

2019

## Chenbro Micom Co., Ltd.



## **About This Report**

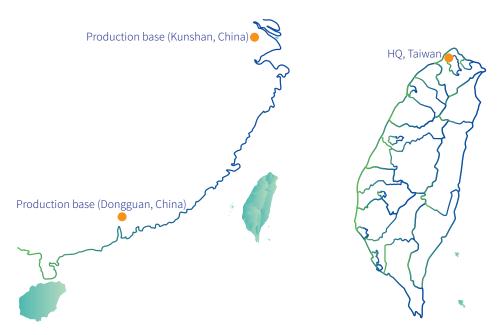
The 2019 Corporate Sustainability Report marks the first corporate sustainability report published by Chenbro Micom Co., Ltd. (the Company or Chenbro). In this report, Chenbro takes an upright, transparent attitude toward disclosing the management approaches to sustainability issues and achievements obtained. In the future, Chenbro will continue communicating with stakeholders about the sustainability issues and take gradual steps to incorporate sustainable development strategies into the operations of departments across the company, so as to achieve the goal of business sustainability.

Over the past 37 years, Chenbro has been intent on delivering rackmount systems, tower servers and PC chassis. We are a key component manufacturer of cloud computing products in high value-added industries. Chenbro braves challenges. For material and forward-looking sustainability issues, current plans and future development goals are stated at the beginning of each chapter to make clear and reinforce Chenbro's road to corporate sustainability and to demonstrate to stakeholders our commitments to sustainability issues and achievements obtained.

This report is published in both Chinese and English and available for downloading on the official website of Chenbro.

#### Boundary and Coverage of This Report

The boundary of this report covers Chenbro's headquarters in Taiwan and production bases in Kunshan and Dongguan, China. As the production base in Taiwan was not yet put into production in 2019, it is excluded from this report.



#### Period of Information Disclosure

The publication of Chenbro's corporate sustainability report is planned on a yearly basis. In this report, the period of information disclosure is 2019 (January 1, 2019 to December 31, 2019). To fully present the achievements obtained in all aspects of sustainability issues in this first report, information on some of the sustainability issues is traced back to 2017 and 2018, including management approaches, key issues, responses and actions taken.

#### Basis for Information Disclosure

Compiled in accordance with the Core option of the Global Reporting Initiative (GRI) G4 Guidelines, this report is yet to be verified by a third-party accreditation body.

#### Forward-looking Statements and Statistics

In this report, some chapters make forward-looking statements about the potential challenges brought by environmental, social and corporate governance (ESG) issues to the Company or their impacts on the Company's future development. As some issues remain uncertain and are susceptible to factors such as policies, laws or international regulations, such forward-looking statements and predictions are made based on the current state of the Company with an aim to acquaint stakeholders with Chenbro's interpretation and perception of sustainability issues. It does not mean that the statements and predictions have immediate impacts on our finances, operations or performances.

The figures appearing in this report are in metric units and compiled and calculated based on the international common standards and standards for calculation. Special calculation methods for related indicators, if any, are noted below the data charts in each chapter.

#### Feedback

If you have any questions about our 2019 Corporate Sustainability Report, please feel free to contact us.

#### **Contact Information:**

Chenbro Micom Co., Ltd.

Tel: +886 8226-5500

E- mail: info@chenbro.com.tw

Address: 19F, No. 558, Zhongyuan Rd., Xinzhuang Dist., New Taipei City

Website: http://www.chenbro.com.tw/



- About This Report 2
- Message from the Chairman 6

0	1/	About Chenbro	
	1.1	Company Profile	9
	1.2	Commitment to Achieving Business Excellence and Sustainability with the Value Chain	9
	1.3	Operational Performance	10
	1.4	Operations and Company Organization	11
	1.5	Future-proofing Research and Development	13
	1.6	Intellectual Property Rights	14
	1.7	Business Ecosystem	15
02	2.1 2.2 2.3 2.4 2.5	Corporate Sustainability Sustainable Development Committee Structure Responsibilities and Goals Stakeholder Identification and Communication Channels Materiality and Topic Boundary Materiality Matrix	17 17 17 17 20 22
0		Responsibility Managemen	
	3.1	Governance Structure and	24
	3.2	Responsibilities Functions of the Board of Directors	25

04	4.1 4.2 4.3 4.4 4.5 4.6	Risk Management  Code of Ethics and Accountability Internal Control and Internal Auditing Human Rights Management and Policy Customer Relationship Management Supplier Sustainability Management Information Security Management	29 29 31 32 32 36
0.	<ul><li>5.1</li><li>5.2</li><li>5.3</li><li>5.4</li><li>5.5</li></ul>	Sustainable Development  Benefits of Energy Conservation and Carbon Reduction Water Management Greenhouse Gas Reduction Waste and Hazardous Substance Management Green Processes Optimization and Green Products Design	40 40 41 41 41
06	5.6  6.1 6.2 6.3 6.4 6.5 6.6	Green Design Process  Happiness at Work  Manpower Structure Talent Attraction and Retention Employee Care and Communication Channels Employee Development and Training Employee Health Management Workplace Quality and Safety	49 51 53 54 55 57

0	7 /	Social Participation	
	7.1	Educational Innovation	61
	7.2	Promotion of Arts and	64
		Culture	
	7.3	Environmental Sustainability	66
	7.4	Social Care	66
	7.5	Maggi Love Share	67

O8 / Appendix
GRI Standards Index 68

## Message from the Chairman

Thank you for reading Chenbro's first corporate sustainability report. In this report, information is disclosed in accordance with the international guidelines and standards for sustainability reporting and yet to be verified by a third-party accreditation body. Chenbro takes an upright, transparent attitude toward presenting to the public and all stakeholders our efforts to fulfill corporate social responsibility, as well as the achievements obtained on our way to business sustainability.

Chenbro has been engaged in main business activities based on the business philosophy of "diligence and sincerity" and core values of "integrity, innovation, altruism, and coprosperity." We also attach great importance to the corporate mission to prosper and give back to the community.

In the face of global climate change, economic disruptions, political upheaval, companies ought to pay more attention to the risk management of sustainability issues in addition to business growth. With rapid changes in the Internet and technological advances, Chenbro always believes that business growth is founded on the sustainable development of society and the environment and has promoted an idea of take caring of the employees, the environment, and society, as well as arts and culture, with concrete actions since incorporation. While expanding our business presence, we weigh the rights and interests of all stakeholders in order to build CSR strategies on our core competency.

Looking to the future, the Company will continue investing more in social participation. This year, the Sustainable Development Committee was established to perfect the corporate governance structure; the idea of green products was reinforced and extended to manufacturing processes and the supplier chain; internal operating procedures were also incorporated with sustainable practices in order to create company value. We are looking forward to fulfilling our corporate social responsibility and corporate citizenship with every step we take and sharing more non-financial information on the actions taken to achieve business sustainability, as well as the achievements obtained.

#### Prospect of Corporate Sustainability

Corporate social responsibility covers a wide range of aspects and topics, including corporate governance, employees, the environment and society. Almost every operational aspect of a company is covered. In my opinion, Chenbro made a just decision to publish the first corporate sustainability report as fulfilling corporate social responsibility is a "right" thing to do. To communicate with the public about the right thing to do, thereby making progress based on the feedback and advice given by stakeholders, strategies must be developed and implemented.



With the top management team's support and middle managers' promotion, every employee of Chenbro is expected to take the following steps to implement corporate social responsibility completely.

Publishing this report is just the beginning. Following the publication of the first corporate sustainability report, we expect internal communication, discussions and implementation in respect of action plans to be carried out through the Sustainable Development Committee; in addition, it is incumbent on us to deliberate how to exert our influence on the supply chain and the industry to create a sustainable mechanism for continuous improvement within and outside the organization. Together, we look forward to making such prospect a reality.



# 01 About Chenbro



Established in 1983

## 1.1 Company Profile

Founded in 1983, Chenbro has been intent on delivering own-brand rackmount systems, tower servers and PC chassis around the world. As the world's leading enclosure solutions provider, Chenbro offers one-stop solutions ranging over custom design, independent research and development, and manufacturing to custom service providers, system integrators, and agents/distributors. With a wealth of research and development, production, marketing, and financial resources in place, we are perfecting our Taiwan-based service network worldwide while continuously extending our business footprint to data centers, industrial computers, artificial intelligence, Internet of Things (IoT), and 5G applications.

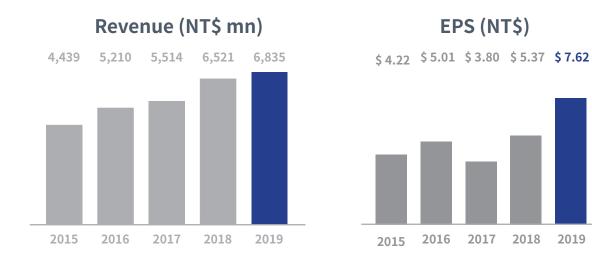
# 1.2 Commitment to Achieving Business Excellence and Sustainability with the Value Chain

Since foundation, Chenbro has been striving for perfection in the main business activities through constantly investing in research and development. While keeping abreast of our clients' marketing and production approaches, we always maintain good relationships with component manufacturers in hopes of achieving co-prosperity together with all partners. After years of hard work, Chenbro has managed to stand firm in an extremely challenging environment.

In the future, we expect to take our integrated enclosure solutions to the next level while resiliently integrating standardized manufacturing into the custom services currently rendered to our clients; in addition to adding value to customer services, we will gradually transform ourselves into a total solution provider for related products and services. In response to the technology trends in flexible production and product differentiation, the Company will continue developing emerging markets and applications and expanding the production lines in both depth and breadth, so as to stay ahead of the market with cuttingedge technology. As to employee development, on-the-job training will be implemented to improve the quality of human resources; Chenbro's business philosophy, vision, and core values will also be highlighted through lean management and accountability. Seeking for global expansion, we will continue strengthening corporate governance and the Board functions to improve the operations and finances, maximize the interests of shareholders, and fulfill our corporate social responsibility. Upholding the business philosophy of "diligence and sincerity" and core values of "integrity, innovation, co-prosperity, and altruism," we are committed to achieving business excellence and sustainability, ultimately making our mark as the "world's leading enclosure solutions provider in the cloud industry."

## 1.3 Operational Performance

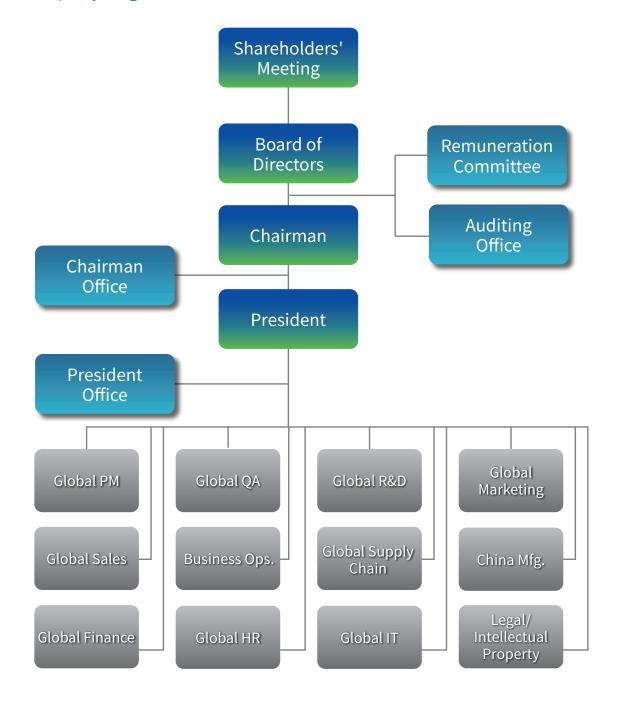
In retrospect of 2019, the industry and the supply chain faced more challenges than ever. Through an all-out effort of our teamwork, we reached annual revenue NT\$6.835 billion and net operating income NT\$1.128 billion, increasing 4.8 percent and 35.8 percent from 2018 respectively and both setting a record high. The relevant financial information is as follows:





## 1.4 Operations and Company Organization

**Company Organization** 



### **Global Operations**







#### **HQ.** Taiwan

- · R&D Center
- · ASIA Hub
- Testing LabRMA Service
- · Sales Service





- R&D Center
- **RMA Service**
- · Sales Service
- · Inovation Center



#### Beijing. China

- · R&D Center
- · RMA Service
- · Sales Service





- · EMEA Hub
- · Technical Support
- · RMA Service
- · Sales Service







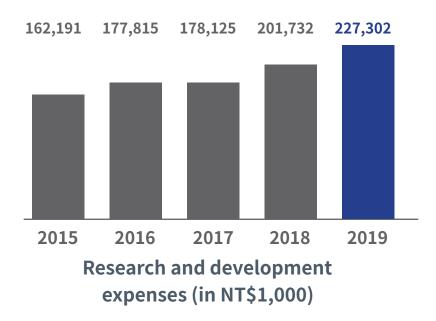


- NA Hub
- · R&D Center
- · Tooling Lab
- · Technical Support
- · RMA Service

## 1.5 Future-proofing Research and Development

Having been a player in the server industry for more than 30 years, Chenbro has adopted a business strategy to expand operations worldwide with the headquarters set up in Taiwan. In recent years, the Company has expanded the R&D center with non-stop R&D and flexible manufacturing capacity for related application markets, including 5G, cloud data center, edging computing, AloT, etc. Apart from new products development and innovative patent breakthrough research, we work with superior alliance partners to provide more comprehensive and stable enclosure solutions by modularization, flexibility, going green with high efficiency. While refining our R&D ability to develop new products, we will pay more attention to our intellectual property rights. By forging cross-industry alliances, we plan to refine the system integration and validation capabilities and pursue the maximization of common parts by modularized design and manufacture flexibility.

The Company also expects to reduce the time frame of product development and validation, which can decrease the cost of mold development to meet the small quantity but diversified market trends and can also save energy and materials used in production. While adding the value of products to maintain corporate competitiveness and community and industrial development, we will address ourselves to delivering more eco-friendly products through the constantly improved process.



## 1.6 Intellectual Property Rights

Intellectual property rights are one of the important outcomes of research and development; therefore, intellectual property (IP) management plays a crucial role in innovation management. Only with excellent IP management can a company stay ahead of the innovation curve.

In response to the market's prospective demand, Chenbro invests a considerable amount of money in research and development in order to seize the decisive opportunity. With proper IP management systems and tools, we make sure that the outcomes of research and development are correctly, completely, and efficiently turned into intellectual property rights (e.g., patents, trademarks and trade secrets) protected by law. Since foundation, Chenbro has accumulated more than 400 patent applications and 380 patent grants worldwide.



### 1.7 Business Ecosystem

#### Partnership-Creating an Inclusive Industry Value Chain

Chenbro treats every employee, client and supplier with respect and attaches great importance to stakeholder engagement. By engaging, working and interacting with all partners, we expect to learn from each other, together creating a significant influence on society.

In addition to facilities and measures that have been established to take care of and support the Company's inclusive value chain, including suppliers, various communication channels are also in place to facilitate communication with our stakeholders. Based on the importance to stakeholders and the impact on the business operations, feedback given by the stakeholders is forwarded to responsible units for handling. More information on how feedback is handled will be disclosed in a corporate sustainability report on a regular basis, and feedback will also be included in the action plans for future improvement.

In response to rapid scaling in business, Chenbro actively recruits competent R&D talents from the locations of the operations. We firmly believe that it is our employees' creativity, talent and enthusiasm that forward the sustainable development of the Company. As Chenbro is constantly growing, we will enhance our innovation capabilities and competitive advantages and continue investing in human capital development. In terms of recruitment, the Company has set up a diversity of channels to recruit outstanding talents in various fields. By creating local job opportunities, we enable our employees to develop cross-cultural perspectives and expertise.

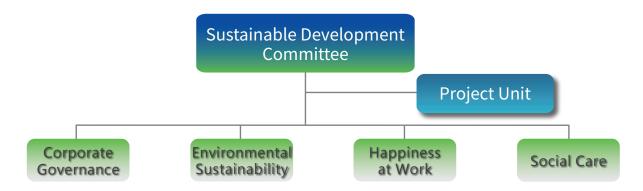
On the part of executive training, a considerable amount of resources have been invested in developing training programs that hone the leadership skills, communication skills, and influence of managerial employees in order to ensure that their knowledge and skills are closely linked to the Company's future development goals and conducive to the innovation capabilities of the Company. In course of training, managerial employees are expected to grow and actualize their full potential and then forward the learning and development of the team members, together creating the fulfilling careers.



## **2** Corporate Sustainability



## 2.1 Sustainable Development Committee Structure



## 2.2 Responsibilities and Goals

Adhering to the core values of "integrity, innovation, altruism, and co-prosperity," Chenbro aims at fulfilling corporate citizenship through sound sustainability management. Centering the attention on the Company's stakeholders, the Sustainable Development Committee has 4 task forces set up to develop strategies for sustainability issues. The Sustainable Development Committee meets at least once every year to review the implementation of related sustainability issues of which each task force is in charge. In the future, the sustainable development goals set by each department every year, as well as material sustainability issues, will be included in the meeting for deliberations; department heads will be authorized to follow up the improvement actions to be taken and submit the annual results to the Board of Directors on a regular basis.

Besides, the ESG Project Unit is responsible for compiling sustainable development results submitted by relevant departments and preparing a corporate sustainability report in accordance with the GRI Standards. The corporate sustainability report is published after being signed by the chair of the Sustainable Development Committee.

## 2.3 Stakeholder Identification and Communication Channels

As a platform to identify major stakeholders and material sustainability issues, the Sustainable Development Committee actively engages with different stakeholders to understand and consider the sustainability issues which they are concerned about. After sustainability issues are identified, they are prioritized and validated for materiality analysis in accordance with the sustainability reporting guidelines under GRI. Based on the results of materiality analysis, a corporate sustainability report is prepared, along with multiple

transparent, effective communication channels, to respond to stakeholders and gain their trust and support in our pursuit of corporate sustainability.

Members on the Sustainable Development Committee and the assessment team's representatives conduct the preliminary identification of material issues in accordance with the GRI G4 Guidelines; in reference to the five dimensions of the AA1000 Stakeholder

	Employees	Customers	Suppliers
Material Issues	<ul> <li>Corporate governance and corporate image</li> <li>Risk management</li> <li>R&amp;D innovation and application</li> <li>Product quality and safety</li> <li>Waste management</li> <li>Talent development and training</li> <li>Integrity and compliance</li> <li>Information security and personal information protection</li> <li>Human rights and anti-child labor</li> <li>Occupational safety and health</li> <li>Talent attraction and retention</li> <li>Labor relations and friendly workplace</li> </ul>	<ul> <li>Corporate image</li> <li>Raw material management</li> <li>Supply chain management</li> <li>Risk management</li> <li>Customer relationship management</li> <li>R&amp;D innovation and application</li> <li>Product quality and safety</li> <li>Waste management</li> <li>Integrity and compliance</li> <li>Information security and personal information protection</li> <li>Human rights and anti-child labor</li> <li>Corporate governance and operations</li> <li>Green product design</li> <li>Occupational safety and health</li> </ul>	<ul> <li>Corporate image</li> <li>Raw material management</li> <li>Water management</li> <li>Supply chain management</li> <li>Risk management</li> <li>Product quality and safety</li> <li>Integrity and compliance</li> <li>Information security and personal information protection</li> <li>Human rights and anti-child labor</li> <li>Green product design</li> </ul>
Communication Channels and Methods of Response	Contact: hrp@chenbro.com     "Work Rules," which specifies the compensation for and insurance against occupational accidents and is available on the intranet for employees' reference     Unscheduled meetings for employee-supervisor communication and scheduled performance evaluation meetings     Newsletters distributed across the group     Regular internal training, as well as external training and on-the-job training on demand     Annual free health checkups and consultations for employees     Employee Welfare Committee	<ul> <li>Contact: info@chenbro.com</li> <li>Dedicated units set up to serve different outlets and customers in different regions</li> <li>Subsidiaries established in the U.S., Europe, and China (Shanghai and Beijing), in addition to Taipei HQ, to provide localized services</li> <li>Quarterly business review (QBR)</li> <li>Unscheduled technology forums and international exhibitions</li> <li>Compliance with customers' requirements and inspections in relation to products, the environment and responsibility, as well as implementation of preventive and corrective measures</li> </ul>	Contact: scm@chenbro.com     Annual supplier/contractor audits     "Green Policy," "Environment Policy" and "ELCC Policy" formulated to ensure that raw materials meet international regulations, government directives, and customers' requirements

Engagement Standard (AA1000 SES), namely, dependency, responsibility, tension, influence, and diverse perspective, they have further identified employees, customers, suppliers, investors, communities, media, and government agencies as the Company's stakeholders.

Investors	Communities	Media	Government Agencies
<ul> <li>Corporate governance and operations</li> <li>Corporate image</li> <li>Supply chain management</li> <li>Risk management</li> <li>R&amp;D innovation and application</li> <li>Integrity and compliance</li> <li>Information security and personal information protection</li> <li>Human rights and anti-child labor</li> </ul>	Community engagement and social care     Water management     Risk management     Product quality and safety     Waste management     Greenhouse gas and energy management     Integrity and compliance     Information security and personal information protection     Human rights and anti-child labor	<ul> <li>Community engagement and social care</li> <li>Corporate image</li> <li>Integrity and compliance</li> <li>Corporate governance and operations</li> </ul>	Community engagement and social care Corporate image Water management Risk management Greenhouse gas and energy management Integrity and compliance Human rights and anti-child labor Occupational safety and health Labor relations and friendly workplace
<ul> <li>Full-time investor relations officers in place</li> <li>Contact: ir@chenbro.com</li> <li>Shareholders' meetings</li> <li>Quarterly investor conferences held to announce the quarterly financial statements and business performances</li> <li>Announcement of material information on the Market Observation Post System (MOPS) of Taiwan Stock Exchange Corporation and the company website</li> <li>Contact information, including e-mail and phone number, made available on the company website to facilitate communication</li> <li>Unscheduled face-to-face meetings and telephone conferences with institutional investors at home and abroad</li> </ul>	<ul> <li>Full-time corporate social responsibility officers in place</li> <li>Contact: csr@chenbro.com</li> <li>CSR section set up on the company website to disclose CSR activities</li> <li>Grievance channels and a whistle-blower protection system set up to report unethical conduct to an independent unit in charge, which is responsible to keep reported information confidential and protect whistle-blowers (contact: chenbrolegal@chenbro. com)</li> </ul>	Hotline and     e-mail of an     dedicated unit	Hotline and e-mail of an dedicated unit     Periodical corporate governance evaluations

### 2.4 Materiality and Topic Boundary

In accordance with the GRI G4 Guidelines and the AA1000 SES, members on the Sustainable Development Committee and the assessment team's representatives conduct a materiality analysis through identification, prioritization and validation to identify material sustainability issues of the Company.

We convene the meetings of the members on the Sustainable Development Committee to validate the potential impacts of these material issues within and outside the organization (i.e., positive or negative impacts on the economy, the environment and society) based on internal considerations, the industry outlook, industry practices, and stakeholders' opinions.

#### Identification

In accordance with the GRI G4 Guidelines, Chenbro conducts a materiality analysis of sustainability issues with the three steps as follows:

Sustainability issues in relation to Chenbro are listed based on the internal considerations such as the Moral Behavior Guidelines and medium-term and long-term business philosophy and strategies. The source of issues is mainly considerations listed in the GRI G4 Guidelines and in reference to external considerations such as government agencies' requirements, ISO 9001, and customers' requirements. A total of 20 material issues have been identified in the first disclosure.

#### Prioritization

Incorporating corporate sustainability issues into the daily operations is the Company's aim of promoting sustainable development. Chenbro examines the impacts of material issues on the operations and considers and takes into account the importance of these issues to stakeholders at the same time. The Sustainable Development Committee led by the Chairman is responsible for convening meetings of department representatives to collect and discuss relevant opinions. Then, the Chairman and c-suite executives work together to determine the materiality of issues by weighing their impact on the operations. Next, continuous improvement activities/plans for the material issues are listed based on the lean management cycle to draw a roadmap for corporate sustainability.



#### Validation

After reviewing the results of the materiality analysis, the Sustainable Development Committee has validated 20 material sustainability issues and formulated the long-term goals, strategies and action plans accordingly. In reference to the GRI Standards, we have also identified 20 material topics in relation to the Company and disclosed the relevant information, data and management approaches in this report as the basis for continuous improvement.

Internal and External Considerations	02 Identification	03 Validation
<ul> <li>Moral Behavior Guidelines</li> <li>Medium-term and long-term business philosophy and strategies</li> <li>Departmental development strategies and plans</li> <li>GRI G4/ISO 9001</li> <li>Government agencies' requirements</li> <li>Customers' requirements</li> <li>External opinions given to departments (suppliers, investors and other stakeholders)</li> </ul>	operations	Validate material issues

#### Steps:

#### Internal considerations:

- Moral Behavior Guidelines
- Medium-term and long-term business philosophy and strategies
- Departmental development strategies and plans

#### External considerations:

Basis and source of considerations

- External opinions given to departments (suppliers, investors and other stakeholders)
- Government agencies' requirements
- GRI G4
- ISO 9001
- Customers' requirements
- Importance of sustainability issues to stakeholders
- Impact of sustainability issues on the operations

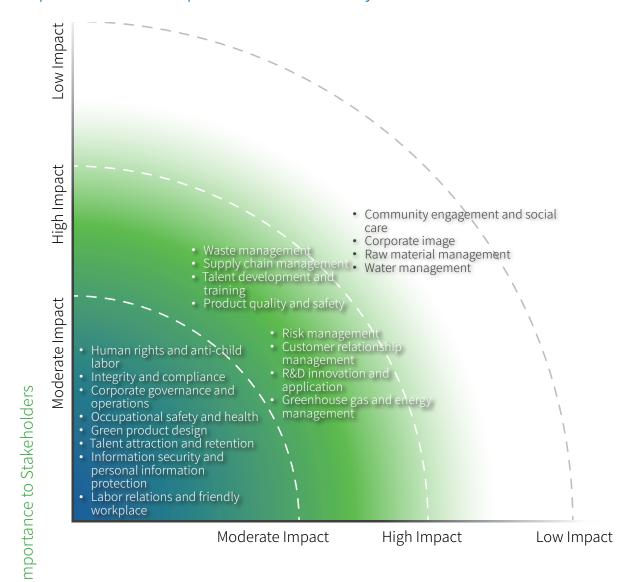
#### Meetings of department representatives:

Collect and discuss relevant opinions

List continuous improvement activities/plans based on the lean management cycle

## 2.5 Materiality Matrix

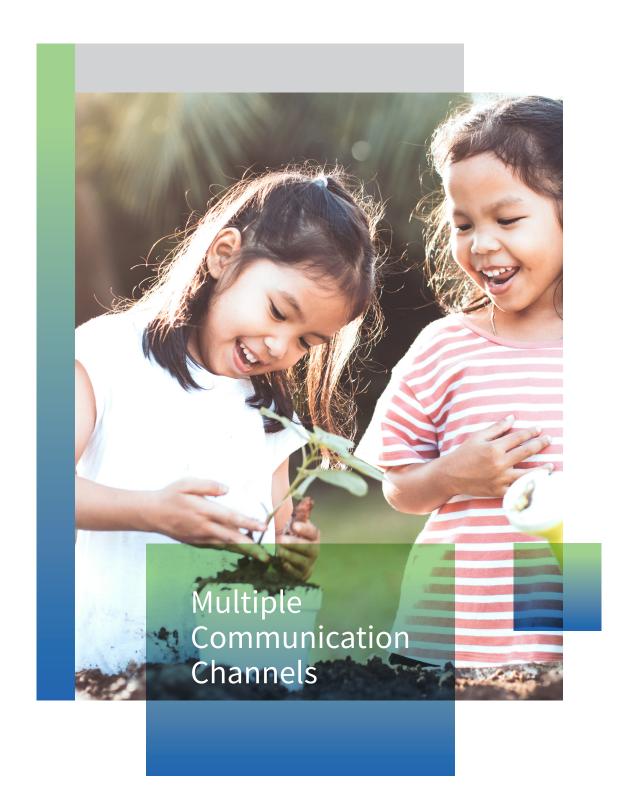
#### Importance and Impact of Sustainability Issues



Impact on the Operations

(The first disclosure of material issues included community engagement and social care, corporate image, raw material management, water management, supply chain management, risk management, customer relationship management, R&D innovation and application, product quality and safety, waste management, greenhouse gas and energy management, talent development and training, integrity and compliance, information security and personal information protection, human rights and anti-child labor, corporate governance and operations, green product design, occupational safety and health, talent attraction and retention, and labor relations and friendly workplace.)

## Responsibility Management



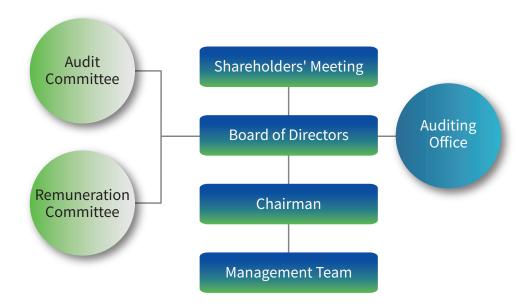
## 3.1 Governance Structure and Responsibilities

#### Codes of Corporate Governance

In accordance with the Company Act, the Securities and Exchange Act, and other laws and regulations of the Republic of China, the Company has formulated the "Corporate Governance Best-Practice Principles," "Moral Behavior Guidelines," "Code of Integrity," and "Code of Corporate Social Responsibility" as the bases for implementing corporate governance. Chenbro has been intent on improving the governance structure to enhance the Board structure and responsibilities, protect the rights and interests of stakeholders, and achieve the long-term viability with excellence in governance.

#### Governance Structure

In accordance with the Articles of Incorporation, the Company has 9 directors, including 4 independent directors, for a three-year term. Directors may be reelected. The Chairman is elected by the Board of Directors. The Chairman of the Board represents the Company and is responsible for the overall management of the Company. The Company is required to purchase director liability insurance within the scope of responsibilities assumed by the Board of Directors. The tenure of the 14th-term Board of Directors starts on June 23, 2020 and ends on June 22, 2023. In accordance with Articles 14-6 and 14-4 of the Securities and Exchange Act, the Company established the Remuneration Committee and the Auditing Committee respectively. The Audit Committee and the Remuneration Committee are composed of all independent directors. Shareholders decide on the Board of Directors, including independent directors, by vote. The governance structure of the Company is as follows:



### 3.2 Functions of the Board of Directors

#### Members of Board of Directors

At Chenbro, the Board of Directors consists of 9 members with a great breadth of experience in business, academia, legal profession and accounting. Among them, 4 members are independent directors, accounting for 44% of total directors. Given the Company's business operations, operating dynamics, and the diversity of the Board, 3 directors are female, accounting for 30% of total directors.



#### Operations of the Board of Directors

#### **Election of Directors**

To ensure the effective operations of the Board of Directors and further protect the rights and interests of all shareholders, the Company maintains corporate governance in compliance with relevant laws and regulations. The Board members are elected through voting by shareholders during the general meetings and may be re-elected. In accordance with Article 192-1 of the Company Act, the Company adopts a candidates nomination system for the election of directors, which is specified in the Articles of Incorporation. In the general meetings, directors, including independent directors, are elected by shareholders from the list of candidates.

There is no gender discrimination or restriction in terms of the nomination of the Board members. The responsibilities of the Board members cover supervising, appointing and guiding the management team, and being in charge of the Company's operations to maximize the shareholders' equity.

#### **Board Responsibilities**

The Board of Directors' primary duty is to supervise the operating performance, avoid conflict of interests, and ensure compliance with relevant laws and regulations, financial transparency, and timely disclosure of material information. Chenbro's Board of Directors strives to perform these responsibilities through the Audit Committee, Remuneration Committee, and internal audits. Chenbro's management team reports to the Board on a variety of subjects on a quarterly basis, including business/financial performances, internal audits, business plans, procedures for making significant financial/business decisions, appointment and dismissal of executives and financial, accounting, corporate governance or internal audit officers, or other material matters that require approval in general meetings of shareholdings or the Board meetings or that are required by authorities in charge. Chenbro's management team has maintained a healthy and functional communication with the Board of Directors, and has been committed to managing the business according to the Board's instructions to achieve the best interests for shareholders.

#### **Implementation of Board Diversity**

Article 20 of the Company's Corporate Governance Best-Practice Principles stipulates the following:

The Company's Board of Directors shall be responsible for the shareholders' meetings. For various work and arrangement of the Company's governance system, the authority of the Board of Directors shall be fully exercised according to relevant laws and regulations, the Articles of Incorporation, or resolutions of shareholders' meetings. The structure of the Company's Board of Directors shall be determined by choosing an appropriate number of the Board members, not less than 5, in consideration of the Company's business scale, the shareholdings of major shareholders, and practical operational needs.

The composition of the Board of Directors shall be determined by taking diversity into consideration and formulating an appropriate policy on diversity based on the Company's business operations, operating dynamics, and development needs. It is advisable that the policy include, without being limited to, the following two general standards:

- 1. Basic requirements and values: gender, age, nationality, and culture.
- 2. 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:

- (1) Ability to make operational judgments.
- (2) Ability to perform accounting and financial analysis.
- (3) Ability to conduct management administration.
- (4) Ability to conduct crisis management.
- (5) Knowledge of the industry.
- (6) An international market perspective.
- (7) Ability to lead.
- (8) Ability to make policy decisions.

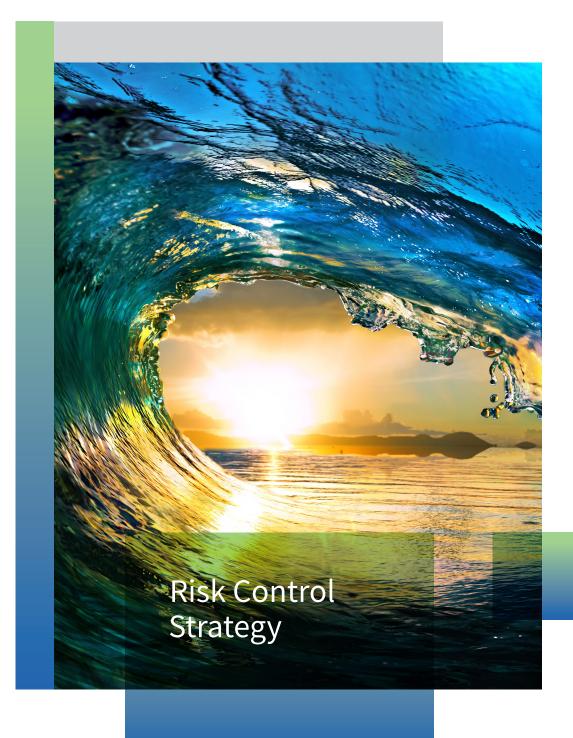
#### **Remuneration Committee**

The Remuneration Committee was established on July 11, 2011. The Remuneration Committee assists the Board in discharging its responsibilities related to Chenbro's compensation and benefits policies, plans and programs, as well as the compensation of the Board members and executives. The compensation of Chenbro's Board members and the bonuses of employees are set aside according to the annual operational performances and the percentage set out in the Articles of Incorporation and paid according to the methods set by the Board. The remaining compensation is given out according to the overall operational performances, the salary standards of listed companies, and market survey reports issued by professional consulting firms and in consideration of the Company's overall financial and operational risks. Chenbro's Remuneration Committee consists of all 3 independent directors. Based on the organizational rules, the Remuneration Committee shall hold general meetings at least twice a year.

#### **Audit Committee**

In accordance with the Securities and Exchange Act, Chenbro established the Audit Committee in place of supervisors. The main function of the Audit Committee is to supervise the following matters: fair presentation of the Company's financial statements; appointment (and dismissal), independence, and performance of certificated public accountants; effective implementation of the Company's internal control system; compliance with relevant laws and regulations; and management of the Company's existing or potential risks. The tenure of the 1st-term Audit Committee starts on June 23, 2020 and ends on June 22, 2023. The Audit Committee assists in maintaining the quality and integrity of the Board of Directors in monitoring the Company's accounting, audit, financial reporting procedures and financial controls. Chenbro's Audit Committee is comprised of all 4 independent directors. Based on the organizational rules, the Audit Committee shall hold general meetings at least once every quarter, and may hold extraordinary meetings as needed.

# Risk Management



## 4.1 Code of Ethics and Accountability

Chenbro is committed to building a sound corporate governance system, practicing business ethics, and abiding by the laws and regulations of the operations.

Since foundation, Chenbro has been intent on establishing the corporate cultures of integrity and accountability. In recent years, we have internalized the cultures of integrity and accountability in the day-to-day operations and procedures. Maintaining high ethical standards and sound corporate governance is at the heart of Chenbro, and we strive to conduct business in a socially responsible and honest manner to meet the long-term interests of the Company and all relevant stakeholders. To establish good behavior patterns and help stakeholders better understand the ethical standards of the Company, the Moral Behavior Guidelines is formulated in accordance with the "Guidelines for the Adoption of Codes of Ethical Conduct for TWSE/GTSM Listed Companies."

#### Company-wide Risk Management

At Chenbro, the purpose of enterprise risk management is to maintain shareholder and stakeholder values. We carry out detailed evaluations of uncertainties in the day-to-day operations and set up corresponding mechanisms to address risks and opportunities arising from such uncertainties, thereby increasing shareholder and stakeholder values.

Chenbro takes business ethics and work ethics seriously. In accordance with Article 8 of the "Regulations Governing Establishment of Internal Control Systems by Public Companies," the internal code of ethics specifies the "management of the prevention of insider trading." In addition, training on the code of ethics is provided for new recruits and incumbent executives on a regular basis. Despite the COVID-19 pandemic, we managed to organize online and offline training simultaneously for more than 200 employees at the headquarters on April 24, 2020.

## 4.2 Internal Control and Internal Auditing

In addition to an Audit Committee under the jurisdiction of the Board of Directors monitoring the control over the Company's existing or potential risks, Chenbro has established an independent internal audit unit. The internal audit unit is tasked to supervise the control and completion of the annual audit plan, report to the members of the Board of Directors, and track continued improvements.

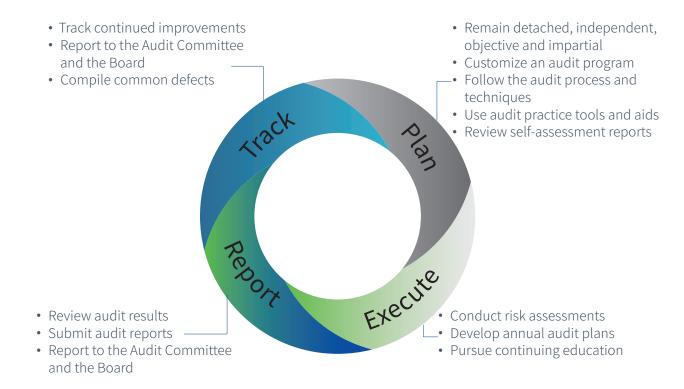
The Auditing Office under the jurisdiction of the Board of Directors is an internal control unit. The Auditing Office is responsible for assisting the Board of Directors and executives

in inspecting and reviewing the effect of the internal control system, effectiveness and efficiency of operations, and reliability, timeliness, transparency, and regulatory compliance of reporting. The Auditing Office also makes timely recommendations for improvements to ensure the sustained operating effectiveness of the internal control system and to provide a basis for review and correction. Our internal auditors are detached, independent, objective and impartial when performing their duties. The Company qualifies internal auditors according to the authority's requirements. Every year, our internal auditors pursue continuing education and attend internal audit training held by institutions recognized by the authority in charge to improve their auditing quality and competence.

The Auditing Office is responsible for developing annual audit plans that center on key risks and in-depth audits, allocating audit resources effectively, and updating the Board of Directors and executives on the operations of the internal control system. Coming at the existing defects or potential risks of the Company, the executives takes effective steps to help the Company and subsidiaries improve the internal control system, risk management and corporate governance in a timely manner. In addition to reporting audit results in the meetings of the independent directors on the Audit Committee on a regular basis, the internal audit officer attends the Board meetings to present audit reports. Every month, audit reports and follow-up reports are e-mailed by the Auditing Office to independent directors for review; the Auditing Office tracks continued improvements based on the instructions and opinions given by the independent directors on the Audit Committee and makes a collective report within the given time limit.

Every year, the Auditing Office is tasked to review the self-assessment reports submitted by the Company and subsidiaries and follow up on the correction of any defects and irregularities found in the internal control system. Based on such findings, the Board and the President arrive at the overall effectiveness of the internal control system and issue an internal control system statement. In line with the Company's business goals and strategies, the Auditing Office continues to improve internal auditors' professionalism and competence, integrate audit resources, and enhance the content and quality of audit reports in hopes of bettering the value and effect of internal audits.

#### Internal Audit Process



## 4.3 Human Rights Management and Policy

Chenbro always adheres to relevant laws and regulations in all business activities. To ensure regulatory compliance, we will keep abreast of any domestic and foreign policies and laws relevant to the business processes and build a culture of "compliance first" across the operations.

For the protection and promotion of human rights, Chenbro has a human rights policy in place to regulate the protection of human rights. We also expect our suppliers and partners to uphold this policy to protect human rights together. In the future, Chenbro will support and respect international standards, including the "UN Universal Declaration of Human Rights," the first and second principles of "UN Global Compact," "UN Guiding Principles on Business and Human Rights," and "ILO Declaration of Fundamental Principles and Rights at Work," as well as relevant local laws and regulations; we will also implement human rights protection by joining the "Responsible Business Alliance (RBA)."

#### **Human Rights Governance**

To adequately manage human rights issues arising from the operations at home and abroad, Chenbro implements risk management across the organization. Risk management results are collated and submitted to the task forces under the Sustainable Development Committee, which then reports to the management team in regular meetings. Employee and operation-related human rights issues are managed by HR using the risk-based approach (RBA). On community and environment-related human rights issues, each operation implements environmental monitoring and surveys local communities to identify human rights risks. For suppliers, the "Supply Chain Management Team" conducts supplier sustainability assessments to identify human rights risks.

## 4.4 Customer Relationship Management

"Strict adherence to contractual obligations and confidentiality" is a long-term commitment Chenbro makes to all customers. All information we provide for our customers is subject to clear policies and a strict internal control system. In addition to technical data, hardware and software, information related to customers' patents and other intellectual property rights is incorporated into our internal control system. We enter into confidentiality agreements with all customers and suppliers in advance to maintain the absolute security of all confidential information of our corporate customers. The Company will further implement the information security management policy to secure customers' information in depth and breadth in hopes of perfecting customer relationship management and customer satisfaction.

## 4.5 Supplier Sustainability Management

Chenbro expects a long-term partnership with every supplier, so as to create a sustainable, mutually beneficial value chain. We also aim to continue advancing in quality, technology, work environment, and human rights together with our suppliers. Upholding the principle of sustainable development, the Company will place more importance on the suppliers' environmental, social and governance (ESG) practices to push suppliers to promote sustainable development.

In addition to policies and goals and concrete action plans that have been in place to further supplier sustainability management, Chenbro is committed to implementing the Responsible Business Alliance (RBA) Code of Conduct with a focus on making positive social and environmental changes. We also follow the relevant legislation and responsibility to ensure that working conditions are safe, employees are treated with dignity and respect, and the environment is properly protected.

In the supplier management process, we also require that 100% of our suppliers should sign the confidentiality agreements pertaining to cooperation and procurement.

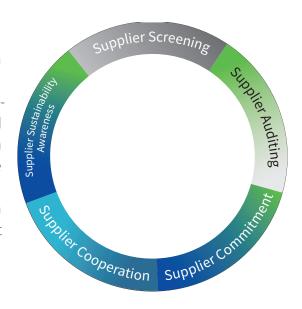
#### Purpose of Supply Chain Management

#### **Purpose:**

Suppliers are a vital factor for the sustainable development of Chenbro. As compliance with relevant laws and regulations is the basis for sound supplier management, we keep an eye on the labor rights, environmental practices, and safety and health of our suppliers as the control points to build a sustainable supplier relationship.

#### Strategies:

- Implement the Company's Supply Chain Management Policy
- 2. Strengthen the management of conflictfree minerals, ensuring that no restricted substances or substances of very high concern under the REACH and SVHC are used
- 3. Promote a green supply chain, creating a business model eyeing a clean environment in cooperation with all suppliers



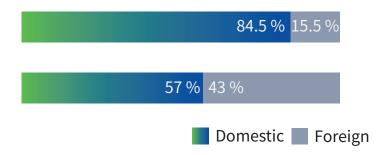
#### Supplier Risk Management

Chenbro assesses the suppliers' economic, environmental and social risks as follows:

#### **Economic Aspect Social Aspect Environmental Aspect** (Delivery time and quality, oligopoly, etc.) waste and air pollution, etc.) Steel Wire rods Wire rods Printed circuit boards Printed circuit boards • Slide rails Power Fans Power Steel

#### Local Procurement

At Chenbro, local procurement is one of our key procurement strategies. Through local procurement, we ensure the stable operations of our business, accelerate production, and minimize greenhouse gas (GHG) emissions from transportation, in addition to promoting the local economy. In the future, we will disclosure the percentage of local suppliers used by the headquarters and branches.



#### Procurement of Conflict-free Minerals

Chenbro is responsible to ensure that materials used in our products are not obtained from conflict minerals.

Also, we follow the "Conflict-Free Smelter (CFS)" program developed by the Electronic Industry Citizenship Coalition (EICC) and the Global e-Sustainability Initiative (GeSI). We verify the responsible sourcing of minerals not mined in the Democratic Republic of the Congo or by illegal armed groups in neighboring countries, so as to avoid human rights violations and environmental destruction. To make responsible procurement a reality, we have drawn up the "Conflict-Free Smelter (CFS) Statement" and require that all suppliers should sign the statement in addition to complying with the Restriction of Hazardous Substances in Electrical and Electronic Equipment (ROHS).

#### Sustainable Packaging

To implement green procurement, Chenbro requires that all suppliers should sign the "Green Procurement Statement," undertaking to use reusable packaging to reduce waste and environmental impacts and to provide eco-friendly logistics.

#### Human Rights Policy for Suppliers

Chenbro has formulated the "Supplier Code of Conduct," which requires that suppliers should avoid any form of unfair labor practice and make sure that their employees meet the legal working age requirement. Suppliers are also required to comply with local laws and regulations in reference to the "UN Guiding Principles on Business and Human Rights," "ILO Declaration of Fundamental Principles and Rights at Work" and "UN Universal Declaration of Human Rights."

In the future, the Company will move further to ask suppliers to have their suppliers comply with the same standards that are binding on them; in addition, we will incorporate requirements for safety & health management in the written agreements with all contractors to clearly define contractor obligation and responsibility, and assess all the risks in the work environment, including those from dangerous machines, so as to have proactive control and eliminate potential hazards. We will also set up a system for on-site patrols and inspections. On-site inspections and audits are conducted, on a regular basis and from time to time, for the precautions, records of safety and health training, and all safety requirements to be met before, during and after the use of machines, tools and equipment, so as to create and add the value of a sustainable supplier chain.



## 4.6 Information Security Management

Chenbro attaches great importance to information security. In addition to the Information Security Management Policy, the Company has set up relevant regulations and operating procedures for maintaining information security. In the past, there was no information security incidents that caused business interruptions or major losses to customers. The following describes potential operational risks the Company faces and how we take effective steps to control them and ensure information security. We implement the Information Security Management Policy to securely manage customers' information as an ongoing concern, thereby increasing customer trust and rendering service in a safer and more efficient manner.

#### Information Security Management Policy

#### Information Security Management

Constantly review

changes

## information security risks

• Ensure that information practices comply with information security standards and regulations

arising from operational

 Ensure that the operating environment meets modern information security standards

#### Compliance

- · Review the risks of data exchange and make timely adjustments
- Disclose risks and solutions on a regular basis
- Audit and disclose noncompliance matters on a regular basis

#### Technology Application

• Review the current information security structure on a regular basis and make timely adjustments within the scope of regulatory compliance and costs



#### Information Security Management Cycle

- · Establish an information security organization
- · Draw up an information security policy
- Develop an information security management plan
- Plan Act • Improve internal operating procedures Check · Create solutions
- · Assess information security risks
  - Check procedures for handling information security incidents
  - Promote the information security
  - Organize information security training

Information Security Organization in Charge of Overseeing the Operating Environment



#### **Chief Information** Officer (Commander)

Make an overall plan for information security management; oversee and manage information security risks



#### Auditing

Audit progress in accordance with the information security management guidelines



#### **Policy Making**

Draw up an information security policy; assess and disclose information security risks



#### Execution

Execute the information security policy



#### **Incident Handling**

Initiate the recovery process in case of information security incidents to ensure the normal operations of the organization and systems

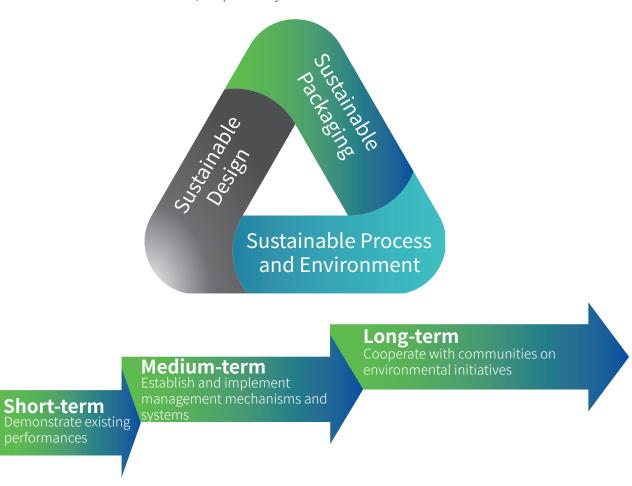
# § Sustainable Development



Chenbro complies with environmental laws and regulations to meet international trends and customers' requirements. We are fully aware that manufacturing processes may have impacts on the environment. Although our manufacturing process does not directly impact the local environment, we are adamant in reducing the overall impacts of manufacturing processes in the supply chain. Together with all suppliers, the Company aims to protect the environment as a responsible corporate citizen.

On our environmental agenda, we will gradually introduce the concept of "green processes," which comprises sustainable process and environment, sustainable design, and sustainable packaging, and take concrete action to mitigate the operational impacts on the environment.

Chenbro will continue advancing on the short-term, medium-term, and long-term sustainable development goals by demonstrating existing performances, establishing and implementing management mechanisms and systems, and cooperating with communities on environmental initiatives, respectively.



## 5.1 Benefits of Energy Conservation and Carbon Reduction

#### **Energy Management**

With mounting environmental impacts and risks arising from climate change, Chenbro is committed to creating a low-carbon manufacturing process by increasing energy efficiency to mitigate the impact of the process on the environment. For climate-related impacts, we also conduct climate risk management and adaptation throughout the process. An idea of going green is incorporated into product design with fewer raw materials and packaging used; we also use energy more efficiently during production and cut down on GHG emissions from transportation in hopes of achieving creating a sustainable environment. The prospects of the cloud industry are brightening. As one of the suppliers in the cloud industry, Chenbro strives to exert positive influence on the environment by manufacturing green products that are used in new business models, life, work, study, travel and more. Our green products help users reduce carbon footprints and save energy, gradually shifting them to a smarter and lower-carbon work and life model.

#### **Electricity Consumption**

Chenbro understands that as one of the most pressing global risks today, climate change plays a decisive role in the development of a market. In the face of the uncertainty of climate change and the low-carbon transformation of the global energy system, we center our attention on creating and leading low-carbon solutions in order to pursue business performances in an energy-efficient, climate-resilient, and cost-effective way. In the future, we expect to extend this low-carbon practice to every operation.

Year	Total Electricity Consumed (kWh)	Total Electricity Consumption/Total Shipments	Total Electricity Consumption/Turnover
2018	13,610,368	7.33	208.4%
2019	13,970,896	8.53	204.4%

### 5.2 Water Management

The Company does not draw water in conservation areas. Water used in our operations is solely supplied by local water companies. As shown in table below, total water consumption from 2018 to 2019 increased with the expansion of operations. As equipment was put into production in 2019, water consumption in 2019 increased from 2018.

Year	Tons of Water Consumption Converted	Tons of Water Recycled	Percentage of Recycled Water	Total Water Consumption/ Total Shipments	Total Water Consumption/ Turnover
2018	131952	10700	8.1%	7.106%	2.020%
2019	166136	11800	7.1%	10.142%	2.431%

### 5.3 Greenhouse Gas Reduction

During production, energy consumption increases as the number of products manufactured increases, which in turn generates greenhouse gases. As a corporate citizen, Chenbro is well aware of the impact of greenhouse gases on global climate change, and is taking concrete action to reduce GHG emissions in the manufacturing process. Since 2019, our operations in Kunshan and Dongguan, China, have implemented the "Energy Management System" and "Energy Saving Initiatives." In addition to optimizing the energy management system, we have taken concrete steps to reduce energy consumption and increase energy efficiency. In the future, Chenbro expects to cut down on hazardous substances and packaging by enhancing supply chain management and green design.

Year	GHG Emission Factor (including CO2, CH4 and N20 emissions)	Ratio of Emissions Coverage to Operation (%)*
2019	12,455.07	0.182%

### 5.4 Waste and Hazardous Substance Management

In accordance with laws and regulations, the Company entrusts qualified waste disposal companies to dispose of waste properly; in addition, we pay inspection visits to waste disposal companies from time to time and make sure that waste is properly disposed of on-site. At our operations, periodic inspections on waste storage and staging areas are conducted according to the inspection schedule. For non-compliance matters, improvements should be made within the given time limit. To build an effective management and evaluation mechanism, we also have an environment, health, and safety (EHS) self-assessment sheet drawn up for use in the EHS audits.

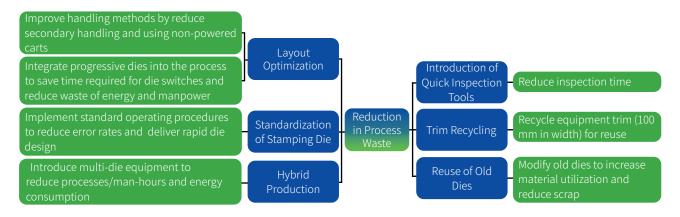
ltem	Unit	2018	2019	2020
				As of today
Total Waste Reused	Ton	848.85	744.91	447.08
Waste-to-energy through Incineration (Non-reusable Solid Waste)	Ton	106.95	95.9	80.9
Hazardous Waste	Ton	6.38	8.05	7.525

### 5.5 Green Processes Optimization and **Green Products Design**

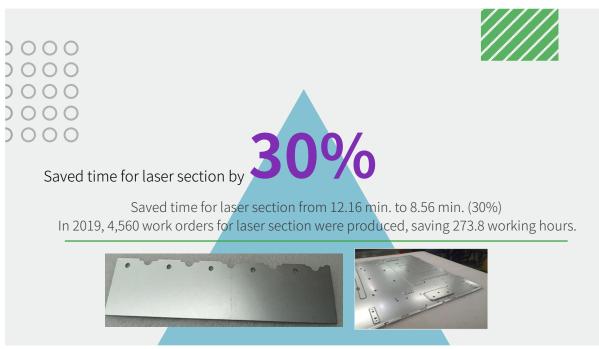
#### **Green Processes Optimization**

As a corporate citizen, Chenbro endeavors to introduce more CSR practices in the aspect of environmental sustainability step by step while improving the performances of main business activities.

In every operation, we are constantly taking steps to perfect the green processes, including increasing production with reduced working hours and streamlined processes to reduce water and electricity consumption indirectly and increasing material utilization to reduce waste.



#### Achievements:







Standardized stamping dies by

Shortened height-limiting column/positioning column from 34 min. to 24 min.







0000 0000

Increased material utilization by

Estimated materials recycled: 15,000 KG/year







A total of 2,225 KG of trim from 143 dies was recycled. Recycled materials are estimated to be 15,000 KG/year, increasing material utilization by 17%. Hybrid production has saved 25,232 KG of materials. While suppliers optimize their processes, the Company optimizes the design process at the same time. The handling time has been reduced by 132 hours/month.

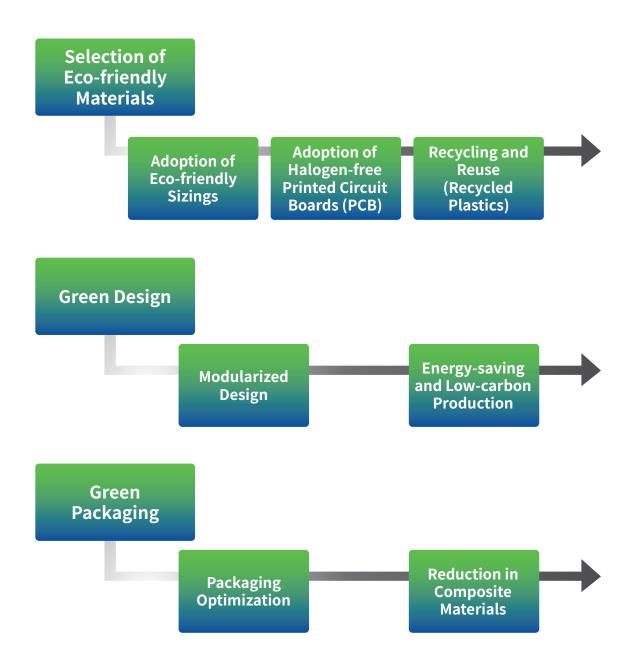
#### Green Products Design

At Chenbro, modularized design and manufacturing flexibility are the center of our research and development strategies. We strive to pursue the maximization of common parts to decrease customers' development costs and raw materials used during production; apart from the systematical integration of existing products, a concept of green design is also adopted to reduce hazardous substances, raw materials, and energy used, creating products that are easy to assemble, disassemble and recycle. Together with our suppliers, the Company is committed to delivering green products with an aim to become the customers' best partner in a low-carbon, eco-friendly and sustainable value chain.

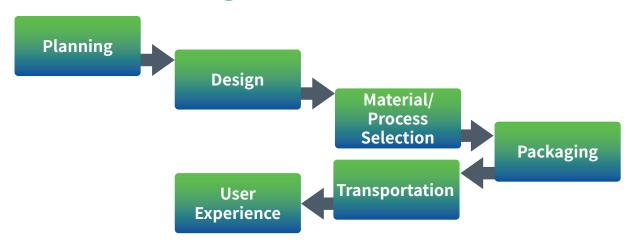
#### **Eco-friendly Product Strategies**

- Adopt modularized design to arrive at the maximization of common parts and flexible adjustment and scaling, which streamlines the process and extends the service life of products
- Adopt eco-friendly design based on environmental laws and regulations and customers' requirements to reduce energy and materials used
- ◆ Set up a production management system, including operating procedures for environmental management, to manage waste and energy generated from the production and reduce their environmental impacts





### **5.6 Green Design Process**



Product Category	Green Design	Designs and Benefits
Servers	Material/process selection Green design Packaging optimization	<ul> <li>Introduce modularized design to arrive at flexible scaling and compatibility of functional modules, improve product performance, and shorten development time</li> <li>Cut down on the number of new parts developed to reduce raw materials, energy, and water used during die making and wastewater, waste air and waste generated at the end of production, thereby mitigating their environmental impacts effectively</li> <li>Streamline processes to reduce raw materials, energy, and water used during production and wastewater, waste air and waste generated at the end of production, thereby mitigating their environmental impacts effectively</li> <li>Introduce eco-friendly materials to plastic parts to improve recyclability and material decomposition</li> <li>Print user manuals electronically in place of mylar</li> <li>Introduce packaging compatibility to reduce material preparation and procurement costs, transportation costs and fuel consumption</li> <li>Optimize the size of packaging to increase the total number of container loads</li> </ul>
Server PCBA	Green design	◆ Adopt halogen-free PCBs to reduce low loss on PCBA and improve the transmission of the High Speed signal





#### Achievements:

- 2,129 employees, with female employees accounting for 36.26%, and 43 female managerial employees
- Total training hours increasing from 12,571 hours in 2018 to 28,148 hours in 2019, a 124% increase, and total training expenses increasing from NT\$7.72 million in 2018 to NT\$19.84 million in 2019, a 157% increase



Chenbro believes that it is our employees' development and devotion that keeps the Company growing and innovating. We are committed to providing a safe, healthy and quality work environment that promotes the workforce diversity and human rights. Chenbro will continue investing in talent development and training to help employees accomplish fulfilling careers and make the Company's high-skilled and experienced human capital. We value human rights and gender equality and are committed to providing and maintaining a friendly, safe and healthy workplace that improves employees' efficiency and productivity at work.

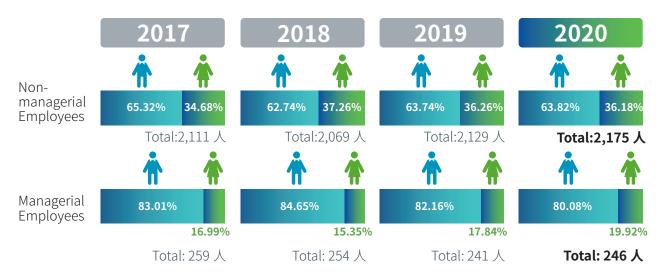
The Company has established an inclusive recruitment policy that promotes diversity and prohibits discrimination against any employee or job applicant on the basis of gender, race, class, language, ideology, religion, political party, nationality, birthplace, sexual orientation, age, marriage, etc. We have also formulated regulations to ensure compliance with the Act of Gender Equality in Employment.

### 6.1 Manpower Structure

In 2019, the Company had 2,129 employees worldwide, of which direct labor accounted for 54% and indirect labor accounted for 46%. Over the years, Chenbro has been actively recruiting like-minded talents from all over the world, especially in research and development, sales and marketing, and branding. As of 2019, female employees accounted for about 36.26% of total employees, and 43 female managerial employees accounted for about 20% of total managerial employees.

We provide a premium workplace, competitive remuneration, a developed learning environment and safe working conditions, and spare no effort to cultivate new graduates. Of total employees in 2019, employees under below 30, 30~50, and above 50 accounted for 34.48%, 63.08%, and 2.44% respectively.

#### Number of Employees at Different Levels by Gender from 2017 to 2020



#### Number of Employees by Age from 2017 to 2020



#### Anti-discrimination and Anti-harassment

At Chenbro, workforce internationalization and diversity is one of the factors that lead to happiness at work. We uphold the principle of equality and anti-discrimination when treating multicultural employees. We provide equal and fair employment opportunities and never discriminate on the basis of race, gender, age, disability, religion, ethnicity or any other characteristics protected by relevant laws.

#### No Child Labor

Chenbro strictly prohibits the employment of underage workers at all operations and suppliers around the world. When hiring employees, we require age certificates and ensure compliance with local labor laws.

### 6.2 Talent Attraction and Retention

Employees are the key to Chenbro's success. Like-minded professionals are welcome to come on board and grow with us. At Chenbro, employees are treated as not only business partners but family members. Employees work together to create a happy work environment and deliver quality products and services. Our values are built on mutual trust, mutual respect, and mutual sharing. In addition to monthly pay, our employees do all they can to pursue a sense of accomplishment after hard work.

The Company also offers a solid stage for employees to grow, advance and shine. Chenbro strives to develop and reinforce employees' expertise, originality, and positive attitude toward work. Our employees are always grateful and treat each other sincerely in line with the Company's philosophy (Hope, Health and Happy, 3H). This core value has a positive effect on everyone at Chenbro. We hope to create a dynamic, happy and friendly team, more importantly, a topnotch team.

In terms of recruitment and employment policies, Chenbro recruits competent professionals or those with potential through fair and open channels. The Company also participates in recruitment campaigns organized by the Bureau of Labor or employment service stations and employs people based on their expertise and work experience.

As a member of the GOLF (Gap of Learning & Field), Chenbro offers internship programs to assist students in bridging a gap between learning and field practice and getting ready to enter the workplace. The Company also supports and encourages employees to pursue continuing education and grants them a scholarship.

To help new recruits adapt themselves to the workplace quickly and get a good hold of all skills required to perform their work, Chenbro has drawn up a comprehensive training plan after thorough deliberations. New recruits are primed with company information such as company history/milestones, management systems, and products to ensure that they have a comprehensive understanding of the Company. Hands-on practice is also arranged to amplify new employees' experience and learning, allowing them to master skills required for their work as soon as possible.

To retain talents with potential, we endeavor to build a friendly work environment that promotes and values work-life balance, provides training opportunities, and encourages job rotations. In such a competitive workplace, we push our employees to continuously advance and make their careers at Chenbro.

#### Employee Benefits at Chenbro:

- (A) People-oriented work environment and management systems:
  - (a) Flexible working hours
  - (b) Gender equality and equal opportunities
  - (c) Periodic cultural activities and art lectures to ignite imagination and learning
  - (d) Complete promotion plan
- (B) Multiple benefits:
  - (a) Scholarships, birthday cash gifts, and three Chinese festival bonuses
  - (b) Employees annual travel
  - (c) Employee bonuses
  - (d) Health checkups
  - (e) Benefit credits for movie tickets, books, SPA and others
  - (f) Employee stock ownership trust
- (C) Excellent learning channels:
  - (a) Excellent pre-service and on-the-job training that helps get the best out of
  - (b) A wealth of in-depth learning resources, including employee learning meetings and daily newsletters, and management weeklies
  - (c) Scholarships for EMBA
- (D) Sound labor system:
  - (a) Complete labor insurance and medical insurance plan
  - (b) Comprehensive pension system
  - (c) Employee Welfare Committee

## 6.3 Employee Care and Communication Channels

Chenbro has an Employee Welfare Committee in place. Welfare expenditures are allocated according to law, and 0.5% of the employees' salaries is allocated for organizing employee welfare activities across the organization, including festival bonuses (three Chinese festivals, Women's Day and Father's Day), wedding and funeral subsidies, birthday cash gifts, hospital allowances, employee travel, and tickets for arts and cultural activities. At Chenbro, employees embrace a 3H lifestyle (Happy, Health and Hope); that is, our employees take a healthy, happy and hopeful attitude toward both their lives and work. We are attentive to details, which can be seen in our employees' work or products or services delivered to our customers, and address ourselves to providing the employees a happy workplace that promotes a sense of achievement at work, family harmony, and social welfare.

Committed to building mutual trust between labor and management, the Company pays attention to unimpeded internal communication. We hold labor and management meetings every quarter and keep records to track problems and improvements. At present, there are 10 members on the Company's 4th-term Labor-Management Committee, including 3 female members.

Chenbro attaches great importance to issues such as corporate cultures of integrity and transparency and sound corporate governance. In addition to periodic meetings, employees are welcome to express their opinions through various communication channels. In accordance with the Code of Integrity and the Corporate Governance Best-Practice Principles, the Company has set up a whistle-blower protection system, including dedicated reporting channels (e-mail and hotline). Investigations into reported cases are conducted in private. In operations, plant directors' e-mails, feedback boxes, and WeChat groups for general service inquiries are in place for employees to express their opinions or give advice, thereby realizing labor-management harmony. Moreover, a general staff meeting is held at least once every three months as a platform to facilitate two-way communication. In the general staff meeting, employee representatives have an opportunity to formulate and review the Company's important rules and issues in relation to employee benefits, including regulations for employee rewards and disciplinary actions, year-end bonus schemes, and welfare expenditures. Opinions gleaned from employees are regularly communicated and discussed in the meeting to enhance labor-management harmony and maintain labor rights.

### 6.4 Employee Development and Training

Talent development is the cornerstone of business sustainability. According to employees' job descriptions, performance evaluation results and career development plans, Chenbro provides a wealth of learning resources and development channels, including orientation training, specialty training, work instructions, and internal transfers, to develop employees' professionalism, experience and international competitiveness. Training categories are detailed as follows:

- 1. Orientation
- 2. Specialties: R&D, marketing, finance, and information technology
- 3. Management skills: elementary, intermediate and advanced management skills
- 4. General education: company values, customer satisfaction, occupational safety and health, and functional training
- 5. Project-oriented training: institutional technology workshops, seminars, and technology forums
- 6. External training: external technology seminars and skills training (with allowances granted)
- 7. Self-development: e-learning and EMBA (with scholarships granted)

In orientation training, the Company encourages new recruits to show themselves and participate in company activities. Through weeklies and sharing sessions, new employees understand and get the best out of themselves and learn leadership, inter-departmental communication and team building skills.

In employee training of different levels and functions, we have also designed a variety of learning programs to increase employees' job knowledge and skills, including know-how, future-proof technology and industry trends in various fields. As training is highly linked to work, employees are primed with the latest and true knowledge to advance. Total training hours increasing from 12,571 hours in 2018 to 28,148 hours in 2019, a 124% increase, and total training expenses increasing from NT\$7.72 million in 2018 to NT\$19.84 million in 2019, a 157% increase.

Chenbro continuously instills corporate values in employees through various learning channels. Employees are trained to reach the sustainable development goals and are equipped with an ability to improve the organizational dynamics and cohesion, thereby shaping a healthy and harmonious work environment. Qualified employees are expected to take over the management of the Company after 5 to 10 years of training.

Training-related Indicator	Unit	2018 年	2019 年
Total Training Expenses	NT\$1 million	7.72	19.84
Total Training Hours	Hour	12,571	28,148
Total Training Expenses/ Total Revenue	% (rounded to the second decimal place)	0.22%	0.29%
Total Training Expenses/ Total Employees	NT\$/person	NTD \$ 40,647	NTD \$ 98,706

### **6.5 Employee Health Management**

In addition to maintaining health and boosting the spirit, employees get close together through sports, which can have a positive impact on cohesion and performances at work. At Chenbro, employees' psychological well-being comes first in the management of a happy workplace. We have been actively creating a sports culture, which in turn builds rapport between the employees and their families and business partners.

Occupational safety and health is of great significance to Chenbro. We take various measures to take care of our employees' health. Employees are encouraged to take part in sporting activities. The Company allocates an annual budget of NT\$1 million for sporting activities, including sports clubs such as baseball club, badminton club, golf club, and cycling club, with an aim to make sports part of everyday life and a culture at Chenbro. The Company also promotes team building (sports competition) and other employee welfare activities organized by the Employee Welfare Committee every year.

Aiming at creating a friendly workplace that values employees' hard work and well-being, the Company regularly invites qualified physicians and nurses to conduct annual health checkups with various options, provide health information, and give medical advice based on employees' health reports.



The annual health checkups include the following categories: general examination (height, weight, blood pressure, pulse, respiration and body temperature), body composition analysis (body fat, muscle and water), systemic physical examination and assessment, eye examination (vision, intraocular pressure and color blindness), hearing examination, MRI for cancer, ultrafast-low-dose computed tomography, painless gastrointestinal endoscopy, high-resolution color-Doppler ultrasound, anti-aging test, electrocardiogram, X-ray, cervical cancer screening, urine test, routine blood test, blood sugar test, blood fat test, test for kidney disease, liver function and gallbladder tests, hepatitis screening, thyroid function test, and blood test for tumor markers.







### 6.6 Workplace Quality and Safety

The "Work Rules" formulated by Chenbro specifies compensation for and insurance against occupational disasters, and is made available on the intranet for employees' reference.

#### 1. Workplace

At Chenbro, providing employees a comfortable and happy workplace has been our top priority. In 2020, the Company will move to the new headquarters in Xinzhuang. When hardware and software equipment is introduced, convenience and intelligent approaches are taken into account to ensure the health of our employees.

#### 2. Workplace safety and protective measures

- (1) The Company has strict access control. Employees have to use identification cards to enter the office to protect office security. The Company's office has a 24-hour monitoring system and emergency call buttons. We have signed a contract with the security company to maintain office security.
- (2) To maintain employees' safety and health and promote safety and health practices, the Company has appointed one labor safety and health business executive, one fire management officer, and several first responders.
- (3) According to the Company's Labor Safety and Health Work Rules, water dispensers are maintained every three months. Water is tested for the presence of E. coli to ensure the health of employees.

#### 3. Indoor air quality and ventilation equipment

- (1) An appropriate workspace is arranged to give every employee enough space for work.
- (2) A smoke-free policy is in place.







- (3) Photocopiers and fax machines are placed in separate locations.
- (4) The ventilation system is maintained and regularly cleaned every year, including the shafts and filter nets.
- (5) An appropriate room temperature is set to increase the frequency of air circulation.
- (6) The carbon dioxide concentration in the office is regularly inspected every six months to maintain the health of employees.

#### 4. Lighting

- (1) LED lighting is installed with filters to reduce eye discomfort.
- (2) Non-reflective materials for the wall, floor, and furniture are adopted.
- (3) Lighting in the workplace is regularly inspected and maintained every six months to ensure sufficient lighting for work.

#### 5. Mitigating physical discomfort of computer users

- (1) Ergonomic chairs are used for employees to work in the most comfortable position.
- (2) Daily stretching time is set to reduce physical discomfort caused by prolonged sittings.
- (3) The Company provides large computer screens and screen supports for employees who use computers for a long time, creating a comfortable work environment.

#### 6. Fire alarm safety

- (1) The Company engages professional companies to carry out the security inspection every two years in accordance with the Regulations for Inspecting and Reporting Buildings Public Security. The Company commissions professional organizations to inspect the fire safety facilities every year as required by the Fire Services Act.
- (2) Fire equipment placement and escape route maps are provided in the office, and clear signs are set up along the road to indicate the route to leave the building.
- (3) Inspected fire extinguishers and fire suppression systems are placed in the office. The maintenance and inspection of fire extinguishers is carried out every three months to ensure their effectiveness. Fire safety seminars and drills are organized every six months. Fire declarations are also made according to law.
- (4) New recruits are required to attend orientation and fire drills to learn the fire equipment and related information about escape routes.
- (5) Qualified electricians are retained to try and calculate enough power sockets to avoid fire caused by excessive power load.
- (6) Electrical equipment is inspected from time to time to ensure the safe use of electrical appliances. If there are any faults in the electrical equipment, they should be reported immediately.

#### 7. Environmental safety monitoring in operations

Chenbro is committed to reducing workplace hazards to ensure the safety and health of employees. Action plans are implemented based on the management policies to achieve the goal of continuous improvement and reduced occupational disasters.

The Company takes system and source management seriously. At present, the plant in Kunshan, China has obtained the ISO45001 certification, and takes the initiative in monitoring operational risks every year to improve operational safety. In the future, we will gradually implement the certification of operations in other regions.

#### 8. Hazard identification, risk assessment, and incident investigation

In strict compliance with local laws and regulations and the requirement for the ISO 45001 certification, the Company conducts risk assessments to make zero accidents/ disasters a reality. The plant directors are responsible for approving the hazard identification and risk assessment practices; they hold safety and health meetings on a regular basis to review the applicability of hazard identification and risk assessment practices based on internal and external audit results, and make adjustments a timely manner.

#### 9. Prevention of occupational injuries and diseases

To effectively prevent occupational diseases and disasters, Chenbro has set up an environmental safety team in each operation, and conducts internal/external audits to supervise the EHS practices plant-wide. Each department of a plant is equipped with first responders and first aid kits to provide necessary emergency medical services immediately in case of an emergency.



## **Social Participation**



As a corporate citizen, Chenbro pursues product quality and business development while actively engaging in philanthropic activities and environmental initiatives. Our philanthropic activities continue to center on education and promotion of arts and culture in rural areas.

Since foundation, Chenbro has braved constant challenges. We are striving to transform us from a profit-seeking enterprise into a more responsible corporate citizen; that is, we are shouldering more responsibilities for completing the true missions of a company, including creating values for customers, shareholders and employees and making the world a better place.



### 7.1 Educational Innovation

## 131 elementary schools 360 volunteers, 2,600 hours, 380,000 participants, NT\$42 million worth of sponsorship

#### "Yunlin Arts and Culture Promotion Project"

Since 2013, Chenbro has promoted the "Yunlin Art Light-up Project," "Yunlin Arts and Culture Alternative Program," "Yunlin Tech Wonderland", and "Yunlin Classical Music House" organized by AAEON Foundation, which has already invested NT\$9 million; Chenbro and Chen-Source Inc. have donated NT\$20 million and urged more than 300 employees and their families to volunteer for the good cause.

There have been more than 131 schools, with 7,780 teaching activities held, participating since the first year, with a grand total of over 388,7466 teachers and students involved. These teaching activities had 4 themes, namely, "World Picture Book & Illustration Touring Exhibition," "e-School Picture Book," "Art Is Fun Touring Theater," and "Taipei Art Discovery Tour." The purpose of these activities was to encourage students in rural areas to think outside the box through art, so as to ignite their creativity and imagination.

#### **Yunlin Arts and Culture Alternative Program**

To continue the spirit of the "Yunlin Art Light-up Project," Chenbro has launched and supported the "Yunlin Arts and Culture Alternative Program" since 2016. In this program, we introduced more art resources to high-performing schools within the scope of the project. The works of outstanding Taiwanese artists were exhibited through Fervor Taiwan; a drawing competition, "Draw Your Hometown," was also organized. Through reconnaissance, students had an opportunity to draw and present their works on stage, thereby increasing a sense of identification with their hometown and the local cultural awareness.

#### **Yunlin Tech Wonderland**

Chenbro has been very concerned about the digital gap between urban and rural areas besides lack of art resources. Since 2018, Chenbro has supported the "Yunlin Tech Wonderland" in cooperation with 5 technology education foundations. We introduced technology education resources into schools, including 5 life technology exhibitions, DIY courses, and a 3-day technology tour, to broaden students' horizons.

#### **Yunlin Classical Music House**

In 2019, Chenbro launch the "Yunlin Classical Music House" in cooperation with the AAEON Foundation again to promote musical education in rural schools. Five elementary schools (Zhennan, Dongshi, Huanan, Yunlin, and Zhenxi) were invited to participate in this program. The theme of this program was a classical music house, where the exhibition of woodwind, brass, string, keyboard, and percussion instruments was integrated with music guide, flash mob concert, concert tour, and music exploration to enlarge the students' vision and music experience.

#### **Three Peking Opera Classes in the Tribe**

To relieve the pain and incomprehension of suffering children in remote villages in Eastern Taiwan through group power, Principal Cheng from Taoyuan Elementary School floated the "Confidence and Courage Program," where a series of study, exploration, and programs were designed by teachers to help children regain their confidence and courage to take on themselves and learn how to solve problems. In addition to sponsoring this program, Chenbro teamed up with the Youth Party of the Contemporary Legend Theatre to teach students Peking opera. We also entertained the students to the theatre's performance, "Dang Kou Zhi," at National Kaohsiung Center for the Arts (Weiwuying), so that they could learn more about the culture and allure of Peking opera.

#### **A Platform for Public Interest Projects**

Since 2013, Chenbro has donated NT\$2 million to the Alliance Cultural Foundation every year to empower young indigenous peoples to achieve business sustainability in Eastern Taiwan. As of 2019, the Chairman and the Company have donated NT\$13.1 million together to promote the "Junyi Education Program" launched by Stanley Yen. This program focused on the "employment and entrepreneurship plan" and the "talent training program," with action plans centering 4 main areas of development, namely, experiential tourism, business advisory, arts and culture, and education. Through this program, students in Hualien and Taitung had an opportunity to learn in a proper environment and have a better future.





### 7.2 Promotion of Arts and Culture

### Supporting the Establishment of the Youth Party by the Contemporary Legend Theatre

In 2016, Chairman Maggi Chen became acquainted with Wu, Hsing-Kuo and his wife, Lin, Hsiu-Wei, at Contemporary Legend Theatre and had an opportunity to better understand the beauty of Peking opera. Realizing that there is a generation gap in Peking opera, Maggi started to sponsor the Youth Party of the Contemporary Legend Theatre in the same year. As of 2019, the Chairman and the Company have donated NT\$7.55 million together to preserve cultural heritage.

### Supporting the Contemporary Legend Theatre's Annual Performance: Dang Kou Zhi

Wu, Hsing-Kuo, Chang, Ta-Chun and Chou, Hua-Chien teamed up once again to perform the "Dang Kou Zhi" from 72 to 120 episodes of the Water Margin in a creatively way. Wu, Hsing-Kuo led a group of young actors with an average age of 22 to perform the "Water Margin 108 III - Dang Kou Zhi" across Taiwan. In addition to subscribing for 684 tickets for NT\$800,000, Chenbro called on employees to purchase tickets and disseminate the performance to associations and organizations online and via Maggi Love Share. The performance was a success at the box office.

### Contemporary Peking Opera Camp: Aesthetics, Appreciation of Art, Apprenticeship and Practice

In 2019, Chenbro donated NT\$450,000 to 3 Peking opera camps organized by the Contemporary Legend Theatre to preserve cultural heritage and beauty of Peking opera for the coming generations. We invited our employees, the Taiwan Women on Boards Association (WOB), and Elegant Leader in Ma-chinery Industry (TMBA elimi) to join the events. A total of 26 business representatives, 7 representatives from foundations and arts and cultural organizations, and 24 employees of ours turned up for the events and interacted with performers. Besides better appreciation of art, they realized that continuous support for these artists with unwavering perseverance would be vital to their creation and performance that can be passed down to the coming generations.







### 7.3 Environmental Sustainability

#### **Art Creation Competition**

Circular economy is a positive cycle created by collective efforts. From materials, manufacturing processes to packaging, one should has this idea of circular economy, so that products produced will be valuable and conducive to customers and the entire environment. The power of regeneration can be of vital importance. In 2019, Chenbro held an art creation competition in our two plants in China. Contestants used waste to create artworks, which were displayed in the plants to promote the concepts of zero waste and source reduction. In course of creation, contestants had an opportunity to take their time to think how to reduce environmental costs and create works in an eco-friendly way.

### 7.5 Social Care

#### "Note of Dream" Picture Book Subscription

For patients with motor neuron disorders (MND), what we do easily in our daily life is simply impossible. To raise funds for patients with MND, Chenbro took the lead to subscribe to 3,000 books issued by the Taiwan Motor Neuron Disease Association for NT\$614,000. Director of International Affairs Kiki from the Taiwan Motor Neuron Disease Association was also invited to give a speech at Chenbro and our 5 affiliates and the "Yunlin Art Lightup Project" party and distribute the picture book. More than 360 participants turned up for this event. The purpose of this event was to increase people's awareness and care for patients with MND and encourage them to do what's meaningful.



### 7.6 Maggi Love Share

In December 2013, Chenbro set up a public welfare website, "Maggi Love Share" (www. maggiloveshare.com). Maggi Love Share gathers information on philanthropic activities we have participated and our volunteers' feedback, including written words, photos and videos. Through the Internet, we share such information to friends and business partners, letting more people know and even join us in philanthropic activities. This website aims to exert the positive influence of "sharing" happiness brought by making donations or volunteering.

Maggi Love Share has been set up for 7 years. It publishes 3 e-newsletters every month, with a total of 244 e-newsletters having been published so far. With more than 200,000 visits, the website has constantly received feedback from readers, which is a positive benefit of being a public platform. Chenbro will be glad to see the wide spread of positive information via Maggi Love Share. May our stories resonate with people and drive people to make a difference in the world with Chenbro.





### **Appendix**

### **GRI Standards Index**

GRI Standards	Organizational profile	Corresponding Chapters/ Notes in 2019 Report	2019 Page Number				
	General Disclosure						
102-1	Name of the organization	1.1 Company Profile	9				
102-2	Activities, brands, products, and services	1.1 Company Profile     1.2 Commitment to Achieving Business     Excellence and Sustainability with the     Value Chain	9				
		1.5 Future-proofing Research and Development	13				
102-3	Location of headquarters	1.4 Operations and Company Organization	11				
102-4	Location of operations	1.4 Operations and Company Organization	11				
102-5	Ownership and legal form	1.4 Operations and Company Organization	11				
102-6	Markets served	1.4 Operations and Company Organization	11				
		1.1 Company Profile	9				
102-7	Scale of the organization	1.2 Commitment to Achieving Business     Excellence and Sustainability with the     Value Chain     1.5 Future-proofing Research and     Development	9				
		6.1 Manpower Structure	49				
102-8	Information on employees and other workers	6.1 Manpower Structure	49				
		6.2 Talent Attraction and Retention	51				
102-9	Supply chain	4.5 Supplier Sustainability Management	32				
102-11	Precautionary Principle or approach	5. Sustainable Development	38				
100 14		5.3 Greenhouse Gas Reduction	41				
102-14	Statement from senior decision-maker	Message from the Chairman	6				
102-15	Key impacts, risks, and opportunities	Stakeholder Identification and     Communication Channels     Amateriality and Topic Boundary	17 20				
102-16	Values, principles, standards, and norms of behavior	4.3 Human Rights Management and Policy 4.5 Supplier Sustainability Management 6.3 Employee Care and Communication Channels 5.3 Water Management	31 32 53				
102-17	Mechanisms for advice and concerns about ethics	4.3 Human Rights Management and Policy 6.3 Employee Care and Communication Channels	31 53				
102-18	Governance structure	1.4 Operations and Company Organization     2.1 Sustainable Development Committee     Structure	11 17				
102-19	Delegating authority	2.1 Sustainable Development Committee Structure	17				
102-20	Executive-level responsibility for economic, environmental, and social topics	Sustainable Development Committee     Structure     2.2 Responsibilities and Goals	17 17				
102-21	Consulting stakeholders on economic, environmental, and social topics	2.3 Stakeholder Identification and Communication Channels	17				
102-22	Composition of the highest governance body and its committees	3.2 Functions of the Board of Directors	25				
102-23	Chair of the highest governance body	3.1 Governance Structure and Responsibilities	24				

GRI Standards	Organizational profile	Corresponding Chapters/ Notes in 2019 Report	2019 Page Number
	General D	isclosure	
102-24	Nominating and selecting the highest governance body	3.2 Functions of the Board of Directors 4.1 Code of Ethics and Accountability 4.2 Internal Control and Internal Auditing	25 29 29
102-25	Conflicts of interest	3.2 Functions of the Board of Directors 4.1 Code of Ethics and Accountability 4.2 Internal Control and Internal Auditing	25 29 29
102-26	Role of highest governance body in setting purpose, values, and strategy	3.2 Functions of the Board of Directors 4.1 Code of Ethics and Accountability 4.2 Internal Control and Internal Auditing	25 29 29
102-27	Collective knowledge of highest governance body	3.2 Functions of the Board of Directors 4.1 Code of Ethics and Accountability 4.2 Internal Control and Internal Auditing	25 29 29
102-29	Identifying and managing economic, environmental, and social impacts	Stakeholder Identification and     Communication Channels     Amateriality and Topic Boundary	17 20
102-30	Effectiveness of risk management processes	Stakeholder Identification and     Communication Channels     Amateriality and Topic Boundary	17 20
102-31	Review of economic, environmental, and social topics	2.3 Stakeholder Identification and Communication Channels 2.4 Materiality and Topic Boundary	17
102-32	Highest governance body's role in sustainability reporting	Sustainable Development Committee     Structure     2.2 Responsibilities and Goals	17 17
102-33	Communicating critical concerns	2.3 Stakeholder Identification and Communication Channels	17
102-34	Nature and total number of critical concerns	Stakeholder Identification and     Communication Channels     Materiality and Topic Boundary	17 20
102-35	Remuneration policies	3.1 Governance Structure and Responsibilities	24
102-36	Process for determining remuneration	3.1 Governance Structure and Responsibilities	24
102-37	Stakeholders' involvement in remuneration	2.3 Stakeholder Identification and Communication Channels	17
102-40	List of stakeholder groups	2.3 Stakeholder Identification and Communication Channels	17
102-42	Identifying and selecting stakeholders	2.3 Stakeholder Identification and Communication Channels	17
102-43	Approach to stakeholder engagement	Stakeholder Identification and     Communication Channels     Materiality and Topic Boundary	17 20
102-44	Key topics and concerns raised	Stakeholder Identification and     Communication Channels     Amateriality and Topic Boundary	17 20
102-45	Entities included in the consolidated financial statements	About This Report  2.3 Stakeholder Identification and Communication Channels  2.4 Materiality and Topic Boundary	2 17 20

GRI Standards		Corresponding Chapters/ Notes in 2019 Report	2019 Page Number
	General D	_	
102-46	Defining report content and topic Boundaries	About This Report  2.3 Stakeholder Identification and Communication Channels	2 17
102-47	List of material topics	Materiality and Topic Boundary     Stakeholder Identification and     Communication Channels     Materiality and Topic Boundary	20 17 20
102-50	Reporting period	About This Report	2
102-51	Date of most recent report	About This Report	2
102-52	Reporting cycle	About This Report	2
102-53	Contact point for questions regarding the report	About This Report	2
102-54	Claims of reporting in accordance with the GRI Standards	About This Report	2
102-55	GRI content index	GRI Standards Index	68
102-56	External assurance	About This Report	2
103-1	Explanation of the material topic and its Boundary	2.3 Stakeholder Identification and Communication Channels	17
103-2	The management approach and its components	Nateriality and Topic Boundary     Responsibility Management     Risk Management	20 16 23
103-3	Evaluation of the management approach	Responsibility Management     Risk Management	16 23
201-1	Direct economic value generated and distributed	1.3 Operational Performance	10
201-2	Financial implications and other risks and opportunities due to climate change	S. Sustainable Development     S.1 Benefits of Energy Conservation and     Carbon Reduction	38 40
201-3	Defined benefit plan obligations and other retirement plans	6. Happiness at Work 6.2 Talent Attraction and Retention	48 51
103-1	Explanation of the material topic and its Boundary	Stakeholder Identification and     Communication Channels     Materiality and Topic Boundary	17 20
103-2	The management approach and its components	Responsibility Management     Risk Management	23 28
103-3	Evaluation of the management approach	<ul><li>3. Responsibility Management</li><li>4. Risk Management</li></ul>	23 28
202-1	Ratios of standard entry level wage by gender compared to local minimum wage	6.2 Talent Attraction and Retention	51
103-1	Explanation of the material topic and its Boundary	Stakeholder Identification and     Communication Channels     Materiality and Topic Boundary	20
103-2	The management approach and its components	Stakeholder Identification and     Communication Channels     Materiality and Topic Boundary	17
103-3	Evaluation of the management approach	Stakeholder Identification and     Communication Channels     Materiality and Topic Boundary	17
203-1	Infrastructure investments and services supported	7. Social Participation	60
203-2	Significant indirect economic impacts	7. Social Participation	60
103-1	Explanation of the material topic and its Boundary	2.3 Stakeholder Identification and Communication Channels	17
	Doundary	2.4 Materiality and Topic Boundary	20

			2019
GRI	Organizational profile	Corresponding Chapters/	Page
Standards	Organizational profile	Notes in 2019 Report	
		·	Number
	General D		
		7. Social Participation	60
	Evaluation of the management approach	7. Social Participation	60
204-1	Proportion of spending on local suppliers	4.5 Supplier Sustainability Management	32
	Explanation of the material topic and its Boundary	2.3 Stakeholder Identification and Communication Channels	17
103-2	The management approach and its components	2.4 Materiality and Topic Boundary	20 32
	Evaluation of the management approach	4.5 Supplier Sustainability Management 4.5 Supplier Sustainability Management	32
103-3	Evaluation of the management approach	3.2 Functions of the Board of Directors	25
	Operations assessed for risks related to	4.1 Code of Ethics and Accountability	29
203-1	corruption	4.2 Internal Control and Internal Auditing	29
		3.2 Functions of the Board of Directors	25
	Communication and training about anti-	4.1 Code of Ethics and Accountability	29
200 2	corruption policies and procedures	4.2 Internal Control and Internal Auditing	29
		3.2 Functions of the Board of Directors	25
	Confirmed incidents of corruption and actions	4.1 Code of Ethics and Accountability	29
	taken	4.2 Internal Control and Internal Auditing	29
	Cycle pation of the meetavial tania and its	2.3 Stakeholder Identification and	17
	Explanation of the material topic and its Boundary	Communication Channels	
	bouildary	2.4 Materiality and Topic Boundary	20
		3.2 Functions of the Board of Directors	25
103-2	The management approach and its components	4.1 Code of Ethics and Accountability	29
		4.2 Internal Control and Internal Auditing	29
		3.2 Functions of the Board of Directors	25
103-3	Evaluation of the management approach	4.1 Code of Ethics and Accountability	29
		4.2 Internal Control and Internal Auditing	29
200 1	Legal actions for anti-competitive behavior, anti-	3.2 Functions of the Board of Directors	25
	trust, and monopoly practices	4.1 Code of Ethics and Accountability	29 29
		4.2 Internal Control and Internal Auditing 2.3 Stakeholder Identification and	29 17
	Explanation of the material topic and its	Communication Channels	1.7
103-1	Boundary	2.4 Materiality and Topic Boundary	20
		3.2 Functions of the Board of Directors	25
103-2	The management approach and its components	4.1 Code of Ethics and Accountability	29
100 2	The management approach and its components	4.2 Internal Control and Internal Auditing	29
		3.2 Functions of the Board of Directors	25
103-3	Evaluation of the management approach	4.1 Code of Ethics and Accountability	29
		4.2 Internal Control and Internal Auditing	29
		4.5 Supplier Sustainability Management	32
301-1	Materials used by weight or volume	5.5 Green Processes Optimization and Green	42
		Products Design	
	Recycled input materials used	5.5 Green Processes Optimization and Green Products Design	42
	Reclaimed products and their packaging materials	5.5 Green Processes Optimization and Green Products Design	42
	Explanation of the material topic and its	2.3 Stakeholder Identification and	17
	Boundary	Communication Channels	
	boundary	2.4 Materiality and Topic Boundary	20
103-2	The management approach and its components	5.5 Green Processes Optimization and Green Products Design	42
103-3	Evaluation of the management approach	5.5 Green Processes Optimization and Green Products Design	42

			2019
GRI	Organizational profile	Corresponding Chapters/	Page
Standards	0 1	Notes in 2019 Report	Number
	General D	Disclosure	Number
	General	5.1 Benefits of Energy Conservation and	40
302-1	Energy consumption within the organization	Carbon Reduction	10
		5.3 Greenhouse Gas Reduction	41
202.2	Energy consumption outside of the organization	5.5 Green Processes Optimization and Green	42
302-2	Energy consumption outside of the organization	Products Design	
		5.1 Benefits of Energy Conservation and	40
302-3	Energy intensity	Carbon Reduction	4.1
		5.3 Greenhouse Gas Reduction	41
		5.1 Benefits of Energy Conservation and Carbon Reduction	40
302-4	Reduction of energy consumption	5.3 Greenhouse Gas Reduction	41
302 4	reduction of energy consumption	5.5 Green Processes Optimization and Green	42
		Products Design	
		5.1 Benefits of Energy Conservation and	40
	Reductions in energy requirements of products	Carbon Reduction 5.2 Water Management	40
302-5	and services	5.3 Greenhouse Gas Reduction	40
	and services	5.5 Green Processes Optimization and Green	42
		Products Design	12
	Explanation of the material topic and its	2.3 Stakeholder Identification and	17
103-1	Boundary	Communication Channels	
	Doundary	2.4 Materiality and Topic Boundary	20
		5.1 Benefits of Energy Conservation and	40
103-2	The management approach and its components	Carbon Reduction	4.1
		5.3 Greenhouse Gas Reduction 5.1 Benefits of Energy Conservation and	41 40
103-3	Evaluation of the management approach	Carbon Reduction	40
105 5	Evaluation of the management approach	5.3 Greenhouse Gas Reduction	41
303-1	Interactions with water as a shared resource	5.2 Water Management	40
303-2	Management of water discharge-related impacts	5.2 Water Management	40
303-3	Water withdrawal	5.2 Water Management	40
303-4	Water discharge	5.2 Water Management	40
303-5	Water consumption	5.2 Water Management	40
	Explanation of the material topic and its	2.3 Stakeholder Identification and	17
103-1	Boundary	Communication Channels	0.0
102.2		2.4 Materiality and Topic Boundary	20
103-2	The management approach and its components	5.2 Water Management	40
103-3	Evaluation of the management approach	5.2 Water Management	40
304-1	Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high	No operational sites are located in protected	
304-1	biodiversity value outside protected areas	or restored habitats	
2010	Significant impacts of activities, products, and	N. P. L. L.	
304-2	services on biodiversity	No applicable products	
304-3	Habitats protected or restored	No operational sites are located in protected or restored habitats	
	IUCN Red List species and national conservation		
304-4	list species with habitats in areas affected by operations	No operational sites are located in protected or restored habitats	
		5.1 Benefits of Energy Conservation and	40
305-1	Direct (Scope 1) GHG emissions	Carbon Reduction	-
		5.3 Greenhouse Gas Reduction	41
		5.1 Benefits of Energy Conservation and	40
305-2	Energy indirect (Scope 2) GHG emissions	Carbon Reduction	
		5.3 Greenhouse Gas Reduction	41

GRI		Corresponding Chapters/	2019			
Standards	Organizational profile	Notes in 2019 Report	Page Number			
	General Disclosure					
305-3	Other indirect (Scope 3) GHG emissions	5.1 Benefits of Energy Conservation and Carbon Reduction	40			
	· ' '	5.3 Greenhouse Gas Reduction	41			
305-4	GHG emissions intensity	5.1 Benefits of Energy Conservation and Carbon Reduction	40			
		5.3 Greenhouse Gas Reduction	41			
305-5	Reduction of GHG emissions	5.1 Benefits of Energy Conservation and Carbon Reduction 5.3 Greenhouse Gas Reduction	40 41			
		5.1 Benefits of Energy Conservation and	41			
305-6	Emissions of ozone-depleting substances (ODS)	Carbon Reduction  5.3 Greenhouse Gas Reduction	41			
		5.1 Benefits of Energy Conservation and	40			
305-7	Nitrogen oxides (NOX), sulfur oxides (SOX), and other significant air emissions	Carbon Reduction 5.3 Greenhouse Gas Reduction	41			
		2.3 Stakeholder Identification and	17			
103-1	Explanation of the material topic and its Boundary	Communication Channels	•			
	Boundary	2.4 Materiality and Topic Boundary	20			
103-2	The management approach and its components	5.1 Benefits of Energy Conservation and Carbon Reduction	40			
		5.3 Greenhouse Gas Reduction	41			
103-3	Evaluation of the management approach	5.1 Benefits of Energy Conservation and Carbon Reduction	40			
		5.3 Greenhouse Gas Reduction	41			
		5.2 Water Management	40			
306-1	   Water discharge by quality and destination	5.4 Waste and Hazardous Substance	41			
300 1	Tracer disentinge by quality and destination	Management	1.1			
306-2	Waste by type and disposal method	5.4 Waste and Hazardous Substance Management	41			
		5.2 Water Management	40			
306-3	Significant spills	5.4 Waste and Hazardous Substance Management	41			
306-4	Transport of hazardous waste	5.4 Waste and Hazardous Substance Management	41			
	Explanation of the material topic and its	2.3 Stakeholder Identification and	17			
103-1	Boundary	Communication Channels				
		2.4 Materiality and Topic Boundary	20			
103-2	The management approach and its components	5.2 Water Management 5.4 Waste and Hazardous Substance Management	40 41			
		5.2 Water Management	40			
103-3	Evaluation of the management approach	5.4 Waste and Hazardous Substance Management	41			
307-1	Non-compliance with environmental laws and regulations	Not violating any environmental laws or regulations				
308-1	New suppliers that were screened using environmental criteria	4.5 Supplier Sustainability Management 5.5 Green Processes Optimization and Green Products Design	32 42			
308-2	Negative environmental impacts in the supply chain and actions taken	4.5 Supplier Sustainability Management	32			
103-1	Explanation of the material topic and its	2.3 Stakeholder Identification and Communication Channels	17			
	Boundary	2.4 Materiality and Topic Boundary	20			

			2019	
GRI	Organizational profile	Corresponding Chapters/	Page	
Standards	Organizational prome	Notes in 2019 Report		
			Number	
General Disclosure				
			32	
103-2	The management approach and its components		42	
			32	
103-3	Evaluation of the management approach		42	
		Products Design		
401-2	Benefits provided to full-time employees that	6.1 Talent Attraction and Retention	49	
	are not provided to temporary or part-time		55 57	
401-3	employees Parental leave		57	
401-3			17	
103-1	Explanation of the material topic and its Boundary		11	
		2.4 Materiality and Topic Boundary	20	
	The management approach and its components	6.1 Talent Attraction and Retention	49	
103-2			55	
			57 49	
103-3	Evaluation of the management approach		49 55	
100 0	Evaluation of the management approach		57	
403-1	Occupational health and safety management		57	
403-1	system	0.0 Workplace Quality and Salety	51	
403-2	Hazard identification, risk assessment, and incident investigation	6.6 Workplace Quality and Safety	57	
403-3	Occupational health services	6.6 Workplace Quality and Safety	57	
403-4	Worker participation, consultation, and communication on occupational health and safety	6.6 Workplace Quality and Safety	57	
403-5	Worker training on occupational health and safety	6.6 Workplace Quality and Safety	57	
403-6	Promotion of worker health	6.6 Workplace Quality and Safety	57	
	Prevention and mitigation of occupational health			
403-7	and safety impacts directly linked by business relationships	6.6 Workplace Quality and Safety	57	
403-8	Workers covered by an occupational health and	4.5 Supplier Sustainability Management 5.5 Green Processes Optimization and Green Products Design 4.5 Supplier Sustainability Management 5.5 Green Processes Optimization and Green Products Design 6.1 Talent Attraction and Retention 6.5 Employee Health Management 6.6 Workplace Quality and Safety In accordance with Labor Standards Act 2.3 Stakeholder Identification and Communication Channels 2.4 Materiality and Topic Boundary 6.1 Talent Attraction and Retention 6.5 Employee Health Management 6.6 Workplace Quality and Safety 6.1 Talent Attraction and Retention 6.5 Employee Health Management 6.6 Workplace Quality and Safety 6.7 Stakeholder Identification and Communication Channels 2.4 Materiality and Topic Boundary 6.5 Stakeholder Identification and Training 6.4 Employee Development and Training 6.5 Employee Development and Training 6.6 Employee Development and Training 6.7 Employee Development and Training 6.8 Employee Development and Training 6.9 Employee Development and Training 6.9 Employee Development and Training 6.1 Employee Development and Training 6.2 Employee Development and Training 6.4 Employee Development and Training 6.5 Employee Development and Training 6.6 Employee Development and Training 6.7 Employee Development and Training 6.8 Employee Development and Training 6.9 Employee Development and Training	57	
	safety management system	, , , ,		
403-9	Work-related injuries		57	
403-10	Work-related ill health		57 17	
103-1	Explanation of the material topic and its Boundary		11	
2001			20	
103-2	The management approach and its components	6.6 Workplace Quality and Safety	57	
103-3	Evaluation of the management approach		57	
404-1	Average hours of training per year per employee	6.4 Employee Development and Training	54	
404-2	Programs for upgrading employee skills and transition assistance programs		54	
103-1	Explanation of the material topic and its Boundary		17	
			20	
103-2	The management approach and its components		54	
103-3	Evaluation of the management approach		54	
405-1	Diversity of governance bodies and employees	6.1 Manpower Structure	49	
403-1	Diversity of governance bodies and employees	3.2 Functions of the Board of Directors	25	

CDI		Corresponding Chapters/	2019
GRI Standards	Organizational profile	Notes in 2019 Report	Page
Staridards		Notes III 2019 Report	Number
	General D	isclosure	
103-2	The management approach and its components	6.1 Manpower Structure	49
103 2	The management approach and its components	3.2 Functions of the Board of Directors	25
103-3	Evaluation of the management approach	6.1 Manpower Structure 3.2 Functions of the Board of Directors	49 25
406-1	Incidents of discrimination and corrective actions taken		49 25
103-1	Explanation of the material topic and its Boundary	Stakeholder Identification and     Communication Channels     Amateriality and Topic Boundary	17 20
103-2	The management approach and its components	6.1 Manpower Structure 4.3 Human Rights Management and Policy	49 31
103-3	Evaluation of the management approach	6.1 Manpower Structure 4.3 Human Rights Management and Policy	49 31
408-1	Operations and suppliers at significant risk for incidents of child labor	6.1 Manpower Structure 4.3 Human Rights Management and Policy	49 31
103-1	Explanation of the material topic and its Boundary	Stakeholder Identification and     Communication Channels     Amateriality and Topic Boundary	17 20
103-2	The management approach and its components	6.1 Manpower Structure 4.3 Human Rights Management and Policy	49 31
103-3	Evaluation of the management approach	6.1 Manpower Structure 4.3 Human Rights Management and Policy	49 31
409-1	Operations and suppliers at significant risk for incidents of forced or compulsory labor	4.3 Human Rights Management and Policy	31
103-1	Explanation of the material topic and its Boundary	Stakeholder Identification and     Communication Channels     Amateriality and Topic Boundary	17 20
103-2	The management approach and its components	4.3 Human Rights Management and Policy	31
103-3	Evaluation of the management approach	4.3 Human Rights Management and Policy	31
412-1	Operations that have been subject to human rights reviews or impact assessments	4.3 Human Rights Management and Policy 4.5 Supplier Sustainability Management	31 32
414-1	New suppliers that were screened using social criteria	4.5 Supplier Sustainability Management	32
414-2	Negative social impacts in the supply chain and actions taken	4.5 Supplier Sustainability Management	21
416-2	Incidents of non-compliance concerning the health and safety impacts of products and services	No violations	
418-1	Substantiated complaints concerning breaches of customer privacy and losses of customer data	4.2 Internal Control and Internal Auditing 4.4 Customer Relationship Management 4.6 Information Security Management	29 32 36
103-1	Explanation of the material topic and its Boundary	Stakeholder Identification and     Communication Channels     Amateriality and Topic Boundary	17 20
103-2	The management approach and its components	4.2 Internal Control and Internal Auditing 4.4 Customer Relationship Management 4.6 Information Security Management	29 32 36
103-3	Evaluation of the management approach	4.2 Internal Control and Internal Auditing 4.4 Customer Relationship Management 4.6 Information Security Management	29 32 36
419-1	Non-compliance with laws and regulations in the social and economic area	6.1 Manpower Structure 4.3 Human Rights Management and Policy	49 31
102	Security (Data/privacy)	4.6 Information Security Management	36