

Advantech Co., Ltd.

Whistleblower Report Processing Guideline

Article 1 Purpose and scope

1. Advantech Co., Ltd. (hereinafter referred to as the “Advantech”) upholds high ethical standards and operates in good faith. Advantech provides the channel for proactive reporting of violation of integrity and ethics standards and formulates the Whistleblower Report Processing Guideline (hereinafter referred to as the “the Guideline”).
2. The scope of the Guideline covers Advantech and its subsidiaries.

Article 2 Setting up a reporting channel

Advantech has a "Whistleblower Reporting Mailbox" for internal or external stakeholders (such as employees, suppliers and customers) to report violations of integrity and ethical standards with related evidence. The reporting paper will be sent to the Head of Internal Audit at No. 1, Lane 20, Lane 26, Ruiguang Road, Neihu District, Taipei City, and the reporting email sent to audit.direct@advantech.com.tw.

Article 3 Report will be actively investigated

Chairman of the group shall handle the report in a fairness manner. Chairman of the Group shall assign investigator to actively investigate the case. All units shall cooperate with the investigation of reported cases and shall not conceal any information.

Article 4 Management of investigation results

1. The project investigator shall report the results of the investigation of the case directly to the chairman of the group. If there is any violation of integrity and ethical standards, Advantech shall take necessary actions/punishment according to relevant policies or regulations.
2. If the investigator finds that the reported case presents as a serious violation or may lead to significant damages of Advantech, it shall immediately report to independent director in writing.
3. If chairman of the group or project investigator find that the reported case involves director or senior executive, it shall be reported to the independent director.

Article 5 Investigation documents should be kept in good condition

Chairman of the group and the assigned investigator shall properly keep the relevant documents obtained during the investigation process, the records of the investigation process and the report of the investigation results.

Article 6 Confidentiality and rewards

1. Advantech will ensure confidentiality and protection of whistleblower (i.e., the reporter) identify and original report content. The personnel involved in the investigation of the reported case shall not be disclosed without authorization, so as to avoid unfair treatment, retaliation or threat.
2. If the investigation report is true, the whistleblower shall be granted with appropriate rewards to encourage reporting of any improper behavior.

Article 7 Implementation

This Guideline was implemented after the approval of the Board of Directors and if the Guideline was amended, the same.

This Guideline was established on March 6, 2015.

The first amendment was made on March 28, 2016.

The second amendment was made on April 29, 2021.