

人權暨環境永續承諾書

立承諾書人 與東元電機股份有限公司(下稱東元)為商業夥伴，基於維護人性尊嚴與基本人權，並以履行企業社會責任及彰顯優質企業形象，並以經濟、社會與環境生態之平衡、環境永續發展，及誠信經營為企業目標，立承諾書人同意簽立本承諾書予東元並遵循本承諾書所示行為準則、規範政策及其他事項，內容如下：

- 第一條 立承諾書人應遵守勞動基準法及相關法令之規定，保障員工合法權益，尊重國際公認之基本勞動人權原則，包括但不限於禁用未滿16歲以下童工、禁止使用年輕勞工從事危險工作、關懷弱勢族群、消除各種形式之強迫與強制勞動、消除僱傭與就業歧視、禁止侵害原住民之權利等，不得有危害勞工基本權利之情事。
- 第二條 立承諾書人應保障其員工之結社自由與建立集體協商機制。
- 第三條 立承諾書人應確認其雇用政策無性別、種族、年齡、婚姻與家庭狀況等差別待遇、落實報酬、雇用條件、訓練與升遷機會之平等，不得有歧視員工之情形。
- 第四條 立承諾書人應維護與保障員工之人性尊嚴與基本人權。
- 第五條 立承諾書人應使其員工、保全人員定期接受營運相關人權政策的訓練。
- 第六條 立承諾書人之「人力資源政策」應尊重基本勞動人權保障原則，並應建立適當之管理程序及申訴機制。
- 第七條 立承諾書人應遵循環境相關法規及相關之國際準則規範，適切地保護自然環境，並致力於環境永續之目標。
- 第八條 立承諾書人應建立具體環保節能管理程序，有效落實環境永續發展之企業文化，愛護地球、珍惜資源及環保節能。
- 第九條 立承諾書人於營運上應避免污染水、空氣與土地並應盡最大努力減少對人類健康與環境之不利影響，考量成本效益及技術、財務可行下，採行最佳可行的污染防治和控制技術之措施。
- 第十條 立承諾書人應制定採購政策以建立可持續的供應鏈及從事負責任的採購，並應要求及監督其供應商與立承諾書人共同遵循本承諾書。
- 第十一條 立承諾書人應謹守商業倫理及最高誠信標準，並遵循相關公平交易及競爭、反壟斷、反洗錢、反資恐、反貪腐及賄賂、進出口管制及個人資料保護等法令規範。
- 第十二條 立承諾書人願接受東元定期對立承諾書人關於人權、環境保護及本承諾書其他事項之執行所為之檢視及評估，以作為未來是否繼續交易之依據。
- 第十三條 立承諾書人願遵守本身及東元之企業社會責任、誠信經營守則及相關政策、行為準則暨誠信經營行為程序及行為指南、企業社會責任實務守則、防範內線交易之管理、檢舉非法不道德或不誠信行為案件之處理辦法等行為準則及其他類似規範政策，如涉及違反上述行為準則、規範政策或本承諾書其他事項，對供應來源社區之環境與社會造成顯著影響，或涉有不誠信行為經查屬實，同意東元得隨時終止或解除契約。

此致

東元電機股份有限公司

立承諾書人：

代 表 人：

西 元 年 月 日

HUMAN RIGHTS AND ENVIRONMENTAL SUSTAINABILITY COMMITMENT LETTER

The undersigned Promisor, _____, and TECO Electric & Machinery Co., Ltd. (hereinafter referred to as TECO), being business partners, and due to the need to maintain and protect human dignity and human rights, and to fulfill their corporate social responsibility duties and projecting a positive corporate image, and to achieve a balance of economic, social and environmental interests with the goal of sustainable development in the environment, the Promisor hereby undertakes and signs this Commitment letter to TECO and agree to comply with the codes of conduct herein, the regulations and policies, and other relevant rules in accordance with this Commitment letter as follows:

- Article 1. The Promisor shall comply with the Labor Standards Act (Taiwan) and relevant laws to protect the legitimate rights and interests of employees and respect internationally recognized basic principles of human rights, including but not limited to the prohibition of the use of underage workers below 16 years of age, taking care of vulnerable groups, eliminating all forms of coercion and forced labor, eliminating employment discrimination at the workplace, not infringing the rights of indigenous peoples, etc., and shall not harm the basic rights of laborers.
- Article 2. The Promisor of this undertaking shall guarantee the freedom of association of its employees and set up a collective bargaining mechanism.
- Article 3. The Promisor shall confirm that its employment policy forbids discrimination based on gender, race, age, marriage and family status, and offers fair remuneration, terms of employment, training and promotion opportunities and does not discriminate against employees.
- Article 4. The Promisor shall maintain and protect the dignity and basic human rights of employees.
- Article 5. The Promisor shall provide its employees and security personnel with regular training opportunities regarding the human rights policy.
- Article 6. The human resources policy of the Promisor shall respect basic human rights protections and shall establish appropriate management procedures and complaint mechanisms.
- Article 7. The Promisor shall comply with the relevant environmental laws, regulations and international standards, and shall properly protect the natural environment and commit to the goal of environmental sustainability.
- Article 8. The Promisor should set up specific environmental protection and energy management with effective implementation of a corporate culture to promote environmentally sustainable development, love and protect the earth, cherish resources, environmental protection and

energy conservation.

Article 9. The Promisor shall avoid contaminating water, the air and land and shall make every effort to reduce the adverse effects on human health and the environment, taking into account the cost effectiveness, technical and financial viability of adopting the best possible pollution control measures and techniques.

Article 10. The Promisor shall enact procurement policy for establishing sustainable a supply chain and engaging in responsible purchasing behavior, and shall require and supervise its suppliers to jointly comply with this Commitment letter.

Article 11. The Promisor shall abide by the business ethics and the highest integrity standard and shall comply with fair trade and competition, antitrust, anti-money laundering, countering the financing of terrorism, anti-corruption and anti-bribery, import and export control, and personal data protection, and relevant regulations.

Article 12. The Promisor is willing to accept the review and assessment of its human rights and environmental protection policies by TECO, as a requirement for future business and trade.

Article 13. The Promisor is willing to abide by its and TECO's corporate social responsibility policy, Ethical Corporate Management Best Practice Principles and related policies, Procedures for Ethical Management and Guidelines for Conduct, Corporate Social Responsibility Best Practice Principles, Preventing Insider Trading Rules and Major Internal Information Processing Procedures, Bylaws to Report Cases of Illegal and Unethical Conduct, and other relevant or similar regulations. In the event the Promisor breaches any of the above codes of conduct, regulations, policies, or other rules herein, and causes a significant impact to the environment or society, TECO may terminate or revoke the contract at its discretion.

Sincerely,

Promisor name:

For Promisor:

Date: