

**安得烈股份有限公司**  
**FEDERAL LOCK CO., LTD.**  
**社會責任政策聲明-我們的承諾**  
**Corporate Social Responsibility Statement**

**社會責任承諾**  
**Our Principles**

- 維持良好公司治理，嚴守商業道德規範  
Maintain good corporate governance and adhere to business ethics standards.
- 組織管理運作均符合政府及國際相關法規並持續追求改善進步  
Organizational management complies with government and international regulations, and continues to seek improvement.
- 符合社會責任準則與相關法規規範  
Comply with social responsibility principles and regulations.
- 提供員工安全健康的工作環境及合理的薪資與福利  
Provide employees with a safe and healthy working environment and reasonable wages and welfare.
- 提倡環保愛地球活動及參與社會公益活動  
Participate and support environmental and charitable activities.
- 教育員工，使其了解並支持公司善盡企業社會責任  
Educate employees to understand and support FEDERAL LOCK in fulfilling corporate social responsibility.
- 與客戶、供應商溝通交流企業社會責任，彼此學習、共同進步  
Communicate and exchange experiences and ideas on corporate social responsibility with customers and suppliers, to learn from each other and progress together.

- 本公司基於聯合國工商企業與人權指導原則(UNGPs)、社會責任標準行為準則及政府法律的相關法規標準標準，應落實盡責調查，以保護和保障勞工之工作環境安全條件、勞動人權，落實供應鏈管理確保所有配合夥伴旗下勞工在健康安全、工作安全及工作報酬等方面，有公平一致的條件；建立暢通溝通平台，落實利害關係人於社會責任議題之諮商及相關資訊可完整揭露。

Based on the standards of United Nations Guiding Principles on Business and Human Rights (UNGPs), corporate social responsibility and laws, FEDERAL LOCK is committed to implementing responsible investigations and supply chain management practices to safeguard fair and safe working environment, conditions, places and rights of workers. Additionally, FEDERAL LOCK establishes open communication platforms to facilitate consultations with stakeholders on social responsibility issues and ensures complete disclosure of relevant information.

本公司遵守社會責任之規定：

FEDERAL LOCK complies with social responsibility:

### **禁用童工與青年勞工保護**

### **Prohibition of Child Labor and Protection of Young Workers**

- 不僱用未滿最低就業年齡的兒童。  
Do not employ children below the minimum employment age.
- 如雇用青年勞工應制定完整保護機制。  
A complete protection mechanism will be established if employing young workers.

### **自願工作與人道的待遇**

### **Non-forced Labor and Humane Treatment**

- 不強迫和強制勞工進行工作，及限制其自由。  
Do not force workers to work or restrict their freedom.

- 不得已懲戒性、不人道方式管理員工。  
No punitive and inhumane actions should be taken in the management of employees.
- 尊重員工的尊嚴，禁止虐待、體罰、精神或肉體脅迫以及言語侮辱。  
Respect the dignity of employees and prohibit abuse, corporal punishment, mental or physical coercion and verbal insults.
- 不使用任何有形式之囚工。  
No forced labor.

## 健康與安全

### Health and Safety

- 提供安全、健康的工作環境，並提供工作所需之防護設備及措施以守護所有員工之安全與健康。  
Provide a safe and healthy working environment and offer the necessary protective equipment and measures to safeguard the safety and health of all employees.

## 全體同仁自由結社與溝通自由

### Freedom of Association and Expression

- 勞資會議與員工代表積極充分溝通；員工代表由全體員工選舉產生。  
Communicate actively and fully with employee representatives, who are elected by all employees.

## 不歧視

### Freedom from discrimination

- 不因年齡、種族、國籍、宗教、性別、性別取向等歧視員工。公司不允許任何威脅、虐待、剝削的行為及性侵擾行為，包括姿勢、語言和身體的接觸。

Do not discriminate against employees based on age, race, nationality, religion, gender, sexual orientation, etc. FEDERAL LOCK does not allow any threatening, abusive, exploitative, or sexually harassing behavior, including gestures, language, and physical contact.

## 懷孕女性員工保護

### Maternity protection

- 禁止安排懷孕和哺乳期的女性員工，從事影響胎兒、嬰兒健康的有毒有害作業，及可能會影響胎兒和懷孕女性員工身體狀況的勞動。

Prohibit to assign works to pregnant and lactating employees that may affect the health of fetuses, infants or their physical condition.

- 公司要宣傳、普及女性員工勞動衛生保健知識，加強女性員工勞動保護教育，建立健全女性員工在經期、懷孕期、產期、哺乳期、更年期的保健制度。

FEDERAL LOCK should promote and popularize the health knowledge for female employees by enhancing education and establishing a complete health care system for menstruation, pregnancy, childbirth, lactation and menopause.

## 合法的工作時間

### Legal Working Hours

- 符合法律規定的工作時間及加班制度。

Comply with working hours and overtime stipulated by laws and regulations

## 工資福利制度

### Wage and Welfare System

- 不少於法規規定的最低工資，優於法律規定的福利制度。  
Provide greater wage and welfare to workers comparing with the requirement of the laws and regulations.

## 健全的管理體系

### Complete Management System

- 公司管理人員遵守法律規定、公司規章以及尊重社會責任承諾，透過定期的管理審查確認社會責任規定的執行結果。  
Management personnel comply with legal regulations, company rules and respect social responsibility commitments to ensure the implementation of corporate social responsibility.

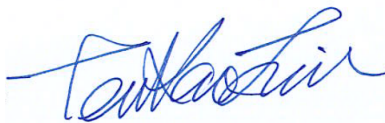
## 商業道德要求

### Business Ethics

- 所有的商業活動應遵循誠信標準，禁止任何形式的貪污、敲詐勒索和挪用公款，洗錢等行為，應推行監控和強化程式以保證符合廉潔經營的要求。  
All business activities should follow the standards of honesty, prohibit any form of corruption, extortion, embezzlement of public funds, money laundering, etc., and implement monitoring and strengthening procedures to ensure compliance with the requirements of integrity.
- 不得提供或接受賄賂或其他形式的不正當收益，適當的饋送的禮物價值應當是適度的。  
Bribes or other forms of improper benefits shall not be offered or accepted, and appropriate gifts should be modest in value.

- 依照適用法規和主要的行業慣例公開有關商業活動、組織結構、財務狀況和績效資訊。  
Disclose information about business activities, organizational structure, financial condition and performance in accordance with applicable regulations and prevailing industry practices.
- 應尊重智慧財產權，技術和生產經驗的轉讓要妥善保護智慧財產權。  
Intellectual property rights should be respected and protected in technology transfer.
- 應制定公平交易、廣告和競爭的標準，公司必須有保護客戶資訊的措施。  
Standards for fair trade, advertising and competition should be established, FEDERAL LOCK must have measures in place to protect customer information.
- 應制定程序，以保護供應商和員工檢舉者並確保其身份的機密性。  
Procedures should be in place to protect suppliers and employees whistleblowers and ensure the confidentiality of their identities.

總經理



民國 112 年 6 月 1 日