

113 年度落實禁止內線交易之具體情形

為避免本公司或內部人因未諳法規規範誤觸或有意觸犯內線交易相關規定，造成公司或內部人訟案纏身，損及聲譽之情事，本公司已訂定「防範內線交易管理作業程序」，防範內線交易，保障投資人及維護本公司權益。

113 年度落實禁止內線交易之具體情形

- 本公司每年蒐集即時法規訊息並不定期向內部人（包含董事及經理人）宣導相關法規函令，加強內部人法令遵循，以免其受罰。

日期	宣導方式	宣導內容
29/02/2024	電子郵件	通知各內部人注意財務報告公告之禁止交易期間 ✚ 本公司 112 年度財務報告公告日為 113 年 3 月 15 日董事會通過日期，故本公司於公告之 30 日前即 113 年 2 月 29 日以電子郵件方式通知各內部人注意財務報告公告之禁止交易期間，並遵守相關規定。
23/04/2024	電子郵件	通知各內部人注意財務報告公告之禁止交易期間 ✚ 本公司 113 年第一季財務報告公告日期為 113 年 5 月 13 日董事會通過日期，故本公司於公告 15 日前即 113 年 4 月 23 日以電子郵件方式通知各內部人注意財務報告公告之禁止交易期間，並遵守相關規定。
05/08/2024	電子郵件	通知各內部人注意財務報告公告之禁止交易期間 ✚ 本公司 113 年第二季財務報告公告日期為 113 年 8 月 23 日董事會通過日期，故本公司於公告 15 日前即 113 年 8 月 05 日以電子郵件方式通知各內部人注意財務報告公告之禁止交易期間，並遵守相關規定。
24/10/2024	電子郵件	通知各內部人注意財務報告公告之禁止交易期間 ✚ 本公司 113 年第三季財務報告公告日期為 113 年 11 月 11 日董事會通過日期，故本公司於公告 15 日前即 113 年 10 月 24 日以電子郵件方式通知各內部人注意財務報告公告之禁止交易期間，並遵守相關規定。

- 若適逢有董事改選、新任董事就職之情事，則公司治理單位會特別印製與內線交易之法令規範相關的手冊提供給新任董事以利其閱覽並了解相關法條(最近一次之董事改選為 2022 年 6 月 29 日，新任董事皆有簽收相關宣導手冊以及相關內部人注意事項說明)。相關內線交易之法令規範相關的手冊，如下：

No	文件名稱
1	董監事法規宣導手冊

更多資料可至網站 <http://www.tpex.org.tw/> -> 內部人股權專區 -> 宣導資料，下載相關檔案電子檔。

- 本公司每年提供董事持續進修課程或相關法規宣導座談會之資訊，以協助董事遵循法令規範，並會適時提醒所有董事們應及時完成年度進修的時數要求。

The situation of implementing the prevention of insider trading in 2024.

To prevent the company or insiders from erroneously or intentionally violating the relevant regulations on insider trading because of ignorance of laws and regulations, causing the company or insiders to lose lawsuits and damage their reputation, the company has planned "Procedures for Preventing Insider Trading Management" to protect investors and safeguard the rights and interests of the company.

The situation of implementing the prevention of insider trading in 2024.

- The company collects information on regulations every year and occasionally publicizes relevant laws and regulations to insiders (including directors and managers) to strengthen insiders' compliance with laws and regulations.

Date	Way	Content
29/02/2024	Email	Inform all insiders to pay attention to the prohibited trading period of the announcement for the financial report. ✚ The company's 2023 annual financial report announcement date is March 15, 2024, when the board of directors passed the date, so the company notified all insiders by email on February 29, 2024, 30 days before the announcement, to pay attention to the prohibited trading period of the financial report announcement and abide by relevant regulations.
23/04/2024	Email	Inform all insiders to pay attention to the prohibited trading period of the announcement for the financial report. ✚ The company's 2024Q1 financial report announcement date is May 13, 2024, when the board of directors passed the date, so the company notified all insiders by email on April 23, 2024, 15 days before the announcement, to pay attention to the prohibited trading period of the financial report announcement and abide by relevant regulations.
05/08/2024	Email	Inform all insiders to pay attention to the prohibited trading period of the announcement for the financial report. ✚ The company's 2024Q2 financial report announcement date is August 23, 2024, when the board of directors passed the date, so the company notified all insiders by email on August 05, 2024, 15 days before the announcement, to pay attention to the prohibited trading period of the financial report announcement and abide by relevant regulations.

24/10/2024	Email	<p>Inform all insiders to pay attention to the prohibited trading period of the announcement for the financial report.</p> <p>✚ The company's 2024Q3 financial report announcement date is November 11, 2024, when the board of directors passed the date, so the company notified all insiders by email on October 24, 2024, 15 days before the announcement, to pay attention to the prohibited trading period of the financial report announcement and abide by relevant regulations.</p>
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- If there is a re-election of directors or the appointment of new directors, the corporate governance unit will especially print a manual related to insider trading laws and regulations for new directors (The latest re-election of directors is on June 29, 2022, and all new directors have signed the relevant brochures and relevant insider notices).

No	File Name
1	Laws and Regulations Publicity Manual for Directors and Supervisors
2	Notes for new insiders of Shanghai (Xing) Cabinet Company

For more information, please go to the website <http://www.tpex.org.tw/> -> Insider Equity Zone -> Publicity Materials, and download relevant electronic files.

- Every year, the company will also provide continuing education courses for directors or related laws and regulations to assist directors in complying with laws and regulations., and will remind all directors to complete the annual training hour requirements in a timely manner.