按照要求對其進行分類、監測、控制和處理，並對廢水處理系統運行狀況進行常規監控，以確保維持最佳性能與合規性。 Ensure all wastewater is classified, monitored, controlled, and treated as required before discharge, and regularly monitor wastewater treatment systems to maintain optimal performance and compliance.

能源消耗和溫室氣體排放 Energy Consumption and Greenhouse Gas Emissions

- 建立公司能源消耗與溫室氣體減量排放目標，且對其進行追蹤、紀錄並公開報告。 Establish corporate goals for reducing energy consumption and greenhouse gas emissions, track progress, maintain records, and publish reports.
- 致力尋找提升能源利用效率之方法，並盡可能地減少能源消耗與溫室氣體排放。 Strive to improve energy efficiency and minimize energy consumption and greenhouse gas emissions wherever possible.

【道德規範】【Ethics】

誠信經營 Business Integrity

- 所有的商業活動應遵循誠信標準，禁止任何形式的貪污、敲詐勒索和挪用公款及洗錢等行為，應推行監控和強化程序以保證符合廉潔經營的要求。 Good faith principle should be followed for all business activities. Any form of corruption, extortion and misappropriation of public funds, money laundering, etc. should be prohibited. Monitoring and enhancement procedures should be implemented to ensure compliance with the requirements of a clean business.



無不正當收益 No Improper Advantage

- 不得提供或接受賄賂或其他形式的不正當收益，適當的饋送禮物其價值應當適度。
Do not provide or accept bribes or other forms of illegitimate gains. Reasonable and appropriate gifts must be of modest value.

資訊公開 Disclosure of Information

- 依照適用法規和主要的行業慣例公開有關商業活動、組織結構、財務狀況和績效資訊。
Disclose information about business activities, organizational structure, financial condition, and performance in accordance with applicable regulations and key industry practices.

智慧財產權 Intellectual Property

- 應尊重智慧財產權，技術和生產經驗的轉讓要妥善保護智慧財產權。
The rights to intellectual property should be followed, and the transfer of technology and production experience should properly protect intellectual property rights.

公平交易、廣告和競爭 Fair Business, Advertising and Competition

- 應制定公平交易、廣告和競爭的標準，公司必須有保護客戶資訊的措施。
Standards for fair dealing, advertising, and competition should be established, and we must have measures to protect customer information.

身份保護及防止報復 Protection of Identity and Non-Retaliation

- 制定程序，以確保客戶、供應商、員工及其他利益相關方的個人資訊和隱私，防止相關檢舉方受到報復。
Procedures should be in place to protect the privacy and information of everyone we do business with, including customers, suppliers, employees, and prevent whistleblowers from being retaliated against.

責任礦產採購 Responsible Sourcing of Minerals

- 負責任地使用礦物，產品中如含有的鈮、錫、鎢、黃金和鈷，我們承諾確保其來源與符合經濟合作暨發展組織(OECD)《受衝突影響地區和高風險地區礦產供應鏈的盡職調查指南》或同等公認的盡職調查框架。
Responsible use of minerals: For products containing tantalum, tin, tungsten, gold, or cobalt, we commit to ensuring their sourcing complies with the OECD *Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas* or equivalent, recognized due diligence frameworks.

隱私 Privacy

- 承諾保護所有業務往來者的個人隱私，包含供應商、客戶、消費者及員工，並遵守隱私與信息安全法律及法規要求。
Commit to protecting the reasonable privacy expectations of personal information of all

本行為準則依 RBA 官方公告之責任商業聯盟行為準則制訂。



business partners, including suppliers, customers, consumers, and employees, and complying with privacy and information security laws and regulatory requirements.

【管理體系】【Management Systems】

公司承諾 Company Commitment

- 公司管理人員遵守法律規定、公司規章、管理體系以及尊重社會責任承諾，以制定人權、健康與安全、環境與道德政策聲明，且透過定期的管理審查確認社會責任規定的執行結果，並以員工可接收管道及理解的語言傳達給員工。

Company management shall comply with legal regulations, corporate policies, and management systems while respecting social responsibility commitments. Policies addressing human rights, health and safety, environmental management, and ethical conduct shall be established, regularly reviewed through management audits, and communicated to employees in accessible and comprehensible language.

管理職責與責任 Management Accountability and Responsibility

- 高階主管和公司代表負責保證管理體系和相關計劃的實施，管理高層應定期檢查管理體系的運行情況。

Senior executive and company representative(s) responsible for ensuring implementation of the management systems and associated programs. Senior management should review the status of the management systems on a regular basis.

法律和客戶要求 Legal and Customer Requirements

- 制定程序以識別、監察並理解適用的法律法規和客戶要求，以及 RBA 準則要求。
Develop a process to identify, monitor and understand applicable laws, regulations, and customer requirements, including the requirements of RBA Code of Conduct.

風險評估和風險管理 Risk Assessment and Risk Management

- 建立流程以識別營運相關的法律合規、環境、健康與安全以及勞工實務和道德風險，包括營運相關的嚴重人權和環境影響的風險。確定每項風險的相對重要性，並實施適當的程序和物理控制，以控制已識別的風險並確保合規。

Develop a process to identify the legal compliance, environmental, health and safety, labor practice and ethics risks, including the risks associated with severe human rights and environmental impacts, arising from Wiwynn's operations. Evaluate each risk and implement appropriate procedural and physical controls to control the identified risks and ensure regulatory compliance.



改進目標 Improvement Objectives

- 制定明確的書面績效目標、指標和實施計劃，以提高社會、環境、健康及安全的表現，並定期審核目標成效的進展。

Establish clear written performance objectives, targets and implementation plans to enhance social, environmental, and health and safety outcomes, conduct a periodic assessment of progress towards these objectives.

培訓 Training

- 制定培訓經理和員工的計劃，以實施緯穎的政策、程序和改進目標，並確保符合適用的法律和監管要求。
- Develop programs for training managers and workers to implement Wiwynn's policies, procedures, and improvement objectives and to meet applicable legal and regulatory requirements.

溝通 Communication

- 建立程序向員工、供應商和客戶傳達有關緯穎政策、實踐、期望和績效的明確資訊。
Develop process for communicating clear and accurate information about Wiwynn's policies, practices, expectations, and performance to workers, suppliers, and customers.

工人/利害關係人的參與和補救措施 Worker/Stakeholder Engagement and Access to Remedy

- 建立與員工、員工代表及其他相關或必要的利益相關者進行持續雙向溝通的流程，以收集有關 RBA 行為準則所涵蓋之實踐和條件的反饋意見，並促進持續改善。向員工提供安全的環境可以提出申訴和意見回饋，而不必擔心遭到打擊報復。

Develop ongoing, two-way communication processes with employees, employee representatives, and other necessary parties to obtain feedback on operational practices and conditions covered by RBA Code of Conduct, and to foster continuous improvement. Workers shall be given a safe environment to provide grievance and feedback without fear of reprisal or retaliation.

審核、評估與糾正措施 Audits, Assessments and Corrective Action

- 實施定期自我評估，以確保符合法律與監管的要求、遵守 RBA 準則以及滿足客戶對社會與環境責任的期望，並及時糾正由內部或外部評估、檢查、調查和審查所發現的缺失。
Conduct regular self-assessments to ensure compliance with legal and regulatory requirements, adherence to RBA Code of Conduct, and fulfillment of customer expectations concerning social and environmental responsibility. Prompt correction on any deficiencies identified through internal or external evaluations, inspections, investigations, or reviews.

文檔和記錄 Documentation and Records

- 創建和維護文件和記錄，以確保遵守法規和公司要求，並適當保密以保護私隱。
Develop and maintain documents and records to ensure regulatory compliance, adherence

本行為準則依 RBA 官方公告之責任商業聯盟行為準則制訂。



to company requirements, and the safeguarding of confidentiality to protect privacy.

供應商的責任 Supplier Responsibility

- 制定供應商行為準則，明確要求所有供應商簽署並遵守，同時持續與供應商進行溝通並協助提升永續議題能力，以降低環境衝擊、改善勞工權益。

Develop a supplier code of conduct, clearly requiring all suppliers to sign and comply with it. Maintain continuous communication with suppliers and assist them in improving their capacity to address sustainability issues, thereby reducing environmental impact and enhancing labor rights.

董事長暨策略長：

Chairman and Chief Strategy Officer:

A handwritten signature in black ink, appearing to be "洪永祥", written over a horizontal line.