

2021 Promote Sustainable Development and the Difference Situation and Reason to Sustainable Development Best Practice Principles for TWSE/TPEX Listed Companies

Evaluation items	Operation situation			The Difference Situation and Reason to Sustainable Development Best Practice Principles for TWSE/TPEX Listed Companies																
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i. Has the Company established a governance structure and a designated (part time) unit for promoting sustainable development? Is the Board of Directors authorizing the senior management to handle and report the supervising situation to the Board of Directors?	V		<p>This Company has promulgated “Sustainable Development Best Practice Principles”, the designated (part-time) unit to promote corporate social responsibility is the Chairman’s Office in 2018. In 2021, it was repurposed as the designated (part-time) unit for promoting sustainable development, which is responsible for the presentation and implementation of sustainable development policies, systems or related management policies and specific promotion plans. An environment management committee meeting and SMS meeting would be convened each season and every half a year. The Chairman serves as the chair on the meetings and discusses with the top-level managers how to incorporate sustainable practices into operation of the Company. A total of 6 meetings were convened in 2021; in the meetings, issues including corporate operation, environment management goal and plan for stakeholders, and management of potential risks have been discussed.</p> <p>On Feb. 23rd, 2022, the Company has reported to the Board of Director about the implementation result and future goals. The Board of Director will hear the report of the administrative team each year to understand management measures and give advice when necessary.</p>	No significant difference																
ii. Does the Company execute risk assessment of environment, society and company management related to company operation and set up related policies or strategies based on the principle of materiality?	V		<p>1. In 2021, the Company mainly disclosed the performance in terms of sustainability in major factory areas. The risk evaluation was made for Songshang factory, Taichung factory, Tainan factory (including Gue-Jen station), and Pingtung factory.</p> <p>2. The Company’s internal risk management policy is to take precautions in advance to reduce the loss caused by risks. The Company has also composed Safety Management Committee to recognize, evaluate, process and monitor potential risks that may affect the Company on achieving goals. According to the materiality principle of sustainable development, the Company carried out relevant risk assessment of essential issues, according to the risks after evaluation, formulated relevant risk management policies below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Major Issue</th> <th style="width: 35%;">Item of Risk Assessment</th> <th style="width: 50%;">Management Strategies</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Environment</td> <td>Energy and Resource Saving</td> <td>Set up solar green energy equipment; consider energy-saving efficiency as the top priority in terms of equipment procurement and repair.</td> </tr> <tr> <td>Waste Reduction and Recycling</td> <td>In compliance with the regulations of aviation maintenance, raw materials related to the process of aircraft maintenance are all properly managed, sorted and recycled, while packaging materials are reused.</td> </tr> <tr> <td rowspan="2">Society</td> <td>Occupational Safety</td> <td>Regularly hold fire drills and industrial training sessions every year, convene occupational safety and health meetings every quarter, strengthen operational audits, and prevent employees from exposing to the danger in worksites.</td> </tr> <tr> <td>Staff Health</td> <td>Every year carry out staff health check and keep track of the health conditions of employees at high risk or assist in seeking medical care. In response to the COVID-19, we made prevention measures and offer alcohol disinfection and temperature measurement other equipment to eliminate the possibility of local outbreak of the disease in the Company.</td> </tr> <tr> <td>Corporate Governance</td> <td>Social Economy and Regulation Compliance</td> <td>Carry out internal control system to ensure all personnel in the Company and operation abide by relevant regulations.</td> </tr> </tbody> </table>	Major Issue	Item of Risk Assessment	Management Strategies	Environment	Energy and Resource Saving	Set up solar green energy equipment; consider energy-saving efficiency as the top priority in terms of equipment procurement and repair.	Waste Reduction and Recycling	In compliance with the regulations of aviation maintenance, raw materials related to the process of aircraft maintenance are all properly managed, sorted and recycled, while packaging materials are reused.	Society	Occupational Safety	Regularly hold fire drills and industrial training sessions every year, convene occupational safety and health meetings every quarter, strengthen operational audits, and prevent employees from exposing to the danger in worksites.	Staff Health	Every year carry out staff health check and keep track of the health conditions of employees at high risk or assist in seeking medical care. In response to the COVID-19, we made prevention measures and offer alcohol disinfection and temperature measurement other equipment to eliminate the possibility of local outbreak of the disease in the Company.	Corporate Governance	Social Economy and Regulation Compliance	Carry out internal control system to ensure all personnel in the Company and operation abide by relevant regulations.	No significant difference
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iii. Developing a sustainable environment												
(i) Does the Company establish a suitable environmental management system based on its industrial characteristics?	V		(i) In order to achieve actual eco-friendly performance with meeting requirements of regulations and environmental policy of the Company and improving at the same time, the Company establishes the environment management system based on Specs in ISO14000 EMS.	No significant difference								
(ii) Is the Company committed to improving the efficiency of the use of energy and using recycled materials that have a low impact on the environmental load?	V		(ii) In the spirit of “cherishing natural resources”, we combine the core business of environmental protection with the trust of our customers to create the concept of “sustainable operation” and “reward the society”, continue to implement energy reduction measures. We have adopted energy-efficient equipment and renewable energy to optimize the energy efficiency. In 2021, we have reached the energy conservation goal by reducing consumption by 24 kwatt (0.33%) compared with 2020. For the future goal (2022-2026), we plan to reduce power consumption by 0.5% (2026) compared with 2021. In addition, a solar plant for renewable power generation system has been established in Tainan factory; it has provided 552,142 kW-h of electricity in 2021 and reduced 277,175 tons of carbon emission. It has significantly increased power generation (by 3.31%) compared with 534,457 kW-h of 2020 and reduced carbon emission (by 0.79%) compared with 275,003 of 2020. Concerning the project of administration building under the plan of the Company, the design and planning will abide by nine indicators of green building: energy savings, water conservation, water soil content, biodiversity, indoor environmental quality, CO2 emissions reduction; construction waste reduction, garbage and sewage improvements, all things considered, conduct adaptive design, construct environment-friendly building and put the spirit of sustainable development into practice.	No significant difference								
(iii) Does the Company assess the potential risks and opportunities of climate change for companies now and in the future, and take measures to address climate-related issues?	V		(iii) The Company has been evaluating the potential risks and opportunities that climate change could bring to the Company and had considered such factors when making our operation strategies and relevant decisions. We have established climate change risk management procedure and mechanism by incorporating overall risk management policies and actively promoting eco-friendly and energy-conserving measures. We devote to reducing greenhouse gas emission and promoting eco-friendly services to mitigate the impact from climate change on our operation. We keep ourselves informed with international policies related to climate change to improve our eco-friendly practices. We have been disclosing information related climate change and improving relevant strategies and management measures in response to changes in the surroundings. The core of our reactive measures to climate change is to figure out risk management strategies according to our analysis on the current situation and to evaluate the cost of management and its impact on our finance accordingly. With the above mentioned information, we could effectively improve our governance measures related to climate change and systematically evaluate our finance to reduce risk and enhance business: Our measure are as below:	No significant difference								
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(iv) Does the Company make statistics on the greenhouse gas emission, water usage and total weight of waste in the past 2 years and set up policies for energy saving and carbon reduction, decreasing of greenhouse gas emission and usage of water and other waste management?	V		Aspect	Type of risk	Type of opportunity	Response measures
			Practical aspect	Heavy rainfall has caused the factory to be flooded, which caused financial losses and inability to operate normally	We follow the government's policies and apply for subsidies of replacing old equipment	Each of our factories is equipped with an emergency generator to lower the impact of power outage on our productivity.
				The cost of maintenance for energy efficient measures	To develop or introduce more energy efficient techniques and relevant products	To devote in energy efficient maintenance techniques and low carbon emission materials.
			Social economic aspect	The increase in energy consumption caused the cost and carbon emission to increase	To adopt new low-carbon and energy efficient equipment	To renew solar power generators and chilled water unit equipment.
			<p>(iv) The emission of greenhouse gas was equivalent to 2,397.93 tons CO₂e for 2020 and to 2,353.33 tons CO₂e for 2021 after the investigation. Water usage is 115,272 tons and 53,252 tons respectively. Total weight of waste is 110.27 tons and 116.27 tons respectively.</p> <p>In 2021 the greenhouse emission reduced by 45 tons of carbon dioxide equivalent (CO₂e) (-1.86%) compared with 2020. In the future (in 2022~2026), our goal is to reduce CO₂e by 3% compared with 2021 (in 2026).</p> <p>In 2021, our water consumption reduced by 62,020 tons (-53.80%) compared with 2020. In the future (2022~2026), our goal is to reduce water consumption by 3% (in 2026) compared with 2021.</p> <p>In 2021, the gross weight of our waste increased by 6 tons (5.44%) compared with 2020. In the future (2022~2026), the goal is to reduce the gross weight of waste by 1% (in 2026) compared with 2021.</p> <p>As for the ratio of emission contribution, the purchased electricity is primary with 97.03%. In order to lower environmental impact caused by greenhouse gas emitted because of the Company operation, we keep promoting energy saving and carbon reduction strategies to effectively reduce the emission of greenhouse gas and regulating objectives for improvement and tracking. Actual measures such as install energy-saving lighting, replace old air-conditioners with energy-saving types, install solar power generator devices.</p> <p>And allocate qualified personnel to perform waste management work. Taking into account the factors such as the interaction between the Company's industrial characteristics and the environment, in the spirit of cradle to grave, in the process of aircraft maintenance from the procurement of raw materials to the final aircraft delivery, the business waste can be fully managed, cleaned, treated and reused to effectively in order to prevent negative environmental impacts.</p> <p>In addition, we have encouraging our employees to conserve water in daily life, and we require manufacturing units to recycle and reuse chilled water. In terms of managing quality of emitted water, we reduce the water consumed during maintenance practices and reduce daily life water consumption of employees. We've hired qualified personnel to operate and maintain sewage water treatment equipment in the waste water treatment station in each of our factories. We entrusted water inspection institute that are recognized by EPA to examine the waste water in the factory and the emitted water to monitor our emitted water quality and keep normal functioning of our treatment equipment. Each of our factories has obtained the permission of water emission to fulfill the requirement of laws.</p>			No significant difference

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iv. Maintain social welfare				
(i) Does the Company formulate relevant management policies and procedures in accordance with relevant regulations and international human rights conventions?	V		(i) The Company follows “The United Nation Global Compact, UNGC,” “Universal Declaration of Human Right,” “ILO Declaration on Fundamental Principles and Rights at Work,” and relevant international human right principles to realize fair treatment and respect for all employees. We care for human right policies and guidelines for practice and has established working rules and related personnel management regulations in accordance with the labor law regulations as the basis for company management. Relevant human right policies and practices have been disclosed on the Company’s official website. In order to establish a gender equality workplace, the Company implements a system of parental leave without payment, and also provide family care leave and menstrual leave. The Company complies with all national regulations and international labor human rights norms, including international labor conventions, the UN Universal Declaration of Human Rights and other norms. In 2021, the Company was elected as a good institution for labor-management harmony in Tainan City.	No significant difference
(ii) Does the Company regulate or implement reasonable employee welfare policy (including remuneration, leaves and other welfares) and properly reflect managerial performance or results on employee’s remuneration?	V		(ii) The Company has provided several welfare policies for employees, besides labor insurance, health insurance, retirement pension contribution and parental leave, which are regulated by law, yearly health examination, bonus and coupons for 3 national holidays, wedding subsidy and condolence and group insurance are also included. The employee welfare and retirement system and the implementing situations have been disclosed on the Company’s official website. The Company has the policy of hiring diverse employees to increase job opportunities for local workers. We have a fair “guideline for regulating promotion channels” and we try to attract and keep talents by public recruitment channels and fair employment opportunities. We also have measures to help specific subjects who need assistance, such as providing unemployed workers chances to get back the workplace. We have been hiring physically-impaired workers, retired soldiers, unemployed, aboriginal and interns; we have reached 100% of the expected number for the aborigines and physically-impaired employees. Due to the special features of our industry, the gender distribution of our employees is as below: by the end of 2021, males take up 86.21%, and females take up 13.79% of all employees in our Company. We have 244 male managers and 14 female managers; females only take up about 5.43% of all managers. Female managers take up 9.09% of all female employees, while male managers take up 25.30% of all male employees. The Company follows labor laws and has established intact occupational safety and health management measures. We provide secure and hygiene workplace and we care for employees’ health at workplace. We build great working environment and take care of physical and mental health for workers with different backgrounds. The Company allocates 1%~3% as remuneration for employees. In 2021, we have offered an overall pay rise to a total of 531 employees, project-based pay raise for 20 employees, and we have signed a group contract with the labor union for better labor relation.	No significant difference

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(iii) Does the Company provide a safe and healthy working environment for employees and regularly implement safety and health education for employees?	V		<p>(iii) The Company gives priority to “Staff Safety”, aiming at zero disaster in the workplace, arrange security team to perform a variety of safety and health inspections irregularly, e.g. inspection and maintenance of fire-fighting equipment, factory visit, control of special operation areas, qualification review of special operation personnel, control of smoking areas, security check on buildings, in order to ensure staff safety on work. In addition, regarding 2 occupational accidents and 5 commuting accidents of 2021 safety and health indicators, a total of 7 employees (accounting for 0.60% of the total number of employees in 2021), each case was investigated and analyzed, and publishing “An Warning of Occupational Safety” to avoid similar accidents.</p> <p>Conduct one employee health check and many safety and health staff training sessions along with announcement on an annual basis, implement “Workplace Safety and Health Week” activities every year, take preventive and control measures as per the objectives that have been promised or set the level of recognized harm and risk, through “staff training”, “diagnosis and counseling”, “audit” and many other methods to reinforce. Workplace safety and health facilities, healthy environment and management function, and guarantee the safety and health of operational personnel. In 2021, The Company followed the “The rules in occupational safety and health training” which including stationary crane, organic solvent line manager, hypoxia line manager, specified chemical substances line manager, dust line manager, first-aid personnel training, in-service staff education training, regarding dangerous and harmful materials, confined space, and other trainings, a total of 656 people. As well as production of poster, warning of occupational safety, worksite safety and health announcement, in total 21 times the entire year. In 2021, was awarded Excellent Promotion Unit for Safety Culture by Department of Labor in Tainan City.</p>	No significant difference
(iv) Does the Company establish efficient training program of career competency for employees?	V		<p>(iv) In order to cultivate good talents, the Company is working on improving maintenance capability; increasing numbers of aircraft maintenance certifications, regulating training for employees and holding both domestic and overseas training to enhance professional skills and employees are able to provide competitiveness and long-term development in return for the Company. On the other hand, in cooperation with the demand for corporate business development, give priority to train current employees to repair various types of models in the light of company competitiveness and long-term development. In addition, the Company is in industry-academia cooperation and intern training program with many universities and colleges, assisting trainees in quickly adapting to the work environment during the internship, effectively inheriting the healthy corporate culture, selecting enterprising individuals to extend and renew the contract with the Company.</p> <p>The Company offers courses to improve employees’ language proficiency. We also arrange management training course or consensus camp to have managers to take courses of management strategies and corporate governance; we also have sales personnel participate in professional training course of financing so as to enhance competence of all employees. In 2021, we have organized a total of 7,553 hours of training course and had 7,121 employees to participate in these courses.</p>	No significant difference
(v) Does the Company follow related rules and international principles on products, health, safety, and privacy of the served customers and marketing and labeling and set up related policies and complaint process for protecting consumers or customers right?	V		<p>(v) The Company cooperates to maintain secrecy due to the involvement with national defense confidentiality. In addition to satisfying quality and lead time, the Company also implements satisfaction survey of customers regularly following the ISO qualification manual to maintain good relationships with customers. Aircraft repaired at the Company go through customs inspection, license inspection, quarantine of personnel, animal and plant, safety check and aviation security in accordance with aviation policy. The Company also provides health care for overseas technical representatives. The Company's maintenance services are subject to the relevant domestic civil aviation regulations and regulations and the provisions of the International Civil Aviation Administration. The Company was awarded the “AS9110” and “AS9100” certification representing a certain quality management system standard to ensure flight safety and reliability. And to contract with customers with a warranty and insurance terms to ensure consumer rights.</p>	No significant difference

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(vi) Does the Company regulate supplier management policy to demand suppliers to obey related standard on environment, job safety and sanitation or labor rights and tracking execution status?	V		<p>(vi) The Company has “Regulations for Supplier Management” and “Suppliers, Repair Agencies, and Subcontractors Evaluation Procedure” to ensure the stability of material. Supplier evaluation takes place annually as well as random training for environment protection and job safety and sanitation to assist suppliers to obey regulations and company rules and improve public safety and sanitation performance. If the supplier involves violating CSR, environmental protection policies and integrity business activities have not improved, and the Company will terminate or stop the contract at any time.</p> <p>In 2021, the Company requests its suppliers to fulfill the following requirements:</p> <table border="1"> <tr> <td>Evaluation of Suppliers</td> <td>All suppliers should pass the censorship of the Company, fill in required checklist tables, and provide relevant inspection certificates recognized in the industry. The aviation materials and service suppliers should obtain third party quality certification, including international standards ISO9001, AS9100, ASA-100, FAA AC 00-56, or ISO/SAE, or they should obtain manufacturing permits from Civil Aeronautics Administrations, including TC, PC, PMA or TSOA. They should obtain the maintenance service provider certificate of Part 145, including FAA, EASA, or TCCA. For suppliers outside the aviation business field, they should obtain valid registration certificate for their factory / plant issued by the government.</td> </tr> <tr> <td>Audit of Suppliers</td> <td>The Company follows the procedures for evaluating and managing suppliers to censor documents of aviation material and service providers and those of secondary contractors, or arrange on-site audit with audit team from department of quality assurance according to relevant laws. We request suppliers to improve quality of their components and service to fulfill requirements on the components and services.</td> </tr> <tr> <td>Training of suppliers</td> <td>The Company emphasizes laborers’ rights and workplace safety and hygiene. We devoted to building a partnership with stakeholders to realize mutually beneficial collaboration, to pursue profit and value for all parties, and to ensure sustainable operation. We have established “Air Asia Safety and Hygiene Association” to offer our contracted suppliers assistance and guidance in improving our workplace environment. We follow “Labor Safety and Health Act” to establish the Safety and Hygiene Committee. Its duty is to review accidents related to abnormal functioning of employees and contractors or occupational accidents to find out causes and figure out measures to improve the conditions to keep similar accidents from happening again. A total of 18 suppliers received the consultation, and 72 persons have received relevant training.</td> </tr> </table>	Evaluation of Suppliers	All suppliers should pass the censorship of the Company, fill in required checklist tables, and provide relevant inspection certificates recognized in the industry. 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v. Does the Company use international common criterion or indication as reference to compose sustainable development report or reports that disclose non-financial related info of the Company? Does the report acquire assure or confirmed opinions from a third-party certification unit?		V	Promote the implementation of sustainable development by the Company is handled in accordance with instructions of the competent authorities and relevant laws and regulations. The Company has set up a corporate social responsibility zone on the website, and will disclose relevant information to the Company’s website and MOPS according to the actual operation situation.	The Company does not have sustainable development report yet, will have one depends on Company’s development and regulations in the future.						
vi. If this company promulgate its own rules for corporate governance practice according to “ Sustainable Development Best Practice Principles for TWSE/TPEX Listed Companies”, please describe the difference between its operation and these rules: In order to implement corporate social responsibility, the Company has established “Sustainable Development Practice Principles”, and it will continue to implement and execute it with all colleagues of the Company according to the norms and spirit of “Sustainable Development Practice Principles”.										

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vii. Other important information that helps to understand the operation of sustainable development: The Company has set up a corporate social responsibility zone on the website, and will disclose relevant information to the Company's website and MOPS in the future according to the actual operation situation.			