

# Employee Relationship

2023.7.11

## 1. Employee Benefit, Education, and Training

1.1 The Company is committed to employee welfare. Apart from the legally required employee welfare committee that oversees employee welfare affairs, employees enjoy an annual company trip; bonuses and gifts on birthdays and holidays; and subsidies for wedding, funeral, childbirth and hospitalization. In addition, the Company provides educational grants for employees' children, a commemorative ring at retirement, and emergency subsidies.

1.2 The Company distributes an annual year-end bonus along with company-wide and individual performance bonuses. Annual pay raises are determined by industry indicators. In 2022, employees received an average pay hike of 3%.

1.3 The Company's leave policy complies with the Labor Standards Act and employees are encouraged to take their paid leave days.

### 1.4 Employee Education and Training

1.4.1 All company departments allocate funds annually for continuing education and training. The Company holds aperiodic internal training programs and encourages employees to attend external practical training courses and programs. These programs help to improve both the technical skills and competitiveness of employees.

1.4.2 In 2022, employees of the Company and its subsidiaries attended 2,697 hours of internal training and 1,634 hours of external training. Employees were certified in transportation of dangerous goods, occupational safety and health management, first aid, and electronic navigation charts through these programs.

1.4.3 All crew members serving on the Company's ships are required to hold either seafarer certification or a certificate of competency (management-, operational-, or assistant-level) issued by the government of the flag state. Periodic retraining is also required, as is practical training and participation in electronic navigation chart, marine radio operation, emergency first aid, sea survival, firefighting, and security training exercises.

## 2. Corporate Pension Scheme and Implementation

2.1 Pension Scheme: Employees that know they will be financially secure after retirement can focus their full attention on contributing to their company. Under the Company's pension scheme, the Company is wholly responsible for pension contributions and contributes 9% of employees' wages into its designated Bank of Taiwan pension reserve account every month. In accordance with Article 56-2 of the Labor Standards Act, the contribution difference is estimated at the end of the year and the difference is deposited before the end of March the following year. For employees that switched from the previous pension scheme to the new pension scheme under the Labor Pension Act, the Company pays 6% of the employee's wage to the Bureau of Labor Insurance for deposit in the employee's individual pension account.

2.2 Implementation in 2022: Two employees retired; actual pension payments of NT\$3,660,000

As of Dec. 31, 2022, the Company's employee pension reserve fund balance was NT\$26,729,000.

## 3. Occupational and Personal Safety

3.1 The Company is responsible for providing a clean, safe working environment. Building maintenance is outsourced to a professional cleaning company with two daily inspections. Building exteriors are cleaned and maintained annually while building interiors, including drainage systems, are disinfected twice a year. Planting and greening also takes place twice a year.

3.2 Fire safety equipment is inspected every six months. Emergency escape route lighting and elevators are tested and maintained every two weeks. All company locations have a rest area for cargo truck drivers.

3.3 The Company provides annual health checkups for employees. All employees are covered under Nanshan and Fubon group insurance policies.

3.4 The Company is committed to maintaining a pleasant and harmonious working environment and regards occupational safety as a fundamental responsibility.