

## **Diamond Biofund Labor Practices Commitment**

### **Commitment Statement**

Diamond Biofund, in fulfilling its corporate social responsibility, adheres to the principles set forth by the International Labour Organization (ILO) and relevant international human rights conventions, while strictly complying with labor laws and regulations in our operating locations. This commitment applies to all employees of the Company, and we encourage our suppliers, investee companies, and business partners to uphold equivalent standards and principles in employment practices and labor condition management, thereby jointly promoting human rights protection and labor rights.

---

### **Commitments**

- **Living wage:** Ensure wages are set at or above the cost of living to provide economic security for employees and their families.
  - **Working hours management:** Prevent excessive working hours or forced overtime by strictly complying with the Labor Standards Act, monitoring working hours, and setting maximum overtime limits.
  - **Equal remuneration:** Uphold the principle of equal pay for equal work, ensuring no discrimination on the basis of gender, age, ethnicity, marital or parental status, religion, or other identity factors.
  - **Annual leave:** Guarantee statutory paid annual leave (special leave) entitlements, with wages and social insurance benefits unaffected during leave periods.
  - **Consultation and notice periods before mass terminations:** In the event of significant organizational restructuring or mass terminations, provide consultation mechanisms and a minimum notice period of 60 days.
- 

### **Implementation Measures**

#### **Living wage compliance**

Diamond Biofund is committed to providing wages above the cost of living to ensure

that employees and their families enjoy stable and sufficient economic security. According to data released by the Asia Floor Wage Alliance in 2024, the estimated monthly living wage for the Asia region is 1,750.54 PPP\$. Based on the OECD's 2023 published purchasing power parity (PPP) index for Taiwan of 13.57, this translates into an estimated living cost of approximately NTD 23,755 (Source: Calculating a Living Wage – Asia Floor Wage Alliance).

The Company's entry-level employees' monthly salary exceeds NT\$28,590, while the average annual salary of full-time employees not holding managerial positions reached NTD 2,035,000 in 2024. Both figures are significantly higher than the above living wage benchmark. This level of remuneration is sufficient to cover employees' and their families' daily needs such as food, housing, transportation, healthcare, education, and clothing, demonstrating the Company's strong commitment to employee well-being.

To attract and retain talent, Diamond Biofund has established a competitive and transparent compensation policy, and conducts regular salary structure reviews to assess pay levels across functions and job grades. Through institutionalized management and data analysis, the Company ensures that all employees receive compensation not lower than the estimated living cost benchmark, thereby safeguarding and improving employees' quality of life and career stability.

### **Working hours and overtime management**

In line with the Labor Standards Act, Diamond Biofund pays overtime compensation based on actual hours worked. To prevent excessive working hours and forced overtime, the Company's HR system includes limits on maximum working hours and real-time monitoring of daily and monthly overtime. Legal thresholds are enforced: maximum 4 hours of overtime per workday, maximum 12 hours on rest days, no work on statutory holidays except under force majeure, and a monthly cap of 46 hours.

### **Overtime compensation**

In accordance with the Labor Standards Act, Diamond Biofund provides overtime pay as required by law and also offers compensatory leave as an alternative option to protect employees' rights. After employees complete overtime work, the system integrates overtime applications with attendance records on a monthly basis, and the accounting system automatically calculates and disburses the corresponding overtime pay on time. If an employee chooses to offset overtime hours with compensatory leave but does not take all such leave by the end of the year, the Company will, through the same

calculation process, issue the equivalent overtime pay after year-end, ensuring that employees receive full compensation for overtime work.

### **Employee consultation and working conditions**

The Company values employees' voices and maintains open and transparent communication channels. Quarterly labor-management meetings address issues such as working conditions, benefits, occupational health and safety, and workplace improvements, reinforcing mutual trust. In addition, a grievance hotline and dedicated mailbox are in place, while probation completion interviews, exit interviews, and annual anonymous surveys gather employee feedback on processes and policies.

### **Equal remuneration and pay equity**

Diamond Biofund upholds the principle of equal pay for equal work and pay equity, ensuring that no employee is subject to differential treatment based on gender, age, ethnicity, marital or parental status, religion, or any other identity factor. All employees performing the same roles and contributing equally are entitled to the same remuneration and promotion opportunities.

For entry-level staff in the same job category, the starting salary is standardized. For candidates with relevant expertise and professional experience, compensation is flexibly determined based on their academic background, work experience, skills, and certifications. In addition, the Company conducts regular reviews of its salary structure and compensation data analysis to examine pay levels across positions. These mechanisms ensure that employees are not subject to disparities in pay or opportunities due to gender or ethnicity, thereby reinforcing fairness and inclusiveness in the workplace.

### **Expanded social protection measures**

Beyond statutory social insurance, Diamond Biofund provides enhanced employee support beyond public programs, including:

- **Child education allowance:** Employees below manager level with children aged 0–18 may apply for a monthly subsidy of NTD 2,000.
- **Parking Subsidy:** For positions at the Associate Manager level and above, parking spaces are fully subsidized by the company. Other employees may apply for a monthly subsidy of NT\$1,500.
- **Group insurance and travel accident insurance:** In addition to labor and

health insurance, employees are covered by supplemental group insurance and travel insurance for enhanced security.

**Annual leave entitlements**

The Company proactively calculates and grants paid annual leave entitlements starting from six months of service, increasing progressively with seniority up to 30 days. During annual leave, wages and social insurance benefits remain unaffected. Employees are encouraged to make full use of their leave to maintain well-being and work-life balance, fostering a sustainable and employee-friendly workplace culture.

**Consultation and notice before mass terminations**

In accordance with the Mass Redundancy Protection Act, the Company commits to providing affected employees with a minimum notice period of 60 days prior to significant organizational restructuring or large-scale redundancies, along with career counseling support.