



竹陞科技股份有限公司

從業道德與供應商行為準則遵守聲明

Statement of Ethics and Supplier Code of Conduct Compliance

竹陞科技股份有限公司

(以下簡稱甲方)

Grade Upon Technology Corporation

(hereinafter referred to as "GUTC")

立約人

供應商名稱：

(以下簡稱乙方)

(Supplier's Name)

(hereinafter referred to as "the Supplier")

立書人_____（下稱本公司或供應商）為竹陞科技股份有限公司之合作廠商或供應商，身為供應商，我們瞭解「誠信經營」是公司最重要的核心價值，本公司嚴格遵守並提倡高標準的從業道德行為規範，以維持得之不易的來自股東、員工、客戶及社會大眾對公司的信任。本公司絕不允許為圖利個人利益而犧牲公司利益或與公司有衝突之行為，亦不允許任何形式的賄賂、不公平競爭、舞弊、浪費及濫用公司資源等情事，或不當影響他人決定的行為（此處之「他人」，包括政府官員、司法人員、客戶、供應商和承包商）。

_____(Legal Representative), _____(Company Name) (hereinafter referred to as "the Supplier") is the business partner of **Grade Upon Technology Corporation** (hereinafter referred to as "GUTC").

As a supplier, we understand that "integrity management" is the most important core value of GUTC. The Supplier strictly abides by and advocates high standards of professional ethics and behaviors to maintain the hard-won trust from shareholders, employees, customers and the public trust. The Supplier will never allow the sacrifice of the company's interests or conflicts with the company for the sake of personal interests, nor will it allow any form of bribery, unfair competition, fraud, waste and abuse of company resources, or improperly influence other people's decisions (herein, "others" includes government officials, judicial officers, customers, suppliers and contractors).

我們深知的供應商是實踐以上核心價值的重要成員。供應商，除了必須履行上述從業道德標準外，更必須遵守公司的相關要求，進一步確保不因提供公司相關產品或服務而使環境或利害關係人（包括員工）受到不當的對待。

As suppliers we well know that we are important members of the practice of the above core values. In addition to fulfilling the above-mentioned professional ethics standards, suppliers must abide by the company's relevant requirements to further ensure that the environment or stakeholders (including employees) will not be treated improperly due to the company's related products or services.

為此，本公司特此聲明已詳閱並將確實遵守甲方公司的「從業道德規範政策」及「供應商行為準則」，未來並將配合甲方公司的稽查及相關調查。本公司亦同意如有違反以上相關規範與準則之情形，甲方公司有權進行懲處，甲方公司將視供應商有重大違約之事由，甲方公司得終止或解除與供應商已簽訂之所涉個案交易契約，並得請求供應商給付甲方公司於所涉個案契約已由本公司給付之總採購金



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額核計之懲罰性違約金，並應依法賠償甲方公司一切因此所受之損害。供應商也將積極從業道德規範的宣導與遵法活動。

For this reason, the Supplier hereby declares that it has carefully read and will indeed abide by GUTCs "Ethics Policy" and "Supplier Code of Conduct", and will cooperate with GUTC's audit and related investigations in the future. The company also agrees that if there is any violation of the above-mentioned relevant norms and guidelines, GUTC company has the right to punish. GUTC company will consider that the supplier has a major breach of contract, and GUTC company may terminate or cancel the agreement signed with the supplier. The transaction contract involved in the case may request the supplier to pay GUTC company the punitive liquidated damages calculated by the total purchase amount paid by the Supplier in the contract involved in the case, and shall compensate GUTC company for all damages suffered by it in accordance with the law. Suppliers will also actively engage in the advocacy and law-abiding activities of the code of ethics.

供應商更需承諾：

The Suppliers are required to commit to:

1. 供應商及其代理商謹守最高的道德標準，履行社會責任並在市場上取得成功。

To perform social responsibilities and to achieve success in the marketplace, the Suppliers and their agents need to uphold the highest standards of ethics.

2. 所有的業務來往應具透明度，並正確記錄。應當按照適用法規和普遍的行業慣例公開有關參與勞工、健康與安全、環保活動、商業活動、組織架構、財務狀況和業績的資料。

All business transactions should be transparently performed and accurately recorded accordingly.

Information regarding related labor, health and safety, environmental protection activities, business activities, organization structure, financial status and sales performance is to be disclosed in accordance with applicable regulations and prevailing industry practices.

3. 除非受法律禁止，保護供應商和舉報人（指任何揭露公司員工、主管或公務員和政府機構的不正當行為者），並確保其身份的機密性之程序應予維持。供應商也應制定溝通程序，讓員工可以表達他們的疑慮，而不用害怕遭到報復。

Programs that ensure the confidentiality and protection of supplier and employee whistleblowers

(definition: any person who makes a disclosure about improper conduct by an employee or officer of a company, or by a public official or official body) are to be maintained, unless prohibited by laws.

Suppliers should have a communicated process for their personnel to raise any concerns without fear of retaliation.

4. 供應商承諾合理地保護任何與其有業務來往者（包括供應商、客戶、消費者和員工）的個人資料和隱私。供應商在蒐集、儲存、處理、利用、傳輸和分享個人資料時將遵守隱私和資料安全法律及監管要求。

Suppliers commit reasonably protecting personal information and privacy of everyone who deal business with the company, including suppliers, customers, consumers and employees. Suppliers are to comply with all applicable laws and regulatory requirements about privacy and information security when personal information is collected, stored, processed, utilized, transmitted, and shared.



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5. 供應商須向甲方揭露可能利益衝突的情況，並揭露是否有甲方職員或同甲方公司簽署合約的專業人員在供應商的業務中存在任何形式的利益或與供應商有任何形式的經濟關係。

The Suppliers are required to disclose to GUTC any situation that may appear as a conflict of interest, and disclose to GUTC if any GUTC staff or professional under contract with GUTC may have an interest of any kind in the supplier's business or any kind of economic ties with the supplier.

6. 供應商應瞭解並遵循進出口及運送貨品予甲方或代甲方進出口及運送貨品所涉及的相關法令，包括原出口國的出口管制與海關法規、目的地國家的進口和海關法規、支付法令要求的關稅和其他稅賦、以及當地運輸的相關法令。

The Suppliers shall understand and comply with all relevant laws and regulations, including export control and customs clearance, to deliver products to GUTC, or even on behalf of GUTC to arrange the transportation & shipment as well. This includes export/import control laws and customs laws in both countries, all necessary duties & taxes imposed, and local transportation laws.

7. 甲方希望供應商維護員工的人權，並給予員工應有的尊重、尊嚴及平等對待，包括所有臨時工、外籍勞工、實習生、約聘、正式員工和任何其他類型的員工。

GUTC expects the Suppliers to uphold the human rights of workers, and to treat them with dignity, respect and fairness. This applies to all workers including temporary employees, foreign workers, intern, contract or full-time employees, and any other types of workers.

8. 甲方希望其供應商不在任何製造過程中僱用童工。「童工」係指年齡在15歲到16歲之間的兒童、或未達強迫教育年齡、或該國家/地區最低就業年齡的勞工。供應商應遵守所在地之所有就業法令。未滿18歲的勞工（青年勞工）不得從事可能會危及其健康或安全的工作。

GUTC expects the Suppliers not to employ Child Labor in any stage of manufacturing. Child Labor refers to any work performed by children aged 15~16, or under the age for completing compulsory education, or under the minimum age for employment in the country, whichever is greatest. Suppliers shall comply with all relevant local employment laws and regulations. Workers less than 18 years old (Young Workers) shall not perform work that is likely to jeopardize their health or safety.

9. 禁止使用強迫、擔保（包括抵債）或藉由契約束縛的勞工、非自願性或剝削性監獄勞工、奴役或販賣人口，所有工作均為自願性。如依據合約於事前提出合理通知，勞工擁有自由離職權利。

Forced, bonded (including debt bondage) or indentured labor, involuntary or exploitative prison labor, slavery or trafficking of persons is not permitted. All work must be voluntary, and workers shall be able to terminate employment at any time if reasonable prior notice is given under per worker's contract.

10. 工作時間不應超過當地法律規定的最大限度。

Working hours shall not exceed the maximum limit set by local law.

11. 不從事任何違法、不當或違反公平競爭的商業行為。

Do not engage in any illegal, improper or violation of fair competition business practices.

12. 尊重公司及其他第三人的智慧財產權，對公司的機密資訊提供充分保護，並保存完整及正確的商業紀錄。



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Respect the intellectual property rights of the company and other third parties, provide full protection for the company's confidential information, and keep complete and correct business records.

13. 不向甲方公司之任何員工、員工親友或其指定之任何第三人贈與、要求或收受任何金錢（包括現金或約當現金，例如：股票、債券、禮券或其他有價證券）、不當餽贈、款待（包括如休閒渡假、食宿、娛樂、票券等招待）、利益或任何形式之賄賂或回扣；或邀請以上人士參加任何形式的股權投資、股份贈與、選擇權或提供其他類似之利益。

Do not give, request or accept any money (including cash or equivalent cash, such as stocks, bonds, gift certificates or other securities), improper gifts, Hospitality (including hospitality such as leisure vacation, board and lodging, entertainment, tickets, etc.), benefits or any form of bribe or kickback; or invite the above people to participate in any form of equity investment, share gift, option or provide other similar benefits.

14. 即時主動向甲方公司通報違反從業道德行為之事證（包括甲方公司員工與公司之員工、供應商或其他往來廠商的違反行為）。

Immediately and proactively inform GUTC of evidence of violations of professional ethics (including violations between GUTC's employees and the Supplier's employees, suppliers or other vendors).

15. 嚴格遵守以甲方公司採購人員為唯一業務接觸窗口之原則，因此，非經甲方公司採購人員同意、安排或參與，乙方公司業務人員不會逕行與公司的非採購人員進行業務接觸，也不會與其討論任何商業條款相關內容（包括價格、付款條件、交期、獎勵、賠償、免費商品、測試或服務）、或與其進行技術規格或工程改善討論。

Strictly abide by the principle of using the Supplier's purchasing personnel as the only business contact window. Therefore, without the Supplier's purchasing personnel's consent, arrangement or participation, the Supplier's business personnel will not directly conduct business contacts with the company's non-purchasing personnel, nor will they Discuss any commercial terms (including prices, payment terms, delivery dates, incentives, compensation, free goods, tests or services), or discuss technical specifications or engineering improvements with them.

16. 對於可能釋放到環境中造成危害物，本公司先加以辨識與管理，並於製程、儲存、廢棄物處理等過程中，對環境賦予保護與管理之責。

For substances that may be released into the environment and pose hazards, the Supplier proactively identifies and manages them. Throughout processes such as production, storage, and waste disposal, the Supplier assumes responsibility for environmental protection and management.

17. 本公司應提供員工安全與健康的工作場所，並遵守當地勞工安全衛生相關法規，降低工作環境中的危險與潛在危害因素，預防職業災害發生。

The Supplier shall provide employees with a safe and healthy working environment, adhering to local labor safety and health regulations. Measures will be implemented to reduce risks and potential hazards in the work environment, aiming to prevent occupational accidents.

18. 本保證書不因公司組織變更而失去其法律效用。

This guarantee will not lose its legal effect due to the change of company organization.



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19. 本聲明書請乙方蓋大小章後掃描電子檔給甲方存查。

Please scan this electronic document for GUTC after the Supplier has stamped and sealed this statement.

此致 Sincerely,

竹陞科技股份有限公司
Grade Upon Technology Corporation

公司名稱(Supplier Company Name)：

負責人簽名(Legal Representative Signature)：

公司大小章(Supplier Company Stamp)：

回覆日期(Date)： 年(YYYY) 月(MM) 日(DD)