

Lite-On Technology Corporation

Regulation and Procedure for Board of Directors Meetings

- Article 1 To establish a strong governance system and sound supervisory capabilities for Lite-On Technology Corporation's board of directors and to strengthen management capabilities, assist the directors in the performance of their duties, and improve the performance of the board of directors. These Rules are adopted pursuant to Article 2 of the Regulations Governing Procedure for Board of Directors Meetings of Public Companies.
- Article 2 With respect to the board of directors meetings ("board meetings") of Lite-On Technology Corporation, the main agenda items, working procedures, required content of meeting minutes, public announcements, and other compliance requirements and the Company's requirements for processing related demands of the directors shall be handled in accordance with the provisions of these Rules unless otherwise specified in laws or the Articles of Incorporation.
- Article 3 The board of directors shall meet at least quarterly.
- A notice of the reasons for convening a board meeting shall be given to each director 7 days before the meeting is convened. In emergency circumstances, however, a board meeting may be called on shorter notice.
- The notice to be given under the preceding paragraph may be effected by means of electronic transmission with the prior consent of the recipients.
- All matters set forth under Article 12, Paragraph 1 of these Rules shall be specified in the notice of the reasons for convening a board meeting. None of those matters may be raised by an extraordinary motion except in the case of an emergency or for other legitimate reason.
- The Company's directors shall obtain suitable and updated information with formats and quality that allow directors to make informed decisions and perform their duties as directors.
- Article 4 The designated unit responsible for the board meetings of Lite-On Technology Corporation shall be the Secretariat of the Board.
- The Secretariat of the Board shall draft agenda items and prepare sufficient meeting materials, and shall deliver them together with the notice of the meeting.
- A director who is of the opinion that the meeting materials provided are insufficient may request their supplementation by the unit responsible for board meetings. The unit shall provide materials within two days. If a director is of the opinion that materials concerning any proposal are insufficient, the deliberation of such proposal may be postponed by a resolution of the board of directors.
- Article 5 When a board meeting is held, an attendance book shall be provided for signing-in by attending directors, which shall be made available for future reference.
- Directors shall attend board meetings in person. A director unable to attend in person may appoint another director to attend the meeting in his or her place in accordance with Lite-On Technology Corporation's Articles of Incorporation. Attendance by videoconference will be deemed attendance in person.
- A director who appoints another director to attend a board meeting shall in each instance issue a proxy form stating the scope of authorization with respect to the reasons for convening the meeting.
- The proxy referred to in Paragraph 2 may be the appointed proxy of only one person.
- Article 6 A board meeting shall be held at the premises and during the business hours of Lite-On Technology Corporation, or at a place and time convenient for all directors to attend and suitable for holding board meetings.
- Article 7 Board meetings shall be convened and chaired by the chairperson of the board if the chairperson convened the meeting. A majority of directors may also specify proposals and reasons in writing and request the chairperson to convene a meeting of the board of directors.
- If the chairman of the board of directors fails to convene a meeting of board of directors within 15 days after the filing of the request under the preceding paragraph, a majority of the directors may convene a meeting of board of directors on their own.
- However, with respect to the first meeting of each newly elected board of directors, it shall be called within 15 days of the election and chaired by the director that received votes representing the largest portion of voting

rights at the shareholders meeting in which the directors were elected; if two or more directors are so entitled to convene the meeting, they shall select from among themselves one director to serve as chair.

In case the director elect receiving the a ballot representing the largest number of votes fails to convene the meeting of the board of directors within the time limit set out in the preceding paragraph, then the majority or more of the directors elect may convene the meeting on their own.

When the chairperson of the board is on leave or for any reason unable to exercise the powers of chairperson, the vice chairperson shall act in place of the chairperson; if the vice chairperson is also on leave or for any reason unable to exercise the powers of vice chairperson, the chairperson shall appoint one of the directors to act. If no such designation is made by the chairperson, the directors shall select one person from among themselves to serve as chair.

Article 8 When a board meeting is held, the designated unit responsible for the board meetings shall furnish the attending directors with relevant materials for ready reference.

As merited by the content of a proposal to be put forward at a board meeting, personnel from a relevant department or a subsidiary may be notified to attend the meeting as non-voting participants.

When necessary, certified public accountants, attorneys, or other professionals retained by Lite-On Technology Corporation may also be invited to attend the meeting as non-voting participants and to make explanatory statements, provided that they shall leave the meeting when deliberation or voting takes place.

The chair shall call the board meeting to order at the appointed meeting time and when more than one-half of all the directors are in attendance. If one-half of all the directors are not in attendance at the appointed meeting time, the chair may announce postponement of the meeting time, provided that no more than two such postponements may be made. If the quorum is still not met after two postponements, the chair shall reconvene the meeting in accordance with the procedures in Article 3, Paragraph 2.

The number of "all directors," as used in the preceding paragraph and in Article 16, Paragraph 2, Subparagraph 2, shall be counted as the number of directors then actually in office.

Article 9 Proceedings of a board meeting of the Company shall be recorded in their entirety in audio or video, and the recording shall be retained for a minimum of 5 years. The record may be retained in electronic form.

If any litigation arises with respect to a resolution of a board meeting before the end of the retention period of the preceding paragraph, the relevant audio or video record shall be retained until the conclusion of the litigation.

Where a board meeting is held by videoconference, the audio or video documentation of the meeting constitutes part of the meeting minutes and shall be retained for the duration of the existence of Lite-On Technology Corporation.

Article 10 Agenda items for regular board meetings of Lite-On Technology Corporation shall include at least the following:

A. Matters to be reported:

(A) Minutes of the last meeting and action taken.

(B) Important financial and business matters.

(C) Internal audit activities.

(D) Other important matters to be reported.

B. Matters for discussion:

(A) Items for continued discussion from the last meeting.

(B) Items for discussion at this meeting.

C. Extraordinary motions.

Article 11 A board meeting shall follow the agenda given in the meeting notice. However, the agenda may be changed with the approval of a majority of directors in attendance at the board meeting.

The chair may not declare the meeting closed without the approval of a majority of the directors in attendance at the meeting.

At any time during the course of a board meeting, if the number of directors sitting at the meeting does not constitute a majority of the attending directors, then upon the motion by a director sitting at the meeting, the chair shall declare a suspension of the meeting, in which case Article 8, Paragraph 3 shall apply mutatis mutandis.

Article 12 The matters listed below as they relate to Lite-On Technology Corporation shall be raised for discussion at a

board meeting:

- A. Lite-On Technology Corporation's business plan.
- B. Annual financial reports which are signed or sealed by the chairperson, managerial officer, and accounting officer.
- C. Adoption or amendment of an internal control system pursuant to Article 14-1 of the Securities and Exchange Act, and an assessment of the effectiveness of the internal control system.
- D. Adoption or amendment, pursuant to Article 36-1 of the Securities and Exchange Act, of any handling procedures for material financial or business transactions, such as the acquisition or disposal of assets, derivatives trading, loans of funds to others, and endorsements or guarantees for others.
- E. The offering, issuance, or private placement of equity-type securities.
- F. The appointment or discharge of a financial, accounting, or internal audit officer.
- G. The hiring or dismissal of a certified public accountant, or their compensation.
- H. A donation to a related party or a major donation to a non-related party, provided that a public-interest donation of disaster relief that is made for a major natural disaster may be submitted to the following board of directors meeting for retroactive recognition.
- I. Any matter that, under laws, regulations, or bylaws, must be approved by resolution at a shareholders' meeting or board meeting, or any material matter as may be prescribed by the competent authority.

The term "related party" in Subparagraph 8 of the preceding paragraph means a related party as defined in the Regulations Governing the Preparation of Financial Reports by Securities Issuers. The term "major donation to a non-related party" means an individual donation, or cumulative donations within a 1-year period to a single recipient, at an amount of NTD 100 million or more, or at an amount equal to or greater than 1 percent of net operating revenue or 5 percent of paid-in capital as stated in the CPA-attested financial report for the most recent year.

The term "within a 1-year period" in the preceding paragraph means a period of 1 year calculated retroactively from the date on which the current board of directors meeting is convened. Amounts already submitted to and passed by a resolution of the board are exempted from inclusion in the calculation.

Each meeting of Lite-On Technology Corporation's board of directors shall be attended by at least one independent director in person. In the case of a meeting concerning any matter required to be submitted for a resolution by the board of directors under Paragraph 1, all independent directors shall attend in person; if an independent director is unable to attend in person, he or she shall appoint another independent director to attend as his or her proxy. If an independent director expresses an objection or reservation, the matter shall be recorded in the board meeting minutes; if an independent director intends to express an objection or reservation but is unable to attend the meeting in person, then unless there is a legitimate reason to do otherwise, that director shall issue a written opinion in advance, which shall be recorded in the board meeting minutes.

Article 13 When the chair at a board meeting is of the opinion that a proposal has been discussed sufficiently to put it to a vote, the chair may announce the discussion closed and call a vote.

When a proposal comes to a vote at a board meeting, if no attending director voices an objection following an inquiry by the chair, the proposal will be deemed approved. If there is an objection following an inquiry by the chair, the proposal shall be brought to a vote.

"Attending directors," as used in the preceding paragraph, does not include directors that may not exercise voting rights pursuant to Article 15, Paragraph 1.

One voting method for proposals at a board meeting shall be selected by the chair from among those below, provided that when an attending director has an objection, the chair shall seek the opinion of the majority to make a decision:

- A. A show of hands or a vote by voting machine.
- B. A roll call vote.
- C. A vote by ballot.
- D. A vote by a method selected at Lite-On Technology Corporation's discretion.

Article 14 Except where otherwise provided by the Securities and Exchange Act and the Company Act, the passage of a

proposal at a board meeting shall require the approval of a majority of the directors in attendance at a board of directors meeting attended by a majority of all directors.

The matters, except for annual financial reports, that are required to be approved by the Audit Committee and submitted to the board of directors for resolution pursuant to Article 14-5 of the Securities and Exchange Act may be passed with the consent of two thirds or more of the entire board of directors in the absence of the Audit Committee's approval. All such decisions shall be included with the Audit Committee's resolutions in the board meeting minutes.

If the board of directors will decline to adopt, or will modify, a recommendation of the Compensation Committee, it shall require the consent of a majority of the directors in attendance at a meeting attended by two-thirds or more of the entire board, which in its resolution shall be included in the board meeting minutes with giving the comprehensive consideration under the preceding paragraph and shall specifically explain whether the remuneration passed by it exceeds in any way the recommendation of the Compensation Committee.

When there is an amendment or alternative to a proposal, the chair shall present the amended or alternative proposal together with the original proposal and decide the order in which they will be put to a vote. If any one among them is passed, the other proposals shall then be deemed rejected, and no further voting on them shall be required.

If a vote on a proposal requires monitoring and counting personnel, the chair shall appoint such personnel, providing that all monitoring personnel shall be directors.

Voting results shall be made known on-site immediately and recorded in writing.

Article 15 If a director or a juristic person that the director represents is an interested party in relation to an agenda item, the director shall state the important aspects of the interested party relationship at the respective meeting. When the relationship is likely to prejudice the interest of Lite-On Technology Corporation, that director may not participate in discussion or voting on that agenda item and shall recuse him or herself from the discussion or the voting on the item, and may not exercise voting rights as proxy for another director.

Where the spouse, a blood relative within the second degree of kinship of a director, or any company which has a controlling or subordinate relation with a director has interests in the matters under discussion in the meeting of the preceding paragraph, such director shall be deemed to have a personal interest in the matter.

Where a director is prohibited by the preceding two paragraphs from exercising voting rights with respect to a resolution at a board meeting, the provisions of Article 180, Paragraph 2 of the Company Act apply mutatis mutandis in accordance with Article 206, Paragraph 4 of the same Act.

Article 16 Discussions at a board meeting shall be recorded in the meeting minutes, and the minutes shall fully and accurately state the matters listed below:

- A. The meeting session (or year) and the time and place of the meeting.
- B. The name of the chair.
- C. The directors' attendance at the meeting, including the names and the number of directors in attendance, excused, and absent.
- D. The names and titles of those attending the meeting as non-voting participants.
- E. The name of the minute taker.
- F. The matters reported at the meeting.
- G. Agenda items: the method of resolution and the result for each proposal; a summary of the comments made by directors, experts, or other persons; the name of any director that is an interested party as referred to in Paragraph 1 of the preceding article, an explanation of the important aspects of the relationship of interest, the reasons why the director was required or not required to enter recusal, and the status of their recusal; opinions expressing objections or reservations at the meeting that were included in records or stated in writing; and any opinion issued in writing by an independent director pursuant to Article 12, Paragraph 5.
- H. Extraordinary motions: the name of the mover, the method of resolution and the result, a summary of the comments of any director, expert, or other person; the name of any director that is an interested party as referred to in Paragraph 1 of the preceding article, an explanation of the important aspects of the relationship of interest, the reasons why the director was required or not required to enter recusal, and the

status of their recusal; and their objections or reservations and any recorded or written statements.

I. Other matters required to be recorded.

The occurrence of any of the following circumstances, with respect to a resolution passed at a board meeting, shall be stated in the meeting minutes and shall be publicly announced and filed on the website of the Market Observation Post System designated by the Financial Supervisory Commission, within 2 days from the date of the meeting:

- (A) Any objection or expression of reservations by an independent director expresses of which there is a record or written statement.
- (B) A resolution is adopted with the approval of two-thirds or more of all directors, without having been passed by the audit committee of Lite-On Technology Corporation.
- (C) The remuneration passed by the board of directors exceeds the recommendation of the Compensation Committee and approved by more than two-thirds of all directors.

The attendance book constitutes part of the minutes for each board meeting and shall be retained for the duration of the existence of Lite-On Technology Corporation.

The minutes of a board meeting shall bear the signature or seal of both the chair and the minute taker, and a copy of the minutes shall be distributed to each director within 20 days after the meeting. The minutes shall be deemed important corporate records and appropriately preserved during the existence of Lite-On Technology Corporation.

The meeting minutes of Paragraph 1 may be produced and distributed in electronic form.

- Article 17 With the exception of matters required to be discussed at a board meeting under Article 12, Paragraph 1, when the board of directors appoints a party to exercise the powers of the board in accordance with applicable laws and regulations or Lite-On Technology Corporation's articles of incorporation, the levels of such delegation and the content or matters it covers shall be definite and specific.
- Article 18 All directors of the Company shall be provided with access to assistance from the corporate governance officer to ensure the compliance of board meeting procedures and all applicable laws and rules and ensure good communication of information between board members and between board members and management units.
- Article 19 The Company has established a corporate governance officer who takes charge of processing requirements of the directors and completes tasks within seven days based on the principle of effective assistance for directors in the performance of their duties.
- Article 20 These Rules shall be adopted by the approval of meeting of the board of directors and shall be reported to the shareholders' meeting. Any future amendment may be adopted with a resolution of the board of directors.
- Article 21 These Rules were implemented on January 1, 2007.
- Article 22 These Rules were established on November 24, 2006.
- The first amendment was made on April 25, 2007 and implemented by the 7th board of directors on June 21, 2007.
- The second amendment was made on April 7, 2008 and implemented on April 7, 2008.
- The third amendment was made on April 28, 2010 and implemented on April 28, 2010.
- The fourth amendment was made on October 24, 2012 and implemented on October 24, 2012.
- The fifth amendment was made on October 30, 2017 and implemented on October 30, 2017.
- The 6th amendment was on April 26, 2019 and the amended rules entered into force on April 26, 2019.
- The 7th amendment was on November 04, 2019 and the amended rules entered into force on November 04, 2019.
- The 8th amendment was on April 29, 2020 and the amended rules entered into force on April 29, 2020.