

Chailease Holding Company Limited

Supplier Corporate Social Responsibility Guidelines

Confidential

Adopted by President on January 27, 2015

Amendment and adopted by President on October 14, 2021

Amendment and adopted by President on December 19, 2022

1. Purpose

Chailease Holding Company Limited (hereinafter referred to as "the Company") has devised the Supplier Corporate Social Responsibility Guidelines in accordance with corporate social responsibilities and in pursuit of sustainable operations. Suppliers to the Company are expected to fulfill their commitments and uphold good ethics, respect labor rights, and pursue sustainable environment targets.

2. Applicable Parties

The Guidelines are applicable to the Company and its subsidiaries. Suppliers are defined as parties who supply products and services to the company.

3. Scope

The scope of the Guidelines includes sustainable development goals on labor, the environment, safety and health, and ethics and management.

4. Items

I. Suppliers shall protect labor rights, ban child labor, and comply with the minimum age of employment of the country when hiring any employees, e.g., students, dispatched labor, and temp workers for effective prevention of underage labor. Suppliers shall also stand against forced labor and ensure humane treatment to all employees in terms of work hours and compensation. Suppliers shall not detain any identity documents or collect security deposits from any employees. When extended working hours are required, suppliers shall first obtain consent from laborers.

II. Suppliers shall establish a management system for the environment or provide sufficient evidence that they have installed pollution prevention and energy conservation measures in compliance with legal regulations to manage hazardous materials, regulate effluents and waste, monitor air pollution, and control materials used in the product.

III. Suppliers shall comply with local labor safety and health regulations to establish emergency response and reporting mechanisms for occupational disasters to perfect the healthcare system for occupational disasters and occupational diseases and reduce the impact of occupational diseases on employees. Set up health and safety protection measures, provide employees with a safe and healthy workplace and offer related health and safety training for employees to prevent occupational disasters, reduce risk factors in the workplace, and thereby prevent incidents or accidents from happening. In addition, suppliers should build mechanisms that can continue to correct risk factors in the workplace, strive to offer a safe and healthy workplace, and guarantee the legal rights of employees.

IV. Suppliers shall conduct themselves with integrity and not seek out unlawful gains. All communication with stakeholders shall be voluntarily disclosed in full. Suppliers shall comply with intellectual property laws and fair trade laws and shall not engage in any illegal market activities such as false advertising. Suppliers shall also protect trade secrets including customer information, technologies, etc. which shall not be leaked to any other third parties.

V. Suppliers shall define corporate responsibilities to the society and the environment and manage specific risks per local regulations and customer demands. Suppliers shall set management performance indicators and assess regularly, offer training for management and employees, conduct internal audits, adjust prevention measures, archive and manage documents, and establish a mechanism for relaying demands to other suppliers.

5. Implementation

Methods by which the company urges suppliers to fulfill their corporate social responsibilities include the following:

- (I) Supplier communication meetings: The company holds supplier communication meetings from time to time to raise awareness of the corporate social responsibility policy. Results can be used to provide a basis for supplier management plans.
- (II) Training and campaigns: The company may provide education and training as needed to help suppliers establish the capabilities to manage and fulfill their corporate social responsibilities.
- (III) Eligibility: Suppliers who engage the company in transactions of NT\$1,000,000 or more for the first time will be required to sign the “Statement of Commitment

to Human Rights, Environmental Sustainability and Integrity” to ensure that they fulfill their corporate social responsibilities.

6. Violations

Before engaging with any suppliers, the Company shall assess suppliers for histories of negative environmental or social impact to prevent business relations with suppliers in violation of the Company's corporate social responsibility policies.

In addition to the preceding paragraph, the Company and suppliers shall respect the corporate social responsibility policies of both parties. If the supplier is in clear violation of any of the preceding articles and has resulted in a clear impact on the environment and society, the Company may immediately terminate or rescind any business relations (including commissions, contracting, procurement, partnerships, contracts, and other commercial activities not mentioned herein).

7. The Guidelines and any subsequent amendments shall be implemented upon approval by the President of the Company.