

責任商業聯盟(RBA)行為準則之頒布及施行 Order for Promulgation and Enforcement of Responsible Business Alliance (RBA) Code of Conduct

為健全和完善公司責任商業管理體系，確保符合勞工、健康與安全、環境及道德規範相關要求，履行企業應盡的社會責任，樹立良好的企業形象。根據《RBA（責任商業聯盟）行為準則》，並結合公司的實際情況編制了《RBA 手冊》。公司全體員工必須嚴格執行本手冊和相關文件的規定，各職能部門和全體員工必須認真學習，切實貫徹執行，保證責任商業管理體系的建立、實施和持續改進。

In order to improve and complete Responsibility Business management system of Company, ensure the compliance with relative requirement of legal regulation of labor, health, safety, environment, and code of ethical conduct, corporate social responsibility shall be fulfilled for building positive identity of Company. The “RBA Manual” is developed according to the “Responsible Business Alliance (RBA) Code of Conduct” with the consideration of the reality of Company. All the company’s employees shall strictly implement the regulation in this Manual and relative documents. All functional departments and all employees shall earnestly learn and execute of the Manual to ensure the establishment, implementation and continuous improvement of the Responsibility Business management system.

公司及全體員工應做到：

Company and all employees shall:

1. 積極參與 RBA 責任商業聯盟行為準則管理體系的各項活動，在自己的工作中貫徹 RBA 社會責任、環境、健康與安全方針，為實現公司的責任商業管理目標，持續改進 RBA 管理體系的有效性以及過程能力而努力；

Actively participate in various activities according to the Code of Conduct-Responsible Business Alliance (RBA). Fulfill the requirement of RBA social responsibility, environment, health and safety in the own work. Dedicate to Company objectives of RBA management and continue improvement of the effectiveness and capabilities of the RBA management system.

2. 遵守相關勞工、道德、環境健康與安全法律法規，履行企業社會責任，樹立良好的企業形象；

Abide by relative legal regulation of labor, ethics, health, safety, environment, and code of ethical conduct. Fulfill the corporate social responsibility for building positive identity of Company.

3. 嚴格執程序檔，確保 RBA 管理體系的有效性；

Strictly implement procedures to ensure the effectiveness of RBA management system.

4. 不斷加強相關勞工、道德、環境、健康與安全政策的宣傳，不斷加強環境健康與安全的培訓，提高員工的環境健康安全意識，通過對社會責任風險的識別與評估，避免或減少社會責任違規事件的發生，預防環境健康安全事故，降低企業風險；

Continuously strengthen advocacies related to the policies of labor, ethics, environment, health, and safety; continuously strengthen environmental, health and safety training in order to enhance employees’ awareness; prevent or reduce occurrences of social responsibility violation events by identification and assessment on the risk of social responsibility; prevent environmental, health and safety incidents; and reduce the risks of Company.

5. 《RBA 手冊》是公司責任商業聯盟行為準則管理的綱領性文件，全體員工必須遵照執行，不斷提高公司管理績效。

The “RBA Manual” is a constitutional document of the Responsible Business Alliance (RBA) Code of Conduct. All employees shall comply with and implement to continue improving the management performance of Company.

董事長 Chairman : _____

