## 1. Business Focus of the Corporate Governance Officer in 2025

- a. Ensure that the directors of the board get notified at least 7 days before the board meeting, convene the board meeting and provide all relevant meeting materials; and provide advance reminders to directors required to recuse from agenda items; and complete the board meeting minutes within 20 days after the meeting.
- b. Arrange meetings for independent directors and internal auditing and accounting professionals and/or other business units to communicate operational matters, thereby facilitating the independent directors' fulfillment of their responsibilities.
- c. Provide information such as the "Guidance Handbook" for newly-elected directors to assist them in assuming office and complying with applicable laws and regulations; and support directors in completing 6 hours of annual training.
- d. Handle the advance registration of the shareholders meeting date in accordance with the law, prepare meeting notices, meeting handbooks, and meeting records within the statutory time limit(s); and handle changes in the registration of the articles of association or director re-election.
- e. Evaluate the board of directors and functional committees annually in accordance with the "Rules for Evaluation of the Board of Directors" set by the Company, and have an external professional conduct an evaluation at least once every three years.

## 2. Continuing Education of the Corporate Governance Officer

Organization	Course	Date of Course	Hours
Business Council for	2025 CDP Taiwan Conference:		
Sustainable Development	Advancing Climate Disclosure to	2025/06/10	3
Taiwan	Boost Corporate Resilience		
Taiwan Corporate Governance Association	Greenhouse Gas Management &		
	Sustainable Development	2025/07/15-16	9
	Workshop		

Note: The Corporate Governance Officer of the Company took office on 2020/02/14 and shall complete 18 hours of training within one year.