Mega International Commercial Bank 2025 Occupational Safety and Health Management Program (January - December 2025)

I. Purpose: To enhance all our employees' safety and health, increase their awareness of safety and health, improve the work environment and facilities, the Bank plans to implement the occupational safety and health management program to achieve the goal of zero accident.

II. Basis: This program is established in accordance with Article 23 of the Occupational Safety and Health Act and Article 31 of the Enforcement Rules of the Occupational Safety and Health Act.

III. Scope: It applies to all employees, relevant facilities, equipment in workplace, and safety and management matters of the Bank within the scope defined by the Occupational Safety and Health Act

IV. Program items: As shown in the table below.

Program item	Implementation sub-item	Implementation details	Implementation unit	Scheduled work progress												Note
				1	2	3	4	5	6	7	8	9	10	11	12	
1. Work environment or occupational hazard identification, assessment, and control	(1) Conduct occupational accident investigation and risk assessment	Produce the occupational hazard accident investigation and cause analysis report and identify risks of accidents.	General Affairs and Occupational Safety & Health Department													Implement it only when there is an occupational accident
	(2) On-site visit	Assign medical personnel and occupational safety personnel to conduct onsite visits at branches and inspect the office environment.	General Affairs and Occupational Safety & Health Department, Branches in Taiwan													
2. Machinery, equipment, or appliance management	(1) Draw up an annual self-inspection plan	The units shall schedule equipment inspection dates in accordance with the current state of equipment they manage.	General Affairs and Occupational Safety & Health Department (Affairs II), Data Processing & Information Department, and branches in Taiwan													
	(2) Conduct self-inspections	Implement inspections in accordance with the schedule under the supervision of the occupational safety and health affairs manager.	General Affairs and Occupational Safety & Health Department (Affairs II), Data Processing & Information Department, and branches in Taiwan													1. Regular system notifications. 2. Regular supervision and management by personnel at the Occupational Safety Section of the General Affairs and Occupational Safety & Health Department.

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3. Hazardous chemical classification, labeling, communication, and control.	Labeling shall be implemented in accordance with the "Regulations for the Labeling and Hazard Communication of Hazardous Chemicals".	Hazardous chemicals (gas) must be labeled. Lists must be prepared and safety data sheets must be disclosed. Necessary identification measures must also be implemented.	General Affairs and Occupational Safety & Health Department													Mega Chi-Lin Building uses natural gas.
4. Planning and monitoring of sampling methods for hazardous work environment	(1) Lighting inspection for the work environment	One inspection every six months.	General Affairs and Occupational Safety & Health Department and units in Taiwan													
	(2) Carbon dioxide inspection for the work environment															
5. Process or construction safety assessment in hazardous workplaces	The Bank does not have processes in hazardous work environments	Not required.	None.													
6. Procurement management, contractor management, and modification management	Supervision and execution of hazard notices	The Bank shall inform contractors of the work environment, hazards, and measures to be taken in accordance with the Occupational Safety and Health Act and related safety and health regulations before construction.	General Affairs and Occupational Safety & Health Department and branches in Taiwan													The hazard verification form and templates have been set up in the Notes System / Employee Handbook for download by units that require their use
7. Safety and health standards	(1) Safety and health work rules and others Formulation of occupational safety rules and plans	They shall be established and amended in accordance with related regulations, reported to the Committee, and announced or reported to the labor inspection authority.	General Affairs and Occupational Safety & Health Department													The Work Rules have been reported to the Office of Labor Inspection of Taipei City on October 20, 2020
	(2) In accordance with relevant occupational safety and health regulations, as well as policies announced by the supervisory authority, undertake the corresponding tasks.	1. Conduct activities in accordance with various occupational safety regulations and rules of the Bank. 2. Conduct proceedings in accordance with regulations set forth by relevant competent authorities such as the Occupational Safety and Health Administration, Ministry of Labor, the Financial Supervisory Commission, and the Taiwan Centers for Disease Control, etc.	General Affairs and Occupational Safety & Health Department													

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8. Periodic inspections, target inspections, job checks, and on-site inspection tours	(1) Regular Inspections of elevators and generators	One inspection each month.	General Affairs and Occupational Safety & Health Department (Affairs II), Data Processing & Information Department, and branches in Taiwan													Scheduled based on actual conditions
	(2) Regular inspections of vehicles and first-aid kits	One inspection each quarter and daily operation checks.	General Affairs and Occupational Safety & Health Department (Affairs II), Data Processing & Information Department, and branches in Taiwan													Scheduled based on actual conditions
	(3) Regular inspections of scooters	one inspection of every six months	General Affairs and Occupational Safety & Health Department (Affairs II), Data Processing & Information Department, and branches in Taiwan													Scheduled based on actual conditions
	(4) Inspections of central air-conditioning equipment	Regular inspections of all equipment or one round of key inspections every year.	General Affairs and Occupational Safety & Health Department (Affairs II), Data Processing & Information Department, and branches in Taiwan													Scheduled based on actual conditions
9. Safety and health educational training	(1)On-the-job training for the occupational safety and health affairs manager.	Proceed in accordance with official document of the bankers association of the republic of china for six hours every three years.	General Affairs and Occupational Safety & Health Department and Human Resources Department													The previous on-the-job safety and health education and training for the occupational safety and health affairs manager was taken in 2023.
	(2)On-the-job safety and health education and trainings specified for first aid personnel.	Proceed in accordance with official document of the bankers association of the republic of china for three hours every three years.	All units in Taiwan													The previous on-the-job safety and health education and trainings specified for first aid personnel was taken in 2022.
	(3) Three hours of general health and safety educational training for new employees	The Human Resources Department merges the training into the orientation training for new employees.	General Affairs and Occupational Safety & Health Department and Human Resources Department													
	(4) One hour of on-the-job general safety and health educational training	Implement it in the form of digital learning.	All units in Taiwan													

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	(5) Educational training for new first-aid personnel and occupational safety and health affairs manager	If there is a shortage of first-aid personnel or occupational safety and health affairs manager, the unit supervisor shall assign suitable candidates and request the General Affairs and Occupational Safety & Health Department to sign up for the training in a centralized manner.	General Affairs and Occupational Safety & Health Department and units in Taiwan													
	(6) Automated external defibrillator (AED) and CPR training courses	Organized training in the first half of the year which was organized by the General Affairs and Occupational Safety & Health Department along with the AED supplier.	General Affairs and Occupational Safety & Health Department and units in Taiwan with AEDs set up													49 sites
10. Personal protective equipment management	Automatic respirator used for carbon dioxide fire extinguishers	Electrical equipment personnel in the Fuzhou Building are responsible for management and the automatic respirator used for carbon dioxide fire extinguisher is included in self-inspection items.	Data Processing and Information Department													One inspection every six months.
11. Health examination, management, and promotion	(1) Preparation of the annual budget	Prepare the budget for the next year every August.	General Affairs and Occupational Safety & Health Department													To submit the current year budget plan to Human Resource Department for advice.
	(2) Medical treatment for injuries and diseases	Proceed in accordance with the Bank's "Medical Room Management Regulations".	General Affairs and Occupational Safety & Health Department													
	(3) Regular health examination for currently employed laborers.	Proceed in accordance with the Bank's "Bank Employee Health Examination Guidelines".	General Affairs and Occupational Safety & Health Department and bank-wide units													Employees in Taiwan
																Employees overseas
	(4) Health promotion	1. Organize employee health seminar. 2. Organize health and fitness courses. 3. Employee assistance program.	General Affairs and Occupational Safety & Health Department and units in Taiwan													
12. Safety and health information compiling, sharing, and application	Communication of safety and health information	Publication of safety and health information in the Notes System or email for reference by employees.	General Affairs and Occupational Safety & Health Department													

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13. Emergency response preparation	(1) Participate in disaster prevention, emergency response training, exercises, and courses.	Organize disaster prevention and emergency response training, drills, and courses with the competent authority and management units “the Security Management Section or the Affairs II Section” of the General Affairs and Occupational Safety & Health Department.	General Affairs and Occupational Safety & Health Department													Fire Management Operations are managed by the Affairs II Section of General Affairs and Occupational Safety & Health Department. Emergency response drills for different types of robbery are managed by the Security Management Section of General Affairs and Occupational Safety & Health Department.
	(2) Cooperate to establish an emergency response team	Act according to the "Mega International Commercial Bank Operations Directions for Disaster/Crisis Response, Prevention, and Protection" or take the initiative or work with relevant units to set up an emergency response team when a major emergency occurs.	General Affairs and Occupational Safety & Health Department													Implement it only when an emergency occurs
14. Investigation and settlement and statistical analysis of occupational accidents, near misses, events that affect the physical and mental health	(1) Implementaion of accident investigation, analysis, and notification related to occupational accidents	Implement statistical analysis management based on the accident reports filled out by units.	General Affairs and Occupational Safety & Health Department and the unit(s) where an accident occurred													1.An investigation is initiated when a matter listed in Article 37 of Occupational Safety and Health Act except for commuter accidents which are commuting to or from work. 2.Implement it only when an emergency occurs
	(2) Preventions against wrongful harm or unlawful infringements suffered by employees during the performance of their duties	Proceed in accordance with the Bank's "Precautions Against Wrongful Harm in Performing Duties of Mega International Commercial Bank".	General Affairs and Occupational Safety & Health Department and units in Taiwan													
	(3) Preventions against musculoskeletal disorders induced by repetitive work	Proceed in accordance with the Bank's "Prevention of Ergonomic Hazards Guidelines".	General Affairs and Occupational Safety & Health Department and units in Taiwan													Cooperated with on-site visits and provided suggestions.

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	(4) Preventions against disorders induced by abnormal workloads, such as shifts, night shifts, and long hours of work	Proceed in accordance with the Bank's "Abnormal Workload-Triggered Diseases Prevention Guidelines"	General Affairs and Occupational Safety & Health Department and units in Taiwan													
	(5) Relevant protective measures taken for those whose maternity health should be protected	Proceed in accordance with the Bank's "Maternity Health Protection Guidelines".	General Affairs and Occupational Safety & Health Department and units in Taiwan													Cooperated with on-site visits and provided suggestions.
15. Safety and health management records and performance evaluation measures	(1) Independent management and audits	Proceed once every three months in accordance with items in the self-audit table.	General Affairs and Occupational Safety & Health Department													Proceed based on the form of the Department of Labor, Taipei City Government.
	(2) Implementation of safety and health risk management	Proceed in accordance with risk management indicators of the Auditing Department	General Affairs and Occupational Safety & Health Department													Avoid violations of external laws and regulations.
16. Other safety and health management measures	(1) Occupational safety and health affairs manager appointment and registration	The Bank shall assist the branch occupational safety and health affairs manager in registration based on personnel adjustments.	General Affairs and Occupational Safety & Health Department and branches in Taiwan													To manage and monitor via the IBM Lotus Notes system monthly.
	(2) Convening of the Occupational Safety and Health Committee	The Occupational Safety and Health Committee is convened once every three months.	General Affairs and Occupational Safety & Health Department													
	(3) ISO-45001 occupational safety management system review	Commission Kind Management Consulting Compoany to coach and the British Standards Institution(BSI) Taiwan site to verify.	General Affairs and Occupational Safety & Health Department													Certification Location: Mega Chi-Lin Building.
	(4) Formulation of an occupational safety and health management plan	Formulate the next year of occupational safety and health management plan and report it to the Committee. Deliver the plan to relevant units for implementation in accordance with the plan.	General Affairs and Occupational Safety & Health Department													

V. The Occupational Safety Section of the General Affairs and Occupational Safety & Health Department shall propose amendments to the plan

VI. The plan shall be implemented upon approval of the Senior Executive Vice President and reported to the Occupational Safety and Health Committee. The same shall apply to any amendments.