

LITE-ON Identification of Remedial Measures for Human Rights Impacts

Material human rights issue	Description	Employees	Customers	Suppliers	
		LITE-ON employees	Corporate customers	General supplier	Contractor
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.	I. An exercise that simulates a data leak has to follow the steps below: 1. Report the incident to InfoSec representative of the appropriate department based on the severity of risk. 2. The InfoSec representative determines classification of the incident and hands the result to the InfoSec department. 3. The InfoSec department confirms the incident and calls on relevant departments to assemble an emergency response team. 4. The emergency response team assesses the potential impact, and asks the departments to assist in analyzing the cause. 5. The departments assist in finding the confirmed audit trail and related evidence, and complete the Incident Reports. The Incident Reports are submitted to the InfoSec representative. 6. Notify the data owner(s) if the incident involves personal data. 7. Devise the procedure for making claims after the incident and means of compensation. 8. Hold a review meeting after the incident is closed to evaluate whether employees were sufficiently trained to respond to an incident and handle the situation and to identify room for improvement in the process or need to purchase new equipment. 9. Devise an improvement plan for keeping personal information secure. II. Regular internal and external audits			
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.	To ensure all employees have access to an uninterrupted channel, the company permits paper forms to be used when the online application for maternity or child care leave is temporarily unavailable.	Not applicable	LITE-ON requires that suppliers (and contractors/subcontractors) follow the spirit of "workers" in the Supplier CoC and protects workers' rights. Risk surveys targeting key suppliers are conducted regularly to monitor implementation of family friendly working hours. If a high risk supplier is identified, LITE-ON will perform an onsite inspection and provide recommendations for improvement. It will also require that the supplier present improved results by a specified deadline in order to remove itself from the list of high risk suppliers.	

<p>Protection of working conditions</p>	<p>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.</p>	<p>Employees given insufficient break time will be given the necessary break time or deferred paid leave afterward before they return to work. Regarding employee health measures, LITE-ON provides annual health checkups, which are better than the mandatory requirement. Regular checkups for employees and biological specimens from blood and urine samples make early detection and treatment possible. The benefit actually improves the health hazard in the workplace.</p>	<p>Not applicable</p>	<p>LITE-ON requires that suppliers (and contractors/subcontractors) follow the spirit of "workers" in the Supplier CoC and protects workers' rights. Risk surveys targeting key suppliers are conducted regularly to monitor implementation of family friendly working hours. If a high risk supplier is identified, LITE-ON will perform an onsite inspection and provide recommendations for improvement. It will also require that the supplier present improved results by a specified deadline in order to remove itself from the list of high risk suppliers.</p>
<p>Right to health</p>	<p>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).</p>	<p>Incident description: A separate fan has to be installed when testing servers. The fan appears to wobble when it is turned on. It leans toward the test server, and the operator, out of reflex, reaches out to stop it. The operator gets a cut in the hand from the blade. Improvements: 1. Engineering control: Add a safety guard around the blades so that operators will not come into direct contact with the blades when they touch the fan. 2. Management control: Raise health and safety awareness in the workplace.</p>	<p>The procurement procedure cannot be initiated if the supplier cannot meet the LS301 standards on the GMS platform. The supplier will be given a deadline for improvement. Meanwhile, LITE-ON will check to see if materials already delivered have entered production. If so, materials below the standards will be isolated to prevent mixing with others. Finished and semi-finished goods already in transit will be recalled for verification.</p>	<p>When high occupational health and safety risks are identified in a key supplier, LITE-ON will perform an onsite inspection according to the audit guidelines and give the supplier a deadline for improvement, which will be followed up.</p>