

Significant Announcement Template for Companies' Hybrid Shareholders' Meetings

Subject: Board of Directors approved the convening of the 2021 Annual Shareholders' Meeting (Method of Convening the Meeting: Hybrid Shareholders' Meeting)

1. Date of the board of directors' resolution: 2022/MM/DD
2. Shareholders meeting date: 2022/MM/DD
3. Shareholders meeting location:
4. Cause for convening the meeting (1)Reported matters:
5. Cause for convening the meeting (2)Acknowledged matters:
6. Cause for convening the meeting (3)Matters for Discussion:
7. Cause for convening the meeting (4)Election matters:
8. Cause for convening the meeting (5)Other Proposals:
9. Cause for convening the meeting (6)Extemporaneous Motions:
10. Book closure starting date: 2022/MM/DD
11. Book closure ending date: 2022/MM/DD
12. Any other matters that need to be specified:
 - (1) According to Article 192-1 of the Company Act, shareholders who hold more than 1% of the total issued shares may submit a list of candidates for directors to the Company in writing. (It is applicable for companies that hold elections.)
 - i. Acceptance period:
 - ii. Acceptance location:
 - iii. Acceptance methods:
 - (2) Period for shareholders' submission of proposal:
2022/MM/DD~2022MM/DD
 - (3) Location for shareholders' submission of proposal:
 - (4) Hybrid shareholders' meeting time: HH:MM, 2022/MM/DD

(5) Relevant matters for convening hybrid shareholders' meetings:

- i. Hybrid shareholders' meetings will be convened in accordance with Article 172-2 of the *Company Act* and Chapter II-2 of the *Regulations Governing the Administration of Shareholder Services of Public Companies*.
- ii. The Company will use the e-Meeting Platform by the Taiwan Depository & Clearing Corporation (TDCC) for this year's shareholders' meeting. Any organization using the e-Meeting Platform are required to be in line with TDCC's operating guidelines, Frequently Asked Questions (FAQ) and instructions, as well as all other relevant documents. Please visit the TDCC website for more information.
(<https://www.tdcc.com.tw/portal/zh/page/show/402897967d841dba017e8eea7fc5009c>)
- iii. Shareholders who choose to attend shareholders' meetings virtually will be deemed as having attended in person.
- iv. **Shareholders** who intend to participate virtually should, starting from **2022/MM/DD**, complete registrations and sign-ups on the TDCC Stockvote (<https://www.stockvote.com.tw/evote/index.html>) two days prior to the date of their shareholders' meeting (before **2022/MM/DD**). **Solicitors or proxy agents who intend to participate virtually should fill out a letter of intent to attend shareholders' meetings via video conferencing and send it to OO (Address); the letter of intent should arrive from 2022/MM/DD to 16:00, 2022/MM/DD.** Participants will check in, watch a live stream of the meeting, text questions, and cast their votes at shareholders' meetings.
- v. Shareholders, solicitors, or proxy agents who have registered for attending shareholders' meetings virtually but intend to attend physically should withdraw their registration in the same way they have made the registration two days prior to the date of shareholders' meetings. Participants who fail to withdraw their registration by the said deadline can only attend virtually.
- vi. Shareholders who have exercised their voting right via written or electronic means but intend to attend shareholders' meetings virtually should withdraw their declaration of intent in the same

way they have exercised their voting right two days prior to the date of shareholders' meetings. If participants fail to withdraw their declaration of intent by the said deadline, only the ballots cast via written or electronic means will count.

- vii. Shareholders who attend shareholders' meetings virtually and do not withdraw their declaration of intent after exercising their voting right via written or electronic means can only exercise their proposing and voting rights regarding extempore motions. They cannot vote on the original meeting proposals and the amendments to the content of the original meeting proposals, or propose to amend the content of the original meeting proposals.
- viii. Shareholders who have appointed proxy agents to attend shareholders' meetings are not allowed to attend themselves, except for relevant provisions stipulated in the *Regulations Governing the Administration of Shareholder Services of Public Companies* or the *Company Act*. Shareholders whose Power of Attorney (POA) has arrived at the Company to state that they have appointed proxy agents to attend shareholders' meetings but later intend to attend shareholders' meetings virtually should notify the Company to withdraw their appointment in writing two days prior to the date of shareholders' meetings. If participants fail to withdraw their appointment by the said deadline, only the ballots cast by their proxy agents will count.
- ix. In the event that the e-Meeting Platform fails or shareholders have difficulty attending virtually, before the chairperson announces the commencement of shareholders' meetings or during the meetings, **due to natural disasters, incidents, or other force majeure**, companies should check the total shares of shareholders that have attended. If the total shares do not reach the legally required number for resolutions in shareholders' meetings after deducting the shares of shareholders that attend virtually, then the meetings should be adjourned. The Company will postpone or reconvene their meeting on **2022/MM/DD** at **HH:MM** in **(PLACE)**. Shareholders who have been listed on the shareholders register by the book closure date are entitled to attend shareholders' meetings. The Company will not resend their meeting notice.

- x. In the event that the said shareholders' meetings are to be postponed or reconvened, the Company will issue a Significant Announcement onto the Market Observation Post System (MOPS).
- xi. For matters not covered, please refer to the *Regulations Governing the Administration of Shareholder Services of Public Companies* and related regulations.