



# **Fubon Financial Holding Co., Ltd. Occupational Safety and Health Management Plan**

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Responsible Unit: Human Resources Division

Version: Version 1

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**Article 1 Purpose**

Fubon Financial Holding Co., Ltd. (the “Company”) is establishing the “Fubon Financial Holding Co., Ltd. Occupational Safety and Health Management Plan” (the “Plan”) based on the Ministry of Labor’s “Occupational Safety and Health Management Regulations” and the Company’s own “Occupational Safety and Health Management Regulations” to prevent occupational hazards and keep employees safe and healthy.

**Article 2 Scope**

The Plan applies to all Company departments and their respective workplaces. All employees shall comply with its provisions.

**Article 3 Plan Details and Implementation Method**

**The Plan consists of the following actions and implementation methods:**

1. Identifying, assessing and controlling the work environment and operational hazards:
  - (A) Safety monitoring: Any unit responsible for a workplace shall check the workplace’s entrances and exits, stairs, passages, emergency exit doors, and emergency evacuation areas to make sure there are no objects blocking access and also check all lights to be sure they are functional and are working properly. The occupational safety and health unit and administrative department shall help with these inspections.
  - (B) Safety risk assessment: When there is construction planned or going on at a workplace, the unit responsible for managing the workplace shall issue a hazard notification before the work begins and check the appearance and functions of the tools being used. It shall

also observe how workers do the job, and if it discovers unsafe behavior or situations, it shall immediately ask that the situation be corrected and improvements made. The occupational safety and health unit and administrative department shall assist with the process.

2. Managing machinery, equipment, or tools:

In terms of managing dangerous machinery or equipment (such as mechanical lifts), the validity period of lifts shall be checked regularly in accordance with the law, an automatic review plan shall be established, and a maintenance program shall be included in the annual work plan. The occupational safety and health unit and administrative department shall assist with the process.

3. Labeling and communicating dangerous and hazardous substances:

The labels for dangerous and hazardous substances shall be continuously updated.

4. Planning and monitoring of sampling strategy for hazardous operating environments

A job site monitoring plan shall be established and an entity approved by a regulatory authority shall be commissioned to do the monitoring, in line with the provisions of Article 12 of the Occupational Safety and Health Act. The above-mentioned plan and its results shall be disclosed publicly.

5. Purchasing management, contractor management, and modification management:

The organizational safety and health management unit shall assist the administrative department in carrying out safety and health management procedures related to purchasing, contracting or other specialized outsourced services, and checking the implementation of occupational safety and health measures.

6. Safety and health operating standards:

Add or revise safety and health standards for each workplace and check their implementation

7. Regular inspections, targeted checks, operational checks and on-site workplace inspections:

Add or revise points of emphasis of workplace inspections and their

- frequency and check their implementation
8. Safety and health training and education:
    - (A) Carry out different types of training and education programs based on the Company's Occupational Safety and Health Management Rules
    - (B) When new employees report for work, they must be given at least three hours of regular safety and health training.
    - (C) Emergency personnel shall receive at least three hours of on-the-job training every three years.
    - (D) Occupational safety and health managers shall receive at least six hours of on-the-job training every two years.
  9. Management of personal protective equipment:

People in the workplace shall be required to use the necessary protective gear for the particular tasks they are involved in
  10. Health checkups, management, and promotion:
    - (A) Arrange for new employees to get basic physical examinations and for full-time employees to get regular physical checkups based on worker health protection rules
    - (B) Regularly arrange for a contracted doctor to provide on-site treatment/health consultations and organize lectures on health from time to time
  11. Collecting, sharing, and applying occupational safety and health information:

Provide occupational safety and health information on occasion to employees via internal internet postings or email to build up their knowledge and raise awareness of occupational safety and health issues.
  12. Emergency contingency measures:

Cooperate with the company in carrying out prevention, response and notification plans in dealing with an emergency, set up an emergency employee task force and provide evacuation training
  13. Investigations and statistical analyses of occupational hazards, false alarms, and incidents affecting physical and mental health:

Issue notifications based on the seriousness of an incident according to existing rules, conduct an investigation and analysis of the incident's causes, and take preventive and corrective measures to prevent the incident from expanding or recurring
  14. Occupational safety and health management records and performance evaluation measures:

Record and compile information on workplace safety and health management on occasion and recommend improvements for issues that need to be reviewed

15. Other safety and health management measures:

- (A) Devise employee-related prevention and protection plans based on Article 6, Paragraph 2 of the Occupational Safety and Health Act
- (B) Work with contracted organizations to provide stress detection and psychological counseling services

#### **Article 4 Additional Provisions**

Other matters not covered in the Policy should be handled in accordance with regulatory authority laws and regulations and related Company rules and guidelines.

#### **Article 5 Implementation and Revision**

The Plan will be published and implemented in accordance with the Company's policy on establishing policies after being approved by the head of the Human Resources Division. The same is true for revisions.

Table: Record of Changes

<b>Version</b>	<b>Date of Approval</b>	<b>Effective Date</b>	<b>Approval Level</b>	<b>Notes</b>
010101	2022/06/10	2022/06/17	Head of the Human Resources Division	