## Tong Hsing Electronic Industries, Ltd. Rules of Procedure for Board of Directors Meetings

- Article 1: The Rules are adopted pursuant to the "Corporate Governance Best Practice Principles for TWSE/TPEx Listed Companies" and "Regulations Governing Procedure for Board of Directors Meetings of Public Companies". The Company's board of directors meeting shall be conducted in accordance with the Rules.
- Article 2: With respect to rules of the Company's board of directors meeting, including the main agenda items, working procedures, required content of meeting minutes, public announcements, and other compliance requirements shall be handled in accordance with the provisions of the Rules.
- Article 3: The board of directors shall meet at least quarterly.

A notice of the reasons for convening a board meeting shall be given to each director before 7 days before the meeting is convened. In emergency circumstances, however, a board meeting may be called on shorter notice. The notice can be given under by means of electronic transmission.

All matters set forth under Article 7, paragraph 1 of the Rules shall be specified in the notice of the reasons for convening a board meeting. None of those matters may be raised by an extraordinary motion.

- Article 4: A board of directors meeting shall be held at the location and during the business hours of the Company, or at a place and time convenient to attendance by all directors and suitable for holding a board of directors meeting.
- Article 5: The designated unit responsible for the board meetings of the Company shall be Division of Finance. The unit responsible for board meetings shall draft agenda items and prepare sufficient meeting materials, and shall deliver them together with the notice of the meeting.

If two or more directors who are of the opinion that the meeting materials provided are insufficient or with the approval of more than half of the directors, a proposal may be made to the board of directors to postpone the consideration of the proposal, and the board of directors shall adopt it.

- Article 6: Agenda items for regular board of directors meetings shall include at least the following:
  - I. Reports:
    - 1. Minutes of the last meeting and actions arising.
    - 2. Reporting on important financial and business matters.

- 3. Reporting on internal audit activities.
- 4. Other important matters to be reported.

## II. Discussions:

- 1. Items discussed and continued from the last meeting.
- 2. Items for discussion at this meeting.
- III. Extraordinary motions.

## Article 7: The Company shall submit the following items for discussion by the board of directors:

- 1. Corporate business plan.
- 2. Annual and semi-annual financial reports, with the exception of semi-annual financial reports which, under relevant laws and regulations, need not be audited and attested by a certified public accountant (CPA).
- 3. Adoption or amendment of an internal control system pursuant to Article 14-1 of the Securities and Exchange Act (the "Act"), and an assessment of the effectiveness of the internal control system.
- 4. Adoption or amendment, pursuant to Article 36-1 of the Act, of handling procedures for financial or operational actions of material significance, such as acquisition or disposal of assets, derivatives trading, extension of monetary loans to others, and endorsements or guarantees for others.
- 5. The offering, issuance, or private placement of any equity-type securities.
- 6. If the board of directors does not have managing directors, the election or discharge of the chairman of the board of directors.
- 7. The appointment or discharge of a financial, accounting, or internal audit officer.
- 8. A donation to a related party or a major donation to a non-related party, provided that a public-interest donation of disaster relief for a major natural disaster may be submitted to the following board of directors meeting for retroactive recognition.
- 9. Any matter required by Article 14-3 of the Act or any other law, regulation, or bylaw to be approved by resolution at a shareholders' meeting or board of directors meeting, or any such significant matter as may be prescribed by the competent authority.

The term "related party" in subparagraph 8 of the preceding paragraph means a related party as defined in the Regulations Governing the Preparation of Financial Reports by Securities Issuers. The term "major donation to a non-related party" means any individual donation, or cumulative donations within a 1-year period to a single recipient, at an amount of NTD100 million or more, or at an amount equal to or greater than 1 percent of net operating revenue or 5 percent of paid-in capital as stated in the CPA-attested financial report for the most recent year.

The term "within a 1-year period" in the preceding paragraph means a period of 1 year calculated retroactively from the date on which the current board of directors meeting is convened. Amounts already submitted to and passed by a resolution of the board are

exempted from inclusion in the calculation.

For foreign companies whose stock has no par value or a par value other than NTD10, the "5 percent of paid-in capital" in paragraph 2 above shall be calculated instead as 2.5 percent of shareholder equity.

At least one independent director of the Company shall attend each meeting in person. In the case of a meeting concerning any matter required to be submitted for a resolution by the board of directors under paragraph 1, each independent director shall attend in person; if an independent director is unable to attend in person, he or she shall appoint another independent director to attend as his or her proxy. If an independent director expresses any objection or reservation about a matter, it shall be recorded in the board meeting minutes. An independent director intending to express an objection or reservation but unable to attend the meeting in person shall, unless there is some legitimate reason to do otherwise, issue a written opinion in advance, which shall be recorded in the meeting minutes.

- Article 8: With the exception of matters required to be discussed at a board meeting under Article 7, paragraph 1, the board of directors appoints the chairperson to exercise the powers of the board in accordance with applicable laws and regulations or the Company's "Articles of Incorporation", the levels of such delegation and the content or matters it covers shall be carried out in accordance with the principles below:
  - 1. Approval of important contracts.
  - 2. Approval of the purchase and disposal of the Company's general property and real estate within the amount of authority specified in the internal control system.
  - 3. Designation of directors and managers of the Company's subsidiaries.
  - 4. Other execution of all affairs of the Company in accordance with laws, "Articles of Incorporation" and resolutions of the shareholders' meeting and the board of directors.
- Article 9: When a meeting of the board of directors is held, an attendance book shall be made ready for signature by directors attending the meeting and thereafter made available for future reference.

All board directors shall attend board meetings in person; if attendance in person is not possible, they may, pursuant to the Company's articles of incorporation, appoint another director to attend as their proxy. Attendance via tele- or video-conference is deemed as attendance in person.

A director appointing another director to attend a board meeting in his or her place shall in each case give to that director a written proxy stating the scope of authorization with respect to the reasons for meeting. A proxy under paragraph 2 may accept a proxy from one person only.

Article 10: Where a meeting of the board of directors is called by the chairperson of the board, the meeting shall be chaired by the chairperson. In emergency circumstances, however, a board meeting may be called on shorter notice

Where the first meeting of each newly elected board of directors is called by the director who received votes representing the largest portion of voting rights at the shareholders' meeting in which the directors were elected, the meeting shall be chaired by that director; if there are two or more directors so entitled to call the meeting, they shall choose one person by and from among themselves to chair the meeting.

Where a meeting of the board of directors is called by a majority of directors on their own initiative in accordance with Article 203, paragraph 4 or Article 203-1, paragraph 3 of the Company Act, the directors shall choose one person by and from among themselves to chair the meeting.

When the chairperson of the board is on leave or for any reason is unable to exercise the powers of the chairperson, the vice chairperson shall do so in place of the chairperson, or, if there is no vice chairperson or the vice chairperson also is on leave or for any reason is unable to act, by a director designated by the chairperson, or if the chairperson does not make such a designation, by a director elected by and from among themselves.

- Article 11: When holding a meeting of the board of directors, The Company may, as necessary for the agenda items of the meeting, notify personnel of relevant departments or subsidiaries to attend the meeting as nonvoting participants. When necessary, the Company may also invite certificated public accounts, attorneys, or other professionals to attend as nonvoting participants and to make explanatory statements, provided that they shall leave the meeting when deliberation or voting takes place.
- Article 12: The chair shall call the board meeting to order at the appointed meeting time and when more than one-half of all the directors are in attendance.

When the meeting time is due and one-half all board directors are not present, the meeting chair may announce that the meeting time will be postponed on the same day, provided that no more than two postponements are made. If the quorum is still not met after two postponements, the chair may re-convene the meeting following the procedures provided in Article 3, paragraph 2.

The term "all board directors " as used in the preceding paragraph and in Article 17, paragraph 2, subparagraph 2 shall be calculated as the number of directors then in office.

Article 13: A board of directors meeting shall be conducted in accordance with the order of business on the agenda as specified in the meeting notice. However, the order may be changed with the approval of a majority of directors present at the meeting.

The meeting chair may not declare the meeting closed without the approval of a majority of directors present at the meeting.

If at any time during the proceedings of a board of directors meeting the directors sitting at the meeting are not more than half of the directors present at the meeting, then upon motion by the directors sitting at the meeting, the chair shall declare a suspension of the meeting, in which case paragraph 1 of the preceding article shall apply mutatis mutandis.

During the proceedings of a board meeting, if the chair is unable to chair the meeting or fails to declare the meeting closed as provided in paragraph 2, the provisions of Article 10, paragraph 3 shall apply mutatis mutandis to the selection of the deputy to act in place thereof.

Article 14: If a proposal proposed by the board of directors is controversial, it must be fully discussed among the directors before the chair can put it to a vote.

When the chair at a board meeting is of the opinion that a proposal has been discussed sufficiently to put it to a vote, the chair may announce the discussion closed and call a vote.

When a proposal comes to a vote at a board meeting, if no attending director voices an objection following an inquiry by the chair, the proposal will be deemed approved. If there is an objection following an inquiry by the chair, the proposal shall be brought to a vote.

One voting method for proposals at a board meeting shall be selected by the chair from among those below, provided that when an attending director has an objection, the chair shall seek the opinion of the majority to make a decision:

- 1. A show of hands or a vote by voting machine.
- 2. A roll call vote.
- 3. A vote by ballot.
- 4. A vote by a method selected at this Corporation's discretion.

"Attending directors," as used in the preceding two paragraphs, does not include directors that may not exercise voting rights pursuant to Article 16.

Article 15: Each director has one vote. Except where otherwise provided by the Act and the Company Act, the passage of a proposal at a board meeting shall require the approval of a majority of the directors in attendance at a board of directors meeting attended by a majority of all directors.

When there is an amendment or alternative to a proposal, the chair shall present the amended or alternative proposal together with the original proposal and decide the order in which they will be put to a vote. If any one among them is passed, the other proposals shall then be deemed rejected, and no further voting on them shall be required.

If a vote on a proposal requires monitoring and counting personnel, the chair shall appoint such personnel, providing that all monitoring personnel shall be directors. Voting results shall be made known on-site immediately and recorded in writing.

Article 16: If a director or a juristic person that the director represents is an interested party in relation to an agenda item, the director shall state the important aspects of the interested party relationship at the respective meeting. When the relationship is likely to prejudice the interest of the Company, that director may not participate in discussion or voting on that agenda item and shall recuse himself or herself from the discussion or the voting on the item, and may not exercise voting rights as proxy for another director.

Where the spouse or a blood relative within the second degree of kinship of a director, or a company which has a controlling or subordinate relation with a director, is an interested party with respect to an agenda item as described in the preceding paragraph, such director shall be deemed to be an interested party with respect to that agenda item.

Where a director is prohibited by the preceding paragraph from exercising voting rights with respect to a resolution at a board meeting, the provisions of Article 180, paragraph 2 of the Company Act apply mutatis mutandis in accordance with Article 206, paragraph 3 of the same Act.

- Article 17: Minutes shall be prepared of the discussions at board of directors meetings. The meeting minutes shall record the following:
  - 1. Term (or year), time, and place of meeting.
  - 2. Name of the meeting chair.
  - 3. Attendance of directors at the meeting, specifying the names and number of members present, excused, and absent.
  - 4. Names and titles of those attending the meeting as nonvoting participants.
  - 5. Name of minutes taker.
  - 6. Matters reported on.
  - 7. Agenda items:

The method of resolution and the result for each proposal; a summary of the comments made by directors, supervisors, experts, or other persons; the name of any director that is an interested party as referred to in paragraph 1 of the preceding article, an explanation of the important aspects of the relationship of interest, the reasons why the director was required or not required to enter recusal, and the status of their recusal; opinions expressing objections or reservations at the meeting that were included in records or stated in writing; and any opinion issued in writing by an independent director under Article 7, paragraph 5.

8. Extraordinary motions:

The name of the mover; the method of resolution and the result for each motion; a summary of the comments made by directors, supervisors, experts, or other persons; the name of any director that is an interested party as referred to in paragraph 1 of the preceding article, an explanation of the important aspects of the relationship of interest, the reasons why the director was required or not required to enter recusal, and the status of their recusal; opinions expressing objections or reservations at the meeting that were included in records or stated in writing.

9. Other matters required to be recorded.

Any of the following matters in relation to a resolution passed at a meeting of the board of directors shall be stated in the meeting minutes and within two days of the meeting be published on an information reporting website designated by the competent authority:

- 1. Any matter about which an independent director expresses an objection or reservation that has been included in records or stated in writing.
- 2. If the Company has an audit committee, any matter that has not been passed by the audit committee, but has been adopted with the approval of two-thirds or more of all board directors without having been passed by the audit committee.

The attendance book forms a part of the minutes for each board of directors meeting and shall be well preserved during the existence of the Company.

The minutes of a board of directors meeting shall bear the signature or seal of both the meeting chair and the minutes taker; a copy of the minutes shall be distributed to each director and supervisor within 20 days after the meeting and well preserved as important Company records during the existence of the Company.

The production and distribution of the meeting minutes referred to in paragraph 1 may be done in electronic form.

Article 18: The Company shall record on audio or video tape the entire proceedings of a board of directors meeting, and preserve the recordings for at least five years, in electronic form or otherwise.

If before the end of the preservation period referred to in the preceding paragraph any litigation arises in connection with a resolution of a board of directors meeting, the relevant audio or video recordings shall continue to be preserved until the litigation is concluded.

Where a board of directors meeting is held via tele- or video conferencing, the audio and visual documentation of the meeting form a part of the meeting minutes and shall be well preserved during the existence of the Company.

Article 19: Article 3 shall apply mutatis mutandis to the election or discharge of the chairman of the board of directors. The matters cannot be raised by an extraordinary motion.

Article 20: The Rules of Procedure shall be adopted and amended by the approval of meeting of the board of directors.

## Article 21: Supplementary Provisions

The Rules shall come into force from the March 26, 2003.

The first amendment was made on October 26, 2006.

The second amendment was made on July 9, 2007.

The third amendment was made on March 28, 2008.

The fourth amendment was made on March 18, 2010.

The fifth amendment was made on February 7, 2013.

The sixth amendment was made on November 10, 2017.

The seventh amendment was made on March 15, 2019.

The eighth amendment was made on March 18, 2020.

The ninth amendment was made on August 11, 2022.

The tenth amendment was made on February 29, 2024.