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管理辦法	EPISIL 人權政策	114年01月	114年01月	4

人權政策

Human Rights Policy

一．目的 Purpose：

公司認同並遵循國際人權公約所揭櫫之原則，包括「聯合國世界人權宣言」(Universal Declaration of Human Rights)、 「聯合國全球盟約」(United Nations Global Compact)、 「聯合國企業和人權指導原則」(United Nations Guiding Principles on Business and Human Rights) 及「聯合國國際勞動組織」(International Labor Organization) 等各項國際人權公約規範，並參考「責任商業聯盟行為準則」(Responsible Business Alliance)，提供員工公平與安全的工作環境，有尊嚴地對待並尊重所有利害關係人，杜絕任何侵犯及違反人權的行為，並恪守當地政府勞動法令，善盡管理、宣導及降低風險之責。

The company recognizes and abides by the principles promulgated by international human rights conventions, including the " United Nations Global Compact" , "United Nations Guiding Principles on Business and Human Rights" , and " International Labor Organization " and other international human rights conventions, and refer to the "Responsible Business Alliance" Code of Conduct to provide employees with a fair and safe working environment, treat all stakeholders with dignity and respect , put an end to any infringement and violation of human rights, strictly abide by local government labor laws, and fulfill their responsibilities of management, promotion and risk reduction.

二．適用範圍 Scope of application：

本政策適用於公司集團及其轉投資公司，透過人權管理的重視，致力使員工、供應商、合作夥伴及我們所處的環境，降低人權風險及影響。

This policy applies to the company group and its sub-invested companies. Through the emphasis on human rights management, we strive to reduce human rights risks and impacts to our employees, suppliers, partners and the environment in which we operate.

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三．管理原則 Management Principles：

- (1) 無僱用歧視：落實僱用、薪酬、福利、訓練、考評與晉升機會之公平性，並確保員工不因性別、種族、國籍、宗教信仰、年齡、婚姻、性傾向、政治立場等，受到差別待遇，建立免於歧視與騷擾之工作環境。

No employment discrimination: Implement fairness in employment, salary, benefits, training, evaluation and promotion opportunities, and ensure that employees are not discriminated against based on gender, race, nationality, religious belief, age, marriage, sexual orientation, political stance, etc.

Differential treatment and establish a working environment free from discrimination and harassment.

- (2) 不強迫勞動，不僱用童工：符合國際人權與當地政府勞動法令要求，尊重員工有自由選擇職業的權利，不無理約束勞工在工作場所內的行動自由，不僱用童工，無苛刻和非人道對待。

No forced labor, no child labor: Comply with the requirements of international human rights and local government labor laws, respect employees' right to freely choose their occupation, do not unreasonably restrict workers' freedom of movement in the workplace, do not employ child labor, and do not use harsh and harsh methods Inhuman treatment.

- (3) 合法工作條件：遵循公司所在地之勞動法規，恪守薪資及工時合法性，明訂工作時間與延長工時之規範，關心及管理員工出勤情形，致力協助員工維持工作與生活之平衡。

Legal working conditions: Follow the labor laws and regulations of the company's location, abide by the legality of wages and working hours, clearly define working hours and extended working hours, care about and manage employees' attendance, and strive to help employees maintain a work-life balance.

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(4) 確保結社自由：尊重員工參與各種工會與社團組織及活動，遵守法律賦予的權利。

Ensure freedom of association: respect employees' participation in various trade unions and community organizations and activities, and abide by their rights granted by law.

(5) 重視勞資關係：定期召開勞資會議，舉辦員關、座談活動，建立多元及良性溝通互動的管道，促進勞資關係和諧。

Pay attention to labor-management relations: convene labor-management meetings regularly, organize employee relations and discussion activities, establish multiple and positive communication and interaction channels, and promote harmonious labor-management relations.

(6) 設置申訴機制：設有申訴及意見反應管理機制、辦法及保密專線，透過專人及申訴委員會處理相關案件，讓供應商、商業夥伴及其他等利益關係人，得以向公司回饋意見或舉報疑似違規行為。

Set up a grievance mechanism: Establish a grievance and feedback management mechanism, methods and a confidential hotline, and handle relevant cases through dedicated personnel and a grievance committee, so that suppliers, business partners and other stakeholders can give feedback to the company or Report suspected violations.

(7) 重視資安與隱私保護：建置完善之資訊安全、智財與隱私保護管理機制，落實保障所有利害關係人之相關權益，嚴格執行管控與防護措施。

Pay attention to information security and privacy protection: Establish a complete information security, intellectual property and privacy protection management mechanism, implement and protect the relevant rights and interests of all stakeholders, and strictly implement control and protection measures.

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- (8) 遵循從業道德：訂定及宣導員工從業道德準則，致力奉行商業道德、公平競爭、無不正當收益及誠信經營，防止產生利益衝突與圖私營利弊端，負責任地採購礦物，遵守法律、尊重社會文化。

Comply with business ethics: formulate and promote a code of ethics for employees, strive to pursue business ethics, fair competition, no improper advantage and honest management, prevent conflicts of interest and private interests, purchase minerals responsibly, abide by the law and respect society culture.

- (9) 建立健康安全職場：明訂環境管理作業相關辦法，提供健康、安全、衛生、環保、節能之工作環境及教育訓練，有效執行緊急應變演練，致力於降低職場環境之各種危害風險，維護所有利害關係人之身心健康。

Establish a healthy and safe workplace: clearly define relevant measures for environmental management operations, provide a healthy, safe, hygienic, environmentally friendly, and energy-saving working environment and education and training, effectively implement emergency response drills, and strive to reduce various hazard risks in the workplace environment. Protect all stakeholders.