



達明機器人股份有限公司

TECHMAN ROBOT INC.

違反從業道德行為舉報

Reporting of Violations of Professional Ethics

達明機器人股份有限公司，一向承諾秉持誠信從事所有業務活動，絕不允許貪污及任何形式之舞弊行為。當您發現公司員工或任何代表公司的相關人士進行可疑的行為或可能違反公司的道德行為準則時，請告訴我們。您的舉報事項，我們將交由公司總管理處直接處理。

Techman Robot Inc. has always been committed to conducting all business activities with integrity and has a zero-tolerance policy toward corruption and any form of fraud. If you become aware of any suspicious behavior or potential violations of the Company's Code of Ethical Conduct by our employees or any individuals representing the Company, please report the matter to us. All reported cases will be handled directly by the Company's General Management Office.

除法律另有規定外，關於您所提供關於您的個人資料，我們將予以保密，並依法採取適當之保護措施保護您的個人資料及隱私。

無論您是供應商、客戶、公司同仁或其他利害關係人，若您認為達明從業人員有違反達明「誠信及道德政策」之疑慮，都請您透過下列獨立信箱向達明反應。公司同仁另可透過人力資源部信箱TRI_HR_Legal@tm-robot.com 向公司反應。我們有專人接收處理。

Except as otherwise required by law, any personal data you provide will be kept confidential, and appropriate measures will be taken in accordance with applicable laws to safeguard your personal data and privacy. Whether you are a supplier, customer, employee, or other stakeholder, if you have concerns regarding potential violations of Techman's "Integrity and Ethics Policy" by its personnel, please report them via the independent mailbox listed below. Company employees may also submit reports through the Human Resources Department mailbox at TRI_HR_Legal@tm-robot.com. Dedicated personnel are assigned to receive and handle such reports.

Professional Ethics Reporting Mailbox: : TRI_HR_Legal@tm-robot.com

提醒您：

1. 您所提供之個人資料，包含姓名、電話、電子郵件地址，於舉報調查期間，得為調查舉報事項與聯繫用途而處理利用；調查若有必要，本公司得傳遞您必要之個人資訊予子公司。
2. 您不得明知不實而故意捏造事實，倘舉報事後被證明是出於惡意或有故意捏造虛偽陳述之情事，您須自負相關法律責任。

3. 為能盡早調查與解決問題，請您務必提供可能的相關具體資訊與文件，若相關資訊與文件不齊備時，本公司將無法進行調查。
4. 本公司提供予您之相關聯絡內容，其全部或一部皆不可向任何人揭露。除依法律之規定要求外，您不得以本公司與您之間的聯絡內容提出訴訟，或以該聯絡內容作為訴訟相關資料。

Reminder:

1. The personal data you provide, including your name, telephone number, and email address, may be collected, processed, and used during the course of the whistleblowing investigation for investigation and contact purposes. Where necessary for the investigation, the Company may transfer necessary personal information to its subsidiaries.
2. You must not knowingly provide false information or intentionally fabricate facts. If a report is later proven to have been made in bad faith or to involve deliberate fabrication or false statements, you shall bear the relevant legal liabilities.
3. To enable timely investigation and resolution, please be sure to provide as much specific and relevant information and supporting documentation as possible. If the relevant information or documents are incomplete, the Company may be unable to conduct an investigation.
4. All or any part of the communications provided to you by the Company must not be disclosed to any third party. Except as required by law, you may not initiate legal action based on, or use as litigation-related materials, any communications between you and the Company.

本公司專責單位依下列程序處理：

- 一、檢舉情事涉及一般員工者應呈報至部門主管，檢舉情事涉及董事或高階主管，應呈報至獨立董事。
- 二、本公司專責單位及前款受呈報之主管或人員應即刻查明相關事實，必要時由法規遵循或其他相關部門提供協助。
- 三、如經證實被檢舉人確有違反相關法令或本公司誠信經營政策與規定者，應立即要求被檢舉人停止相關行為，並為適當之處置，且必要時透過法律程序請求損害賠償，以維護公司之名譽及權益。
- 四、檢舉受理、調查過程、調查結果均應留存書面文件，並保存五年，其保存得以電子方式為之。保存期限未屆滿前，發生與檢舉內容相關之訴訟時，相關資料應續予保存至訴訟終結止。
- 五、對於檢舉情事經查證屬實，應責成本公司相關單位檢討相關內部控制制度及作業程序，並提出改善措施，以杜絕相同行為再次發生。
- 六、本公司專責單位應將檢舉情事、其處理方式及後續檢討改善措施，向董事會報告。

The Company's designated unit shall handle reports according to the following procedures:

1. If the reported matter involves general employees, it shall be submitted to the department supervisor. If it involves directors or senior management, it shall be submitted to the independent directors.
2. The Company's designated unit and the supervisor or personnel receiving the report as described above shall immediately verify the relevant facts. Assistance shall be provided by the compliance or other related departments when necessary.
3. If it is confirmed that the reported person has violated relevant laws or the Company's integrity management policies and regulations, the reported person shall be required to immediately cease the relevant conduct and be subject to appropriate disciplinary action. When necessary, legal procedures may be initiated to seek compensation for damages in order to protect the Company's reputation and rights.
4. Written documentation of the acceptance of the report, the investigation process, and the investigation results shall be retained for five years, and may be stored electronically. If litigation related to the reported matter occurs before the retention period expires, the relevant documents shall continue to be preserved until the conclusion of the litigation.
5. If the reported matter is verified to be true, the relevant units of the Company shall be required to review internal control systems and operating procedures, and propose improvement measures to prevent recurrence of similar conduct.
6. The Company's designated unit shall report the reported matter, its handling, and subsequent review and improvement measures to the Board of Directors.