

LITE-ON Identification of Mitigation Measures for Human Rights Impacts

Material human rights	Description	Employees	Customers	Suppliers	
		LITE-ON employees	Corporate customers	General supplier	Contractors/Subcontractors
Right to privacy	A failure on the part of LITE-ON and its value chain to safeguard business information or customer and employee data that leads to data theft, leak, or misuse; and the inability to delete or change such information by request.	As part of the commitment to privacy, LITE-ON has various maintenance and control measures in place to ensure information security ("InfoSec") and raise InfoSec awareness. LITE-ON also follows the policies and guidelines established by the InfoSec department. The Personal Information Protection and Management Guidelines implemented by the human resources department ensure that personal information is collected, processed, and used in compliance with the law. In addition, a rigorous procedure is in place to destroy personal data regularly and keep video records of the process in order to ensure personal data are protected by the most strict and stringent standards.	LITE-ON values the privacy and safety of its stakeholders, including employees, business partners (customers, suppliers, and consultants), and shareholders, and of operation related information assets. The Information Security Policy has been implemented to provide the basis for management, while a cross-departmental and cross-functional InfoSec organization performs InfoSec tasks and promotes compliance with ISO 27001: 2013. LITE-ON uses the PDCA cycle to create, implement, maintain, and improve InfoSec management systems. Meanwhile, InfoSec tools and ongoing improvements are being introduced to maintain effective information security and privacy protection. Furthermore, LITE-ON performs regular internal InfoSec audits in order to confirm the status of InfoSec management practices. Improvements are made based on audit results in order to maintain an effective InfoSec management system at LITE-ON on an ongoing basis.		
Right to family life	Employees of LITE-ON or on its value chain find it difficult to start a family or enter marriage. For example, the inability to apply for a child care or maternity leave or the absence of breastfeeding facilities or child support programs.	The company provides airline tickets to Taiwan and home leaves for employees on expatriate assignments every year so that they may spend time with their families. For example, employees stationed in Mainland China are able to return to Taiwan once every month and a half on average, which is better than the prevailing market practice. LITE-ON purchases larger group insurance policies to cover employees on expatriate assignments and their families so to give them peace of mind. In addition, LITE-ON purchases travel insurance to cover employees going on business trips and provide a certain amount of coverage. For employees in dangerous countries or regions, the company is a member of an overseas emergency assistance service and able to provide priority assistance as needed. LITE-ON offers a variety of assistance to employees with child care needs, such as the option to take extended leave, choose different career paths, and receive subsidies.	Not applicable		LITE-ON has established the Supplier Code of Conduct ("Supplier CoC") based on the Responsible Business Alliance Code of Conduct ("RBA Code of Conduct"). It requires that suppliers (and contractors) follow the spirit of "workers" in the Supplier CoC and ensure the right to family life is not interfered by extended working hours.

Protection of working conditions	The inability of the working conditions and environment provided by LITE-ON or on its value chain to adequately protect the lives, health, and safety of employees. For example, insufficient break time between shifts, excessive continuous working hours, wages too low to support a living, and excessively dangerous working conditions.	In terms of compensation packages, LITE-ON has designed regular compensation reviews. The company pays more than local minimum wages most of time to provide an adequate standard of living. Working hours follow shifts in compliance with the law in order to avoid excessive working hours or insufficient break time that may affect the physical or mental health of workers. Meanwhile, health checkups are conducted on an annual basis. The company also has medical doctors and nurses offer health advice to its employees based on the results. In addition, The LITE-ON Employee Assistance Program offers assistance from a professional management consulting firm. The service can be accessed anytime by calling the toll-free hotline for telephone or face-to-face consultation provided by professional consultants.	Not applicable	LITE-ON has established the Supplier Code of Conduct ("Supplier CoC") based on the Responsible Business Alliance Code of Conduct ("RBA Code of Conduct"). It requires that suppliers (and contractors) follow the spirit of "workers" in the Supplier CoC and ensure the right to family life is not interfered by extended working hours.
Right to health	Health hazards at work or during the use of products or services. For example, work injuries, occupational illnesses, and use of hazardous substances (e.g. conflict minerals issues).	LITE-ON has the Occupational Health and Safety Committee in place. The committee performs quarterly reviews on 12 topics, including health and safety policies, management plans, education and training, and health management. For particularly hazardous processes, LITE-ON follows the occupational health and safety regulations and monitors the working environment. In addition special health checkups are provided to operators involved in such processes.	With the LS301 standards in place, LITE-ON has been keeping up-to-date on international banned/restricted substance regulations and guides and brand name clients' restricted substance guidelines and requirements. In addition, LITE-ON updates the rationale of restricted substances as needed. The Green Management System (GMS) platform is built to combine material requirements, international laws and guides, customer policies, and supplier information for effective review and management of hazardous substances. LITE-ON hopes to bring customers low-toxicity and low-pollution products to minimize any harmful impact they may have on the human body or the environment, and achieve the goal of being environmentally friendly through material selection.	All suppliers comply with health and safety management under the LITE-ON Supplier CoC. The supply chain sustainability risk survey provides another look at the implementation of occupational health and safety practices of key suppliers. LITE-ON will follow the audit guidelines and perform onsite inspections when high risks are identified. LITE-ON has the OH51P024-G_Contractor Management Procedure in place for monitoring safety in the work performed by contractors/subcontractors. Occupational health and safety officers watch and check the work in order to identify errors quickly and put forward recommendations for improvement or prevention. The practice ensures the safety of workers sent by contractors/subcontractors to work in LITE-ON factories.