

# Bora Pharmaceuticals Co., Ltd.

## Corporate Governance Best Practice Principles

### Chapter 1. General Provisions

- Article 1        These Principles are adopted in accordance with the “Corporate Governance Best Practice Principles for TWSE/TPEX Listed Companies” established by the Taiwan Stock Exchange Corporation (hereinafter referred to as “TWSE”) and Taipei Exchange (hereinafter referred to as “TPEX”), in order to establish a fair corporate governance system.
- Article 2        When setting up the corporate governance system, in addition to complying with relevant laws, regulations, Articles of Incorporation, contracts signed with the TWSE or TPEX, and other relevant regulations, the Company shall follow the following principles:
- I.    Protect the rights and interests of shareholders.
  - II.   Strengthen the powers of the Board of Directors.
  - III. Exercise the functions of the Audit Committee.
  - IV.  Respect the rights and interests of stakeholders.
  - V.   Enhance information transparency.
- Article 3        The Company shall follow the Regulations Governing Establishment of Internal Control Systems by Public Companies and take into consideration the overall operational activities of itself and its subsidiaries to design and fully implement an internal control system, and shall conduct continuing reviews of the system, in order to ensure the continued effectiveness of its design and implementation in light of changes in the Company’s internal and external environment.
- The Company shall perform full self-assessments on its internal control system. The Board of Directors and management shall review the results of the self-assessments by each department at least annually and the reports of the internal audit department on a quarterly basis. The Audit Committee shall also attend to and supervise these matters. Directors and independent directors shall periodically hold discussions with their internal auditors about reviews of internal control system deficiencies. A record of the discussions shall be kept, and the discussions shall be followed up on, improvements implemented, and a report submitted to the Board of Directors. The Company is advised to establish channels and mechanisms of communication between their independent directors, Audit Committees and chief internal auditors, and the convener of the Audit Committee shall report the communications between members of the Audit Committees and chief internal auditors at the shareholders’ meeting.
- The management of the Company shall pay special attention to the internal audit department and its personnel, fully empower them and urge them to conduct audits effectively, to evaluate problems of the internal control system and assess the efficiency of its operations to ensure that the system can operate effectively on an on-going basis, and to assist the Board of Directors and the management to perform their duties effectively so as to ensure a sound corporate governance system.

Article 3-1 Appointment, dismissal, evaluation and review, salary and compensation of internal auditors of the Company shall be submitted by the chief audit officer to the Chairman for approval.

The Company is advised to have an adequate number of corporate governance personnel with appropriate qualifications based on the size of the Company, business situations and management needs, and shall appoint in accordance with the requirements of the competent authorities, TWSE or TPEX, a chief corporate governance officer as the most senior officer to be in charge of corporate governance affairs. Said officer shall be a qualified, practice-eligible attorney-at-law or CPA or have been in a managerial position for at least three years in a securities, financial, or futures related institution or a public company in handling legal affairs, legal compliance, internal audit, financial affairs, shareholder services, or corporate governance affairs.

It is required that the corporate governance affairs mentioned in the preceding paragraph include at least the following items:

- I. Handling matters relating to board meetings and shareholders' meetings according to laws.
- II. Producing minutes of board meetings and shareholders' meetings.
- III. Assisting in onboarding and continuous development of directors.
- IV. Furnishing information required for business execution by directors.
- V. Assisting directors with legal compliance.
- VI. Other matters set out in the Articles of Incorporation or contracts.

## Chapter 2. Protection of Shareholder' Equity

### Section 1. Encouraging Shareholders to Participate in Corporate Governance

Article 4 The corporate governance system of the Company shall be designed to protect shareholders' equity and treat all shareholders equally.

The Company shall establish a corporate governance system which ensures shareholders' rights of being fully informed of, participating in and making decisions over important matters of the Company.

Article 5 The Company shall convene shareholders' meetings in accordance with the Company Act and relevant laws and regulations, and provide comprehensive rules for such meetings. The Company shall faithfully implement resolutions adopted by shareholders' meetings in accordance with the rules for procedure of the meetings.

Resolutions adopted by shareholders' meetings of the Company shall comply with laws, regulations and Articles of Incorporation.

Article 6 The Board of Directors of the Company shall properly arrange the agenda items and procedures for shareholders' meetings, and formulate the principles and procedures for shareholders' nominations of directors (including independent directors) and submissions of shareholders' proposals. The Board shall also properly handle the proposals duly submitted by shareholders. Arrangements shall be made to hold shareholders meetings at a convenient location, advisably with video conference available and sufficient time allowed and a sufficient number of suitable personnel assigned to handle attendance registrations. No arbitrary requirements shall be imposed on shareholders to provide additional

evidentiary documents beyond those showing eligibility to attend. Shareholders shall be granted reasonable time to deliberate each proposal and an appropriate opportunity to make statements.

For a shareholders' meeting called by the Board of Directors, it is advisable that the Chairman shall chair the meeting, that a majority of the directors (including at least one independent director) and convener of the Audit Committee, and that at least one member of other functional committees attend as representative. Attendance details shall be recorded in the shareholders' meeting minutes.

Article 7

The Company shall encourage its shareholders to actively participate in corporate governance. It is advisable that the Company engages a professional shareholder services agent to handle shareholders' meeting matters, so that shareholders' meetings can proceed on a legal, effective and secure basis. The Company shall seek all ways and means, including fully exploiting technologies for information disclosure, to upload annual reports, annual financial statements, notices, agendas and supplementary information of shareholders' meetings in both Chinese and English concurrently, subject to the amendments to laws and regulations in the future, and shall adopt electronic voting, in order to enhance shareholders' attendance rates at shareholders' meetings and ensure their exercise of rights at such meetings in accordance with laws.

The Company is advised to avoid raising extemporary motions and amendments to original proposals at a shareholders' meeting.

The Company is advised to arrange for their shareholders to vote on each separate proposal in the shareholders' meeting agenda, and following conclusion of the meeting, to enter the voting results the same day, namely the numbers of votes cast for and against and the number of abstentions, on the Market Observation Post System.

Article 8

The Company, in accordance with the Company Act and other applicable laws and regulations, shall record in the shareholders' meeting minutes the date and place of the meeting, the name of the chairperson, the method of adopting resolutions, and a summary of the essential points of the proceedings and the results of the meeting. With respect to the election of directors (including independent directors), the meeting minutes shall record the method of voting adopted therefore and the total number of votes for the elected directors (including independent directors).

The shareholders' meeting minutes shall be properly and perpetually kept by the Company during its legal existence, and should be sufficiently disclosed on the Company's website.

Article 9

The chairperson of the shareholders' meetings shall be fully familiar and comply with the rules governing the proceedings of the shareholders' meetings established by the Company. The chairperson shall ensure the proper progress of the proceedings of the meetings and may not adjourn the meetings at will.

In order to protect the interests of most shareholders, if the chairperson declares the adjournment of the meeting in a manner in violation of rules governing the proceedings of the shareholders meetings, it is advisable for the members of the Board of Directors other than the chairperson of the shareholders' meeting to promptly assist the attending shareholders at the shareholders' meeting in electing a new chairperson of the shareholders' meeting to continue the proceedings of the meeting, by a resolution to be adopted by a majority of the

votes represented by the shareholders attending the said meeting in accordance with the legal procedures.

Article 10 The Company shall place high importance on the shareholder right to know, and shall faithfully comply with applicable regulations regarding information disclosure in order to provide shareholders with regular and timely information on the Company's financial conditions and operations, insider shareholdings, and corporate governance status through the MOPS or the website established by the Company.

To treat all shareholders' equally, it is advisable that the Company concurrently disclose the information under the preceding paragraph in English.

To protect its shareholders' rights and interests and ensure their equal treatment, the Company shall adopt internal rules prohibiting the Company's insiders from trading securities using information not disclosed to the market.

The requirements referred to in the preceding paragraph shall include the control measures for stock transactions by the Company's insiders from the date of learning of the Company's financial reports or related performance contents, including without limitation to, the restrictions that directors shall not trade their shares within the blackout period, i.e. 30 days prior to the disclosure of annual financial statements, or 15 days prior to the disclosure of quarterly financial statements.

Article 10-1 It is advisable that the Company shall report at an annual general meeting the remuneration received by directors, including the remuneration policy, individual remuneration package and amount, and association with outcomes of performance reviews.

Article 11 The shareholders shall be entitled to profit distributions by the Company. In order to ensure the investment interests of shareholders, the shareholders' meeting may, pursuant to Article 184 of the Company Act, examine the statements and books prepared and submitted by the Board of Directors and the reports submitted by the Audit Committee, and may decide the proposal for earnings distribution or loss compensation by resolution. In order to proceed with the above examination, the shareholders' meeting may appoint an inspector.

The shareholders may, pursuant to Article 245 of the Company Act, apply with the court to select an inspector in examining the accounting records, assets, particulars, documents and records of specific transaction of the Company.

The Board of Directors, Audit Committee and managers of the Company shall fully cooperate in the examination conducted by the inspectors referred to in the preceding two paragraphs without any circumvention, obstruction or rejection.

Article 12 In entering into material financial and business transactions such as acquisition or disposal of assets, loan funds, and making endorsements or providing guarantees, the Company shall proceed in accordance with the applicable laws and/or regulations and establish operating procedures in relation to these material financial and business transactions which shall be reported to and approved by the shareholders' meeting so as to protect the shareholders' equity.

When the Company is involved in a merger, acquisition or public tender offer, in addition to proceeding in accordance with the applicable laws and/or regulations, it shall not only pay attention to the fairness, rationality, etc. of the

plan and transaction of the merger, acquisition or public tender offer, but also the information disclosure and soundness of the Company's financial structure thereafter.

Company personnel handling the matters referred to in the preceding paragraph shall be aware of conflicts of interest and recusal.

Article 13 In order to protect the shareholders' equity, it is advisable that the Company shall designate personnel exclusively dedicated to handling shareholders' proposals, inquiries, and disputes.

The Company shall properly deal with any legal action duly instituted by shareholders in which it is claimed that shareholders' equity is damaged by a resolution adopted at a shareholders' meeting or a board of directors meeting in violation of applicable laws, regulations, or the Company's Articles of Incorporation, or that such damage was caused by a breach of applicable laws, regulations or the Company's Articles of Incorporation by any directors or managers in performing their duties.

It is advisable that the Company shall adopt internal procedures for appropriate handling of matters referred to in the preceding two paragraphs, and that it keep relevant written records for future reference and incorporate the procedures in its internal control system for management purposes.

## Section 2. Establishing a Mechanism for Interaction with Shareholders

Article 13-1 The Company's Board of Directors is responsible for establishing a mechanism for interaction with shareholders to enhance mutual understanding of the development of the Company's objectives.

Article 13-2 In addition to communicating with shareholders through shareholders' meetings and encouraging shareholders to participate in such meetings, the Board of Directors of the Company together with officers and independent directors shall engage with shareholders in an efficient manner to ascertain shareholders' views and concerns, and expound the Company's policies explicitly, in order to gain shareholder support.

## Section 3. Corporate Governance Relationships Between the Company and Related Parties

Article 14 The Company shall clearly identify the objectives and the division of authority and responsibility between it and its affiliated enterprises with respect to management of personnel, assets, and financial matters, and shall properly carry out risk assessments and establish appropriate firewalls.

Article 15 Unless otherwise provided by laws and regulations, a manager of the Company may not serve as a manager of its affiliated enterprises.

A director who engages in any transaction for himself or on behalf of another person that is within the scope of the Company's operations shall explain the major contents of such actions to the shareholders' meeting and obtain its consent.

- Article 16 The Company shall establish sound objectives and systems for management of finance, operations, and accounting in accordance with applicable laws and regulations. It shall further, together with its affiliated enterprises, properly conduct an overall risk assessment of major banks they deal with and customers and suppliers, and implement the necessary control mechanisms to reduce credit risk.
- Article 17 When the Company and its related parties enter into financial or business dealings or transactions, a written agreement governing the relevant financial and business operations between them shall be made in accordance with the principle of fair dealing and reasonableness. Price and payment terms shall be definitively stipulated when contracts are signed, and non-arm's length transactions shall be prohibited.
- The principle referred to in the preceding paragraph shall apply to the transactions or execution of contracts between the Company and related parties and shareholders, and improper channeling of interests shall be prohibited.
- Article 18 A corporate shareholder having controlling power over the Company shall comply with the following provisions:
- I. It shall bear a duty of good faith to other shareholders and shall not directly or indirectly cause the Company to conduct any business which is contrary to normal business practice, or not profitable.
  - II. Its representative shall follow the rules implemented by the Company with respect to the exercise of rights and participation of resolution, so that at a shareholders' meeting, the representative shall exercise his/her voting right in good faith and for the best interest of all shareholders and shall exercise the fiduciary duty and duty of care of a director.
  - III. It shall comply with relevant laws, regulations and the Articles of Incorporation of the Company in nominating directors and shall not act beyond the authority granted by the shareholders' meeting or board meeting.
  - IV. It shall not improperly intervene in corporate policy making or obstruct corporate management activities.
  - V. It shall not restrict or impede the management or production of the Company by methods of unfair competition such as monopolizing corporate procurement or foreclosing sales channels.
  - VI. The representative that is designated when a corporate shareholder has been elected as a director shall meet the Company's requirements for professional qualifications. Arbitrary replacement of the corporate shareholder's representative is inappropriate.
- Article 19 The Company shall retain at all times a register of major shareholders who own a relatively high percentage of shares and have controlling power, and of the persons with ultimate control over those major shareholders.
- The Company shall disclose periodically important information about its shareholders holding more than 10 percent of the outstanding shares of the Company relating to the pledge, increase or decrease of share ownership, or other matters that may possibly trigger a change in the ownership of their shares for the other shareholders' supervision.

The major shareholder indicated in Paragraph 1 refers to those who own five percent or more of the outstanding shares of the Company or whose shareholding stake thereof is on the top 10 list, provided however that the Company may set up a lower shareholding threshold according to the actual shareholding stake that may control the Company.

### Chapter 3. Strengthen the Powers of the Board of Directors.

#### Section 1. Structure of the Board of Directors

#### Article 20

The Company's Board of Directors shall be responsible to the shareholders' meeting. The various operations and arrangements of its corporate governance system shall ensure that, in exercising its authority, the Board of Directors complies with laws, regulations, the Company's Articles of Incorporation, or the resolutions made by its shareholders' meetings.

The structure of the Company's Board of Directors shall be determined by choosing an appropriate number of board members, not fewer than five, in consideration of its business scale, the shareholdings of its major shareholders, and practical operational needs.

The composition of the Board of Directors shall be determined by taking diversity into consideration. It is advisable that directors concurrently serving as company officers not exceed one-third of the total number of the board members, and that an appropriate policy on diversity based on the Company's business operations, operating dynamics, and development needs be formulated, including but not limited to, the following two general standards:

- I. Basic requirements and values: Gender, age, nationality, and culture; it is advisable that the number of female directors account for at least one-third of all directors.
- II. Professional knowledge and skills: A professional background (e.g., law, accounting, industry, finance, marketing, technology), professional skills, and industry experience.

All members of the Board shall have the knowledge, skills, and experience necessary to perform their duties. To achieve the ideal goal of corporate governance, the Board of Directors shall possess the following abilities:

- I. Ability to make operational judgments.
- II. Ability to perform accounting and financial analysis.
- III. Ability to conduct management administration.
- IV. Ability to conduct crisis management.
- V. Knowledge of the industry.
- VI. An international market perspective.
- VII. Ability to lead.
- VIII. Ability to make policy decisions.

#### Article 21

The Company shall establish a fair, just, and open procedure for the election of directors, and adopt the cumulative voting mechanism pursuant to the Company Act in order to fully reflect shareholders' views.

Unless the competent authority otherwise grants an approval, a spousal relationship or a familial relationship within the second degree of kinship may not exist among more than half of the directors of the Company.

When the number of the directors on the Committee falls below five persons, a by-election shall be held at the next shareholders' meeting to fill the vacancy. When the number of directors falls short by one-third of the total number prescribed by the Articles of Incorporation, the Company shall convene a special shareholders' meeting within 60 days of the occurrence of that fact for a by-election for director(s).

The aggregate shareholding percentage of all of the directors of the Company shall comply with laws and regulations. Restrictions on the share transfer of each director and the creation, release, or changes of any pledges over the shares held by each director shall be subject to relevant laws and regulations, and relevant information shall be fully disclosed.

Article 22 The Company shall specify in its Articles of Incorporation in accordance with the laws and regulations of the competent authorities that it adopts the candidate nomination system for elections of directors, carefully review the qualifications of a nominated candidate and the existence of any other matters set forth in Article 30 of the Company Act, and act in accordance with Article 192-1 of the Company Act.

Article 23 The authorities and responsibilities of the Chairman and President of the Company shall be distinguished clearly.

If the Chairman and President or equivalents are the same person or spouses or relatives within the first degree of kinship of each other, it is advisable to increase the seats of independent directors or external directors, and more than half of directors shall not be employees or managers.

If the Company has set up functional committees, it shall clearly define the responsibilities and duties of the committees.

## Section 2. Independent Director System

Article 24 The Company shall appoint independent directors in accordance with its Articles of Incorporation. They shall be not less than two in number and advisably not less than one-third of the total number of directors. It is advisable that an independent director serve for not more than three consecutive terms.

Independent directors shall possess professional knowledge and there shall be restrictions on their shareholdings. Applicable laws and regulations shall be observed and, in addition, it is not advisable for an independent director to hold office concurrently as a director (including independent director) or supervisor of more than five other TWSE/TPEX listed companies. Independent directors shall also maintain independence within the scope of their directorial duties, and may not have any direct or indirect interest in the Company.

If the Company and its group enterprises and organizations, and another company and its group enterprises and organizations nominate for each other any director, supervisor or manager as a candidate for an independent director of the other, the Company shall, at the time it receives the nominations for independent directors, disclose the fact and explain the suitability of the candidate for independent director. If the candidate is elected as an independent director, the Company shall disclose the number of votes cast in favor of the elected independent director.



The “group enterprises and organizations” in the preceding paragraph include the subsidiaries of the Company, any incorporated foundation in which the Company’s accumulated contributions, direct or indirect, exceed 50 percent of the total funds of the foundation, and other institutions or juristic persons substantially controlled by the Company.

Change of status between independent directors and non-independent directors during their term of office is prohibited.

The professional qualifications, restrictions on both shareholding and concurrent positions held, determination of independence, method of nomination and other requirements with regard to the independent directors shall be set forth in accordance with the Securities and Exchange Act, the Regulations Governing Appointment of Independent Directors and Compliance Matter for Public Companies, and the rules and regulations of TWSE or TPEX.

#### Article 25

The Company shall submit the following matters to the Board of Directors for approval by resolution as provided in the Securities and Exchange Act. When an independent director has a dissenting opinion or qualified opinion, it shall be noted in the minutes of the Board meeting:

- I. Establishment or amendment of the internal control system in accordance with Article 14-1 of the Securities and Exchange Act.
- II. The procedures for the acquisition or disposal of assets, derivative transactions, loaning of funds to others, endorsements or guarantees for others stipulated or amended in accordance with Article 36-1 of the Securities and Exchange Act.
- III. Matters in which a director is an interested party.
- IV. Asset transactions or derivatives trading of a material nature.
- V. Loans of funds, endorsements, or provision of guarantees of a material nature.
- VI. Offering, issuance or private placement of equity-type securities.
- VII. Appointment, dismissal or remuneration of CPAs.
- VIII. Appointment and dismissal of financial, accounting or internal auditing officers.
- IX. Other important matters regulated by the Company or the competent authority.

#### Article 26

The Company shall stipulate the scope of duties of the independent directors and empower them with manpower and physical support related to the exercise of their power. The Company or the other members of the Board of Directors may not obstruct, refuse, or evade the actions of independent directors in business execution.

The Company shall stipulate the remuneration of the directors according to applicable laws and regulations. The remuneration of the directors shall fully reflect the personal performance and the long-term management performance of the company, and shall also take the overall operational risks of the Company into consideration. Different but reasonable remuneration from that of other directors may be set forth for the independent directors.

### Section 3. Audit Committee and Other Functional Committees

- Article 27 For the purpose of developing supervisory functions and strengthening management mechanisms, the Board of Directors of the Company, in consideration of the Company's scale and type of operations and the number of its board members, may set up functional committees for auditing, remuneration, nomination, risk management or any other functions, and based on concepts of corporate social responsibility and sustainable operation, may set up environmental protection, corporate social responsibility, or other committees, and expressly provide for them in the Articles of Incorporation.
- Functional committees shall be responsible to the Board of Directors and submit their proposals to the Board of Directors for approval, provided that the performance of supervisor's duties by the Audit Committee pursuant to Paragraph 4, Article 14-4 of the Securities and Exchange Act shall be excluded. Functional committees shall have organizational charters approved by the Board of Directors. The organizational charter shall contain the numbers, terms of office, powers of committee members, rules of procedures and resources to be provided by the Company for exercise of powers by the committees.
- Article 28 The Company establishes the Audit Committee. The Audit Committee shall be composed of the entire number of independent directors. It shall not be fewer than three persons in number, one of whom shall be the convener, and at least one of whom shall have accounting or financial expertise.
- The exercise of power by the Audit Committee and independent directors and related matters shall be set forth in accordance with the Securities and Exchange Act, the Regulations Governing the Exercise of Powers by Audit Committees of Public Companies, and the rules and regulations of the TWSE or TPEX.
- Article 28-1 The Company shall establish a remuneration committee, and it is advisable that more than half of the committee members be independent directors. The professional qualifications for the committee members, the exercise of their powers of office, the adoption of the organizational charter, and related matters shall be handled pursuant to the "Regulations Governing the Appointment and Exercise of Powers by the Remuneration Committee of a Company Whose Stock is Listed on the Stock Exchange or Traded Over the Counter."
- Article 28-2 The Company is advised to establish a nomination committee and its organizational charter. It is advisable that a majority of the members of said committee be independent directors and an independent director be its chairman.
- Article 28-3 The Company is advised to establish and announce channels for internal and external whistleblowers and have whistleblower protection mechanisms in place. The unit that handles whistleblower reporting shall be independent, provide encrypted protection for the files furnished by whistleblowers, and appropriately restrict access to such files. It shall also formulate internal operating procedures and incorporate those procedures into the Company's internal control system for management purposes.
- Article 29 To improve the quality of its financial reports, the Company shall establish the position of deputy to its principal accounting officer.

To enhance the professional abilities of the deputy accounting officer referred to in the preceding paragraph, the deputy's continuing education shall proceed following the schedule of the principal accounting officer.

Accounting personnel handling the preparation of financial reports shall also participate in relevant professional development courses for six hours or more each year. Those courses may be the Company's internal training activities or may be professional courses offered by professional development institutions for principal accounting officers.

The Company shall select as its external auditor a professional, responsible, and independent attesting CPA, who shall perform regular reviews of the financial conditions and internal control measures of the Company. With regard to any irregularity or deficiency discovered and disclosed in a timely manner by the auditor during the review, and concrete measures for improvement or prevention suggested by the auditor, the Company shall faithfully implement improvement actions. It is advisable that the Company shall establish channels and mechanisms of communication between the independent directors, the Audit Committee, and the external auditor. It shall also formulate internal operating procedures and incorporate those procedures into the Company's internal control system for management purposes.

The Company shall evaluate the independence and suitability of the CPA engaged by the Company regularly (no less frequently than once annually). In the event that the Company engages the same CPA without replacement for seven years consecutively, or if the CPA is subject to disciplinary action or other circumstances prejudicial to the CPA's independence, the Company shall evaluate the necessity of replacing the CPA and submit its conclusion to the Board of Directors.

#### Article 30

It is advisable that the Company shall engage a professional and competent legal counsel to provide adequate legal consultation services to the Company, or to assist the directors, Audit Committee and the management to improve their knowledge of the law, for the purposes of preventing any infraction of laws or regulations by the Company or its staff and procuring that corporate governance matters proceed pursuant to the relevant legal framework and the prescribed procedures.

When, as a result of performing their lawful duties, directors or the management are involved in litigation or a dispute with shareholders, the Company shall retain a legal counsel to provide assistance as circumstances require.

The Audit Committee or an independent director may retain attorneys-at-law, CPAs or other professionals on behalf of the Company to conduct a necessary audit or provide consultation on matters in relation to the exercise of their powers, at the expense of the Company.

#### Section 4. Rules for the Procedure and Decision-Making Procedures of Board Meetings

#### Article 31

The Board of Directors of the Company shall meet at least once every quarter, or convene a meeting at any time in case of emergency. To convene a board meeting, a meeting notice which specifies the purposes of the meeting shall be sent to each director no later than seven days before the scheduled date. Sufficient meeting materials shall also be prepared and enclosed in the meeting notice. If the meeting materials are deemed inadequate, a director may ask the

unit in charge to provide more information or request a postponement of the meeting with the consent of the Board of Directors.

The Company shall adopt rules of procedure for board meetings, which shall follow the Regulations Governing Procedure for Board of Directors Meetings of Public Companies with regard to the content of deliberations, procedures, matters to be recorded in the meeting minutes, public announcements, and other matters for compliance.

Article 32 The Company's directors shall exercise a high degree of self-discipline. When a director of the Company attending or present at a board meeting, or the juristic person represented thereby, has a stake in a matter under discussion in the meeting, the director shall state the important aspects of the stake in the meeting and, where there is a likelihood that the interests of the Company would be prejudiced, may not participate in the discussion or vote on that proposal, shall recuse himself or herself from any discussion and voting, and may not exercise voting rights as proxy on behalf of another director.

Matters requiring the voluntary recusal of a director shall be clearly set forth in the Rules of Procedure for Board of Directors Meetings.

Article 33 When a board meeting is convened to consider any matter submitted to it pursuant to Article 14-3 of the Securities and Exchange Act, independent directors of the Company, if any, shall attend the board meeting in person, and may not be represented by another non-independent director via proxy. If an independent director expresses any objection or reservation about a matter, it shall be recorded in the board meeting minutes. An independent director intending to express an objection or reservation but unable to attend the meeting in person shall, unless there is some legitimate reason to do otherwise, issue a written opinion in advance, which shall be recorded in the meeting minutes.

Any of the following matters in relation to a resolution passed at a board of directors meeting shall be stated in the meeting minutes and also publicly announced and filed on the MOPS within two hours before the beginning of trading hours on the first business day after the date of the board meeting:

- I. Any matter about which an independent director expresses an objection or reservation that has been included in records or stated in writing.
- II. The matter was not approved by the Audit Committee (if the Company has set up an audit committee), but had the consent of more than two-thirds of all directors.

During a board meeting, managers from relevant departments who are not directors may, in view of the meeting agenda, sit in at the meetings, make reports on the current business conditions of the Company and respond to inquiries raised by the directors. Where necessary, a CPA, legal counsel, or other professional may be invited to sit in at the meetings to assist the directors in understanding the conditions of the Company for the purpose of adopting an appropriate resolution, provided that they shall leave the meeting when deliberation or voting takes place.

Article 34 Staff personnel of the Company attending board meetings shall collect and correctly record the meeting minutes in detail, as well as a summary, the method of resolution, and voting results of all the proposals submitted to the board meeting in accordance with relevant regulations.

The board meeting minutes shall be signed or sealed by the meeting chairperson and minutes taker, and distributed to each director within 20 days after the meeting. The director attendance records shall be made part of the meeting minutes and included in the important files of the Company and retained permanently and properly during the existence of the Company.

Meeting minutes may be produced, distributed, and preserved by electronic means.

The Company shall record on audio or video tape the entire proceedings of the Board of Directors meeting, and preserve the recordings for at least five years, in electronic form or otherwise.

If before the end of the preservation period referred to in the preceding paragraph any litigation arises in connection with a resolution of a board of directors meeting, the relevant audio or video recordings shall continue to be preserved, while the requirements referred to in the preceding paragraph shall not apply.

Where a board of directors meeting is held via video conference, the audio or video recordings of the meeting form a part of the meeting minutes and shall be preserved permanently.

When a resolution of the Board of Directors violates laws, regulations, the Articles of Incorporation, or resolutions adopted in the shareholders' meeting, and thus causes an injury to the Company, dissenting directors whose dissent can be proven by minutes or written statements will not be liable for damages.

#### Article 35

The Company shall submit the following matters to its Board of Directors for discussion:

- I. The Company's business plan.
- II. Annual and semi-annual financial reports, with the exception of semi-annual financial reports which, under relevant laws and regulations, need not be CPA audited and attested.
- III. The internal control system established or amended in accordance with Article 14-1 of the Securities and Exchange Act, and evaluation of the effectiveness of the internal control system.
- IV. The procedures for the acquisition or disposal of assets, derivative transactions, loaning of funds to others, endorsements or guarantees for others stipulated or amended in accordance with Article 36-1 of the Securities and Exchange Act.
- V. Offering, issuance or private placement of equity-type securities.
- VI. Performance assessment and the standard of remuneration of the managerial officers.
- VII. Structure and system of director's remuneration.
- VIII. Appointment and dismissal of financial, accounting or internal auditing officers.
- IX. Donations to related parties or significant donations to non-related parties. However, the public welfare donations for emergency relief due to major natural disasters may be submitted to the next board meeting for ratification.
- X. Matters that should be resolved by the shareholders' meeting or the Board of Directors in accordance with Article 14-3 of the Securities and Exchange Act, other laws and regulations, or the Articles of Association, or major matters as required by the competent authorities.

Except for matters that shall be submitted to the Board of Directors for discussion under the preceding paragraph, when the Board of Directors is in recess, it may delegate the exercise of its power to others in accordance with law, regulations, or its Articles of Incorporation. However, the level of delegation or the content or matters to be delegated shall be clearly specified, and general authorization is not permitted.

Article 36 The Company shall ask the appropriate corporate department or personnel to execute matters pursuant to the Board of Directors' resolutions in a manner consistent with the planned schedule and objectives. It shall also follow up on those matters and faithfully review their implementation.

The Board of Directors shall remain informed of the progress of implementation and receive reports in subsequent meetings to ensure the actual implementation of the Board's management decisions.

#### Section 5. Fiduciary Duty, Duty of Care and Responsibility of Directors

Article 37 Members of the Board of Directors shall faithfully conduct corporate affairs and perform the duty of care of a good administrator. In conducting the affairs of the Company, they shall exercise their powers with a high level of self-discipline and prudence. Unless matters are otherwise reserved by law for approval in shareholders meetings or in the Articles of Incorporation, they shall ensure that all matters are handled according to the resolutions of the Board of Directors.

It is advisable that the Company shall formulate rules and procedures for the Board of Directors performance assessments. Each year, in respect of the Board of Directors and individual directors, it shall conduct regularly scheduled performance assessments through self-assessments or peer-to-peer assessments, and may also do so through outside professional institutions or in any other appropriate manner. A performance assessment of the Board of Directors shall include the following aspects, and appropriate assessment indicators shall be developed in consideration of the Company's needs:

- I. Participation in the operation of the Company;
- II. Improvement of the quality of the Board of Directors' decision making;
- III. Composition and structure of the Board of Directors;
- IV. Election and continuing education of the directors; and
- V. Internal control.

The performance assessments of the board members (self-assessments or peer-to-peer assessments) shall include the following aspects, with appropriate adjustments made on the basis of the Company's needs:

- I. Alignment of the goals and missions of the Company;
- II. Awareness of the duties of a director;
- III. Participation in the operation of the Company;
- IV. Management of internal relationship and communication;
- V. The director's professionalism and continuing education; and
- VI. Internal control.

It is advisable that the Company shall conduct performance assessments of a functional committee, covering the following aspects, with appropriate adjustments made on the basis of the Company's needs:

- I. Participation in the operation of the Company;
- II. Awareness of the duties of the functional committee;
- III. Improvement of quality of decisions made by the functional committee;
- IV. Makeup of the functional committee and election of its members; and
- V. Internal control.

The Company is advised to submit the results of performance assessments to the Board of Directors and use them as reference in determining compensation for individual directors, their nomination and additional office term.

Article 38

It is advisable for the Company to establish a succession plan for the management. The development and implementation of such plan shall be periodically evaluated by the Board of Directors to ensure sustainable operation.

Article 38-1 The Board of Directors is advised to evaluate and monitor the following aspects of the Company's direction of operation and performance in connection with intellectual properties, to ensure that the Company develops an intellectual property regulatory system in accordance with the "Plan-Do-Check-Act" cycle:

- I. Formulate intellectual property regulatory policies, objectives and systems that are associated with the operational strategies.
- II. Develop, implement and maintain on the basis of scale and form regulatory systems governing the procurement, protection, maintenance and utilization of intellectual properties.
- III. Identify and provide the necessary resources sufficient to ensure effective implementation and maintenance of the intellectual property regulatory system.
- IV. Observe internally and externally the risks and opportunities that intellectual property regulation may present and adopt corresponding measures.
- V. Plan for and implement a continuous improvement mechanism to ensure the operation and effects of the intellectual property regulatory regime meet the Company's expectations.

Article 39

If a resolution of the Board of Directors violates law, regulations or the Company's Articles of Incorporation, then at the request of shareholders holding shares continuously for a year or an independent director, or at the notice of the Board of Directors to discontinue the implementation of the resolution, the Board members shall take appropriate measures or discontinue the implementation of such resolution as soon as possible.

Upon discovering a likelihood that the Company would suffer material injury, members of the Board of Directors shall immediately report to the Audit Committee or an independent director member of the Audit Committee in accordance with the preceding paragraph.

Article 40

The Company shall take out directors liability insurance with respect to liabilities resulting from exercising their duties during their terms of office so as to reduce and spread the risk of material harm to the Company and shareholders arising from the wrongdoings or negligence of a director.

The Company shall report the insured amount, coverage, premium rate, and other major contents of the liability insurance it has taken out or renewed for directors, at the next board meeting

Article 41 Members of the Board of Directors are advised to participate in training courses on finance, risk management, business, commerce, accounting, law or corporate social responsibility offered by institutions designated in the Rules Governing Implementation of Continuing Education for Directors and Supervisors of TWSE/TPEX Listed Companies, which cover subjects relating to corporate governance upon becoming directors and throughout their terms of office. They shall also ensure that the Company's employees at all levels will enhance their professionalism and knowledge of the law.

#### Chapter 4 Respecting Stakeholders' Rights

Article 42 The Company shall maintain channels of communication with its banks, other creditors, employees, consumers, suppliers, community, or other stakeholders of the Company, respect and safeguard their legal rights and interests, and designate a stakeholders section on its website.

In the event of any acquisition by the Company's management, please pay attention to the soundness of the Company's future financial structure.

When any of a stakeholder's legal rights or interests is harmed, the Company shall handle the matter in a proper manner and in good faith.

Article 43 The Company shall provide sufficient information to banks and its other creditors to facilitate their evaluation of the operational and financial conditions of the Company and its decision-making process. When any of their legal rights or interest is harmed, the Company shall respond with a responsible attitude and assist creditors in obtaining compensation through proper means.

Article 44 The Company shall establish channels of communication with employees and encourage employees to communicate directly with the management and directors so as to reflect employees' opinions about the management, financial conditions, and material decisions of the Company concerning employee welfare.

Article 45 In developing its normal business and maximizing the shareholders' interest, the Company shall pay attention to consumers' interests and rights, environmental protection of the community, and public welfare activities, and shall give serious regard to the Company's social responsibility.

#### Chapter 5 Improving Information Transparency

##### Section 1. Enhancing Information Disclosure

Article 46 Disclosure of information is a major responsibility of the Company. The Company shall perform its disclosure obligations faithfully in accordance with the relevant laws and regulations, and requirements of the TWSE or TPEX.



The Company is advised to publish and report its annual financial report within two months after the end of a fiscal year, and publish and report its financial reports for the first, second and third quarters as well as its operating status for each month before the specified deadline.

The Company shall establish an Internet-based reporting system for public information, appoint personnel responsible for gathering and disclosing the information, and establish a spokesperson system so as to ensure the proper and timely disclosure of information about decisions that might affect the decisions of shareholders and stakeholders.

Article 47

In order to enhance the accuracy and timeliness of the material information disclosed, the Company shall appoint a spokesperson and deputy spokesperson(s) who understand thoroughly the Company's financial and business conditions and who are capable of coordinating among departments for gathering relevant information and representing the Company in making statements to the public independently.

The Company shall appoint one or more deputy spokespersons who shall represent the Company, when the spokesperson cannot perform his/her duties, in making statements independently, provided that the order of authority is established to avoid any confusion.

In order to implement the spokesperson system, the Company shall unify the process of making external statements. It shall require the management and employees to maintain the confidentiality of financial and operational secrets and prohibit their disclosure of any such information at will.

The Company shall disclose the relevant information immediately whenever there is any change to the position of a spokesperson or deputy spokesperson.

Article 48

In order to keep shareholders and stakeholders fully informed, the Company shall utilize the convenience of the Internet and set up a website containing the information regarding the Company's finances, operations, and corporate governance. It is also advisable for the Company to furnish the financial, corporate governance, and other relevant information in English.

To avoid misleading information, the aforesaid website shall be maintained by specified personnel, and the recorded information shall be accurate, detailed and updated on a timely basis.

Article 49

The Company shall hold an investor conference in compliance with the regulations of the TWSE and TPEX, and shall keep an audio or video record of the meeting. The financial and business information disclosed in the investor conference shall be disclosed on the Market Observation Post System and provided for inquiry through the website established by the Company, or through other channels, in accordance with the requirements of TWSE or TPEX.

Section 2. Disclosure of Information on Corporate Governance

Article 50

The Company shall dedicate a space on its website to disclose and update from time to time the following information regarding corporate governance:

- I. Board of Directors: such as resumes and authorities and responsibilities of the Board members, Board member diversification policy and the implementation thereof.
- II. Functional committees: such as resumes and authorities and responsibilities of members of each functional committee.
- III. Corporate governance bylaws: such as articles of incorporation, rules of procedure for board of directors meetings, charter of each functional committee, and other relevant corporate governance regulations.
- IV. Important corporate governance information: such as information about appointment of chief corporate governance officers.

#### Chapter 6. Supplementary Provisions

- Article 51           The Company shall at all times monitor domestic and international developments in corporate governance as a basis for review and improvement of the Company's own corporate governance mechanism, so as to enhance its effectiveness.
- Article 52           The Principles, and the amendments hereto, shall be implemented after the approval from the Board of Directors.