



**Materials Analysis  
Technology Inc. (MA-tek)**

2020 Corporate Social  
Responsibility Report

# Contents

● About the Report	3
● Message from the Chairperson	4
● Sustainability Column: The Best R&D Partner	6



## A Blueprint for Sustainable Leadership

1.1 Plan for Sustainable Development	7
1.2 Stakeholder Engagement	9
1.3 Identification of Material Topics	12



## The Pace of Sincere Governance

<b>2.1 Company Profile</b>	19
<b>2.2 Corporate Governance</b>	24
● MA-tek Organizational Structure	24
● The operation of the Board of Directors and Functional Committees	25
● Integrity Governance and Management	32
<b>2.3 Management Overview</b>	33
● Business Performance	34
● Tax Governance	34
● Public Association Participation	35
<b>2.4 Internal Audit and Regulatory Compliance</b>	36
● Internal Audit Operation	36
● Regulatory Compliance	36
<b>2.5 Supply Cooperation Good Partner</b>	37
● Supplier Management	37
<b>2.6 COVID-19 Response Measures</b>	37



## Lighthouse of Technology Partners

<b>3.1 Technical Service and Quality</b>	38
● Introducing the Scope of MA-tek Services	38
● MA-tek Express Service	41
● Quality Policy and Certification	41
<b>3.2 Technological Innovation and Technical Data Management</b>	44
● Technological Innovation and Management	44
● Internal Technology Presentation	45
● Colleague Improvement Proposals	46
<b>3.3 Customer Relationship Maintenance</b>	46
● Customer Service and Relationship Management	46
● Customer Satisfaction Survey	49
● Technical Seminar	50
<b>3.4 Information Security and Customer Privacy</b>	51
● Information Security Policy and Framework	51
● Annual key information security implementation measures	52
● Information Security Incidents and Reporting Mechanism	52
● Information Security Education and Training	53



## Workplace for Growing Together

<b>4.1 Talent Composition of Professional Teams</b>	54
● Employees Composition	55
● Statistics of New and Resigned Employees	56
<b>4.2 Excellent compensation and Benefits</b>	56
● Compensation System	57
● Various Benefit Policies	59
<b>4.3 Diverse Recruitment and Talent Development</b>	60
● Labor and Ethics Policies	60
● Recruitment System	61
● Talent Development and Cultivation	64
● Employee Performance Management	68
<b>4.4 Friendly and Heart-warming Workplace</b>	68
● Labor-Management Communication Channels	68
● Employee Satisfaction Survey	69
● Diversified Employee Activities	70
<b>4.5 Environmental Safety and Health</b>	72
● Occupational Safety and Health Organization Committee	72
● Environmental Hazard Assessment and Improvement Measures	73
● Environmental Safety and Health Education and Training	75
● Work Field Optimization	76
● Babycare Measures and Benefits	77
● Occupational Safety and Health Expenditure	77



## Public Welfare of the Industry-Academia Connection

<b>5.1 University Precision Analytical Instruments Centers</b>	79
<b>5.2 Hand in Hand Common Good with Society</b>	80
● Charitable Donations	79
● Support Diverse Education	81
● Caring for Disadvantaged Groups	82
● Promoting Taiwan's agricultural products and arts and culture activities	82



## Green and Sustainable Operation

<b>6.1 Climate Change and Adaption</b>	83
● Risks and Opportunities of Climate Change	83
● Energy Conservation and Carbon Reduction Management	85
<b>6.2 Effective Resource Management</b>	86
● Water Resources Management	86
● Waste Management	87
● Environmental Protection Expenditure	87
<b>Appendix</b>	
● GRI Standards Disclosure Index	88
● Sustainability Accounting Standards Board (SASB) Index Comparison Table	94
● Third Party Verification Statement	95

## About the Report

This report is the first Corporate Social Responsibility Report (CSR) published by Materials Analysis Technology Inc. (hereinafter referred to as MA-tek), to declare the Company's goals and actions for corporate social responsibility and sustainable development, and hoping to let all segments of society have a deeper understanding of MA-tek's corporate social responsibility related activities. This report discloses the CSR performance of MA-tek in 2020 (January 1, 2020 to December 31, 2020), with an annual report update cycle to publish the latest corporate social responsibility report every year.

### Basis and Scope of Compilation

This report is based on the Global Reporting Initiative (GRI) GRI Sustainability Reporting Standards (GRI Standards) and SASB Standards List - Professional & Commercial Services as a supplement, taking the Core Selection (Core) as the principle of disclosure. MA-tek's business is spread all over the world, with service locations in Taiwan, Shanghai, Xiamen, and Nagoya, Japan at present. Since the operating income is still focused in the Taiwan area, the scope of disclosure in this report is therefore mainly the Taiwan area, covering SoC Lab, Hsinchu Lab, Jubei Lab, Jinshan Lab and Tainan Lab.

### Reporting Period

MA-tek's Corporate Social Responsibility Report is in principle published on a regular basis every year.  
The publication of the report for this year (2020) is August 2021  
The report for the next year (2021) is scheduled to be published in August 2022



### Report Compilation Standards and External Confirmation

#### Internal Audit:

This Report is organized and analyzed by the person in charge of the project team of each department, division and office to conduct the performance disclosure of related CSR Plans based on the GRI Sustainability Reporting Standards and the SASB Standards List - Professional & Commercial Services as the supplementary guide, and to be included in the Report and compiled by the project team only after the correctness of the content has been confirmed by the person in charge of each department and the Audit Manager. After completion, it is reported to the Board of Directors and compilation process of the Report is explained.

#### External Assurance:

The Report is commissioned to Deloitte Taiwan to conduct verification and to confirm the compliance with the core disclosure principles of the GRI Standards, and to obtain the Confirmation Statement, which is attached to this Report as an appendix for reference.

#### Feedback - Contact Information

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## Message from the Chairperson

### Conscientiously Doing Things Right, MA-tek has become the Best R&D Partner of the Science Park

MA-tek firmly believes that success comes from the continuous pursuit of superb technology. MA-tek had an insight into Taiwan's outstanding development in semiconductors during those years, realized the importance of developing high-end product inspection, and established a clear development framework to invest boldly. By continuously accumulating experience, MA-tek has now transformed into a leader and established its status as the largest high-end technology inspection company in Taiwan.

MA-tek was established in 2002 and will be entering its 20th year. MA-tek has developed rapidly in the past 20 years, and after opening to investors in its fifth year, MA-tek has set its sights on the world, expanded overseas, and established 10 laboratories around the world, with customers in Taiwan, China, the United States, Japan, Singapore, Malaysia and other areas. MA-tek promises to continue to expand, acting as a Precision Analytical Instruments Center of High-tech Industry, a Necessary Functional Unit of High-tech Industrial Parks, and a Medical Center of High-tech Products, realizing its vision that "MA-tek is available to serve you in every Science Park".

### Continuously developing diverse technology applications and providing the most professional and reassuring service

As the country's largest analytical laboratory, MA-tek has always been proud to provide customers with accurate and efficient high-quality analysis services. MA-tek has passed multiple certification standards under strict quality management policies, including the international quality certifications of ISO 9001 Quality Management Certification, IECQ 17025 Lab Certification, ISO 27001 Information Security Certification, TUV NORD Certification for Automotive Electronics Verification, ANSI/ESD S20.20 Electrostatic Prevention Verification and ISO/IEC 15408 CC EAL6 IT Security On-site Evaluation Certification.

At the same time, in order to improve the quality and efficiency of customer service, MA-tek independently developed the UFAST customer service system, regardless of whether it is the submission of cases, technical consultations or quotations, the customers can always receive complete and timely services from the entire technical team and customer service personnel online in a timely manner. In addition, through the implementation of new intelligent experiments, information systemization, process standardization and production line automation, we can always grasp the status of personnel, work orders, machines and the progress of experiments at any time. We also officially introduced the CRM system in the third quarter of 2020 to strengthen our service-oriented operation model and optimize our service process as we strive to become a global professional strategic partner through all types of value-added services to be the strongest R&D support for customers.

At present, MA-tek's services are still mainly based on semiconductor ICs. With the development of science and technology, MA-tek will develop multi-oriented high-tech value-added services, and work together with partners in science parks to develop deeper and broader technologies. In addition to expanding into 5G-related applications in Mainland China, Japanese automotive electronic fuel cells, Taiwan's advanced semiconductor manufacturing processes, etc., the scope of development in recent years came to include applications in non-manufacturing areas, with infringement identification of high-end technology products, insurance compensation evaluation for high-tech products, archaeological identification of ancient cultural relics, and biotechnology product inspection all having become a stage for MA-tek. In the future, all front-end trends of AI and Data Centers are service opportunities for MA-tek. MA-tek will continue to invest in advanced analysis equipment to provide customers with strong support and make customers more competitive in the global supply chain. All demands of high-end inspection will be included in MA-tek's service radius.

## “Talent” is the core technology of MA-tek and the lifeline of Taiwan’s technological development

MA-tek understands the high mobility of talent in the technology industry, retaining talent and technology is an important issue for MA-tek’s long-term development. In order to consolidate the foundation and enhance competitiveness, MA-tek continues to focus on talent cultivation, planning systematic training for employees and stabilizing the core competence of colleagues. At the same time, MA-tek promises to create a happy and safe working environment for employees, provide a diverse employee benefits system, and provide complete safety protection equipment for employees carrying out high-risk operations through regular environmental operation monitoring to reduce risk hazards and ensure a safe working environment.

MA-tek not only cultivates company talent, but also actively promotes Taiwan’s technological and academic development, and cultivates academic talent through industry-university linkages and supporting academic research projects. In 2021, MA-tek will implement industry-academia cooperation with eight major Precision Analytical Instruments Sharing Centers in Taiwan, launch more than 16 academic research projects for sharing intellectual rights, assist in academic development, jointly publish academic papers, and strengthen the connection between theory and practice.

Finally, MA-tek promises that while driving the development of the country’s cutting-edge industries, we will give back to society through corporate power, exert positive influence with actions, and gradually implement the sustainable development of talent, society, environment and economy, and convey the concept of sustainability to every corner of society to build a national society of common prosperity.

Yong-Fen Hsieh Chairperson of Materials Analysis Technology Inc.

謝謝大家



Three lessons learned by  
female entrepreneurs





Precision Analytical Instruments Center of High-tech Industry



Medical Center of High-tech Products



Necessary Functional Unit of High-tech Industrial Park



A common technology research and development platform & quality assurance laboratory for various industries, including semiconductors, polymers, electronics, metals, ceramics, and nanomaterials

## The Best R&D Partner



Best R&D Partner

MA-tek uses its own expertise to connect industry and academia with global technological development, and promises to achieve its vision that “MA-tek is available to serve you in every Science Park”, so that the world can see Taiwan's technology and craft, and promote global scientific and technological exchanges and cooperation.



Developing Multiple Testing Businesses

In addition to acting as an important functional unit of the Science Park, MA-tek is also involved in infringement identification, scientific and technological archaeology, insurance appraisal and other fields in many ways, to provide multiple innovative technology value-added application services.



Providing employees with remuneration and benefits that are better than those in the industry

MA-tek attaches importance to employees and regards employees as the Company's most important asset. Besides giving employees better remuneration than elsewhere in the industry, taking care of them as family members, we also provide a safe working environment through comprehensive occupational safety protection measures, and take care of employees' health and well-being.



Promoting Industry-Academia Cooperation

Cooperating with schools to provide students with internship opportunities that combine academics with practice, to understand market needs early, and to increase the breadth and depth of learning.



Donating to the Blue Sky Home Work-Study Fund

MA-tek has made long-term donations to the “Blue Sky Home Work-Study Fund” so that disadvantaged students who are taken into shelters can also receive equal treatment in society.

# 1 A Blueprint for Sustainable Leadership

## Plan for Sustainable Development

MA-tek upholds integrity in acting as a Precision Analytical Instruments Center of High-Tech industry, a Necessary Functional Unit of High-tech Industrial Park, and a Medical Center of High-tech Products, to implement sustainable development concepts for talent, society, environment and economy through the development of different corporate responsibility themes. We strive to create a friendly workplace with complete communication channels, give back to society through corporate power, and scrupulously abide by the responsibility of protecting the environment at the same time, expecting to exert positive influence with actions and convey the idea of sustainability to every corner.

## Code of Practice for Corporate Social Responsibility

In order to achieve goal of common prosperity for MA-tek and society, corporate governance, environmental and social progress are promoted while pursuing economic growth, MA-tek has established the "Code of Practice for Corporate Social Responsibility" to manage the economic, environmental and social risks and impacts of MA-tek's overall operating activities and to actively put MA-tek's corporate social responsibility into practice.



## Corporate Social Responsibility Promotion Team

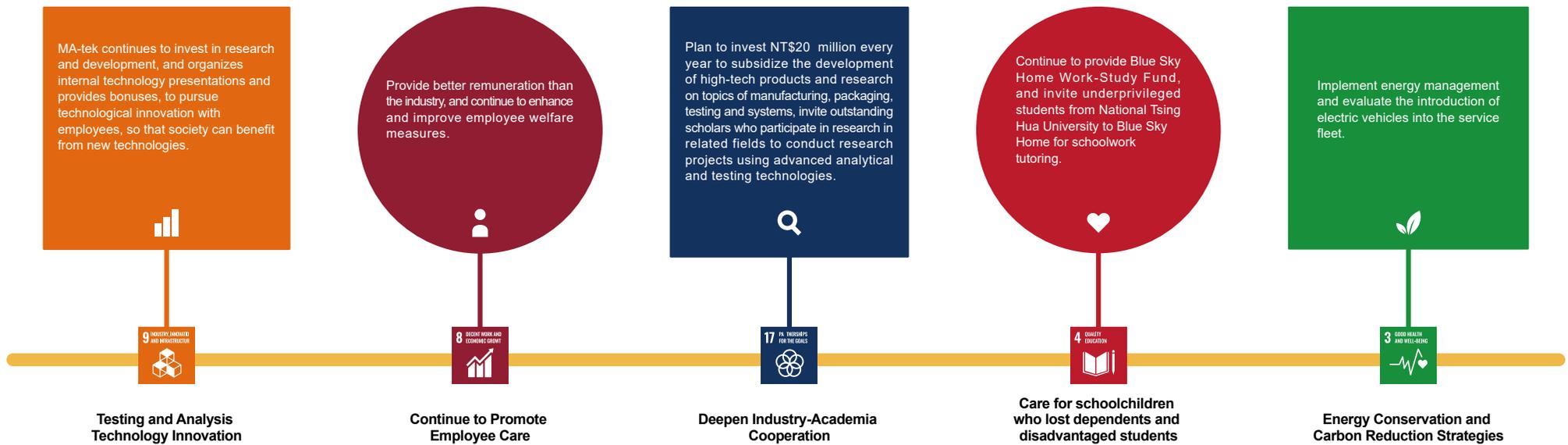
MA-tek expects to achieve its sustainable development goals through organized management. MA-tek's current corporate social responsibility promotion is implemented by four major teams formed by various business units according to their job functions, namely the "Corporate Governance Team", "Customer Relations and Technology Development Team", "Environmental Sustainability Team", and "Employee Care and Social Participation Team", to manage their related sustainability issues. The promotion results of sustainability issues by each team are collected and organized by the Report Compilation Team and presented in MA-tek's Corporate Social Responsibility Report. The promotion results and the contents presented in the Report are reported to the Board of Directors, and are disclosed and reported after having been confirmed by the Board of Directors.

## Corporate Social Responsibility Promotion Team Structure



## Sustainable Development Strategies and Goals

MA-tek examined the operational goals for 2021, and formulated MA-tek's five sustainable development strategies in response to the United Nations Sustainable Development Goals (SDGs).



## 1.2 Stakeholder Engagement

MA-tek pursues Corporate Sustainable Development, and attaches importance to the responses of stakeholders, and communicates with all stakeholders through multiple channels in order to respond appropriately. In 2020, MA-tek referred to the AA1000SES:2015 Standard, guided by quantifying the five attributes of Dependency, Responsibility, Tension/Attention, Influence, Diverse Perspectives to identify eight major stakeholders, namely Customers, Suppliers, Investors/Shareholders, Government Agencies, Park Administration Bureaus, Suppliers, Community and Society, and Academic Institutions, to conduct engagement using different methods according to different stakeholders, and at the same time understand the needs and expectations of all stakeholders, in order to further include their issues of concern in the policies for MA-tek's future development.



### Identification Process of Stakeholders and Material Topics

#### Identification of Stakeholders

This Report refers to the principles of the five attributes in the AA 1000 Stakeholder Engagement Standard 2015, Dependency, Responsibility, Tension/Attention, Influence, Diverse Perspectives, as the basis for writing, and at the same time refers to the operation conditions and industrial characteristics of MA-tek to identify eight key stakeholders.

#### Identification of Sustainability Issues

Through various communication mechanisms and channels, including the Company website, customer satisfaction surveys, employee suggestion box feedback, investor section, and stock affairs agencies, issues of concern for the stakeholders are collected. In 2020, a total of 21 sustainability issues were identified as material issues for identification and analysis for the year.

#### Analysis of Sustainability Issues

Understand the "Stakeholders' Degree of Concern" of the eight major stakeholders on each sustainability issue through questionnaire surveys, and the internal officers evaluate the "Operational Impact" of each sustainability issue on MA-tek, to identify the material issues in 2020 based on the survey results.

#### Material Issues Matrix

A total of 11 material issues were identified this time, including 9 core issues and 2 expanded core issues, and the Material Issues Matrix drawn with the results of this time was confirmed. In order to properly respond to the issues of concern of all stakeholders, 6 additional secondary issues have been added.

### All Types of Stakeholders and Communication Methods in 2020

Stakeholders	Issues of Concern	Communication Method and Frequency	Corresponding Chapter
Employees	<ul style="list-style-type: none"> <li>Employee Remuneration and Benefits</li> <li>Employment Relationship</li> <li>Information Security</li> <li>Customer Privacy</li> <li>Workplace Safety and Health</li> </ul>	<ul style="list-style-type: none"> <li>Labor-Management Meetings (once every quarter)</li> <li>Employee Suggestion Box (without a fixed schedule)</li> <li>Employee Satisfaction Survey (once every year)</li> <li>Manager Monthly Meeting/Bimonthly Meeting (every month/ every two months)</li> <li>Employee Conference (once every year)</li> </ul>	3.4 Information Security and Customer Privacy 4.1 Talent Composition of Professional Teams 4.2 Excellent Remuneration and Benefits 4.3 Diverse Recruitment and Talent Development 4.5 Environmental Safety and Health
Customers	<ul style="list-style-type: none"> <li>Customer Privacy</li> <li>Information Security</li> <li>Customer Relations and Development</li> <li>Technical Service Quality</li> <li>Innovation and Intellectual Property Management</li> </ul>	<ul style="list-style-type: none"> <li>Provision of Consulting Services on the Company Website (regular)</li> <li>Customer Satisfaction Questionnaire (once every year)</li> <li>Telephone, Email Contact (regular)</li> <li>Technical Seminars (without a fixed schedule)</li> </ul>	3.1 Technical Service and Quality 3.2 Technological Innovation and Technical Data Management 3.3 Customer Relationship Maintenance 3.4 Information Security and Customer Privacy
Shareholders/ Investors	<ul style="list-style-type: none"> <li>Corporate Governance</li> <li>Sustainable Development Strategies</li> <li>Customer Relations and Development</li> <li>Business Performance</li> <li>Innovation and Intellectual Property Management</li> <li>Customer Privacy</li> </ul>	<ul style="list-style-type: none"> <li>The Company Spokesperson (without a fixed schedule)</li> <li>Stock Agency and Specific Responsible Personnel (without a fixed schedule)</li> <li>Investor Section (without a fixed schedule)</li> <li>Annual Shareholders' Meeting (once every year)</li> </ul>	1.1 Plan for Sustainable Development 2.2 Corporate Governance 2.3 Management Overview 3.2 Technological Innovation and Technical Data Management 3.3 Customer Relationship Maintenance 3.4 Information Security and Customer Privacy
Government Agencies	<ul style="list-style-type: none"> <li>Regulatory Compliance</li> <li>Taxation Management</li> <li>Workplace Safety and Health</li> <li>Waste and Hazardous Substance Management</li> <li>Employment Relationship</li> </ul>	<ul style="list-style-type: none"> <li>Conference/Laws and Regulations Briefing (without a fixed schedule)</li> <li>Official Document Communication (without a fixed schedule)</li> </ul>	2.2 Corporate Governance 2.3 Management Overview 2.4 Internal Audit and Regulatory Compliance 4.2 Excellent Remuneration and Benefits 4.5 Environmental Safety and Health 6.2 Effective Resource Management

### All Types of Stakeholders and Communication Methods in 2020

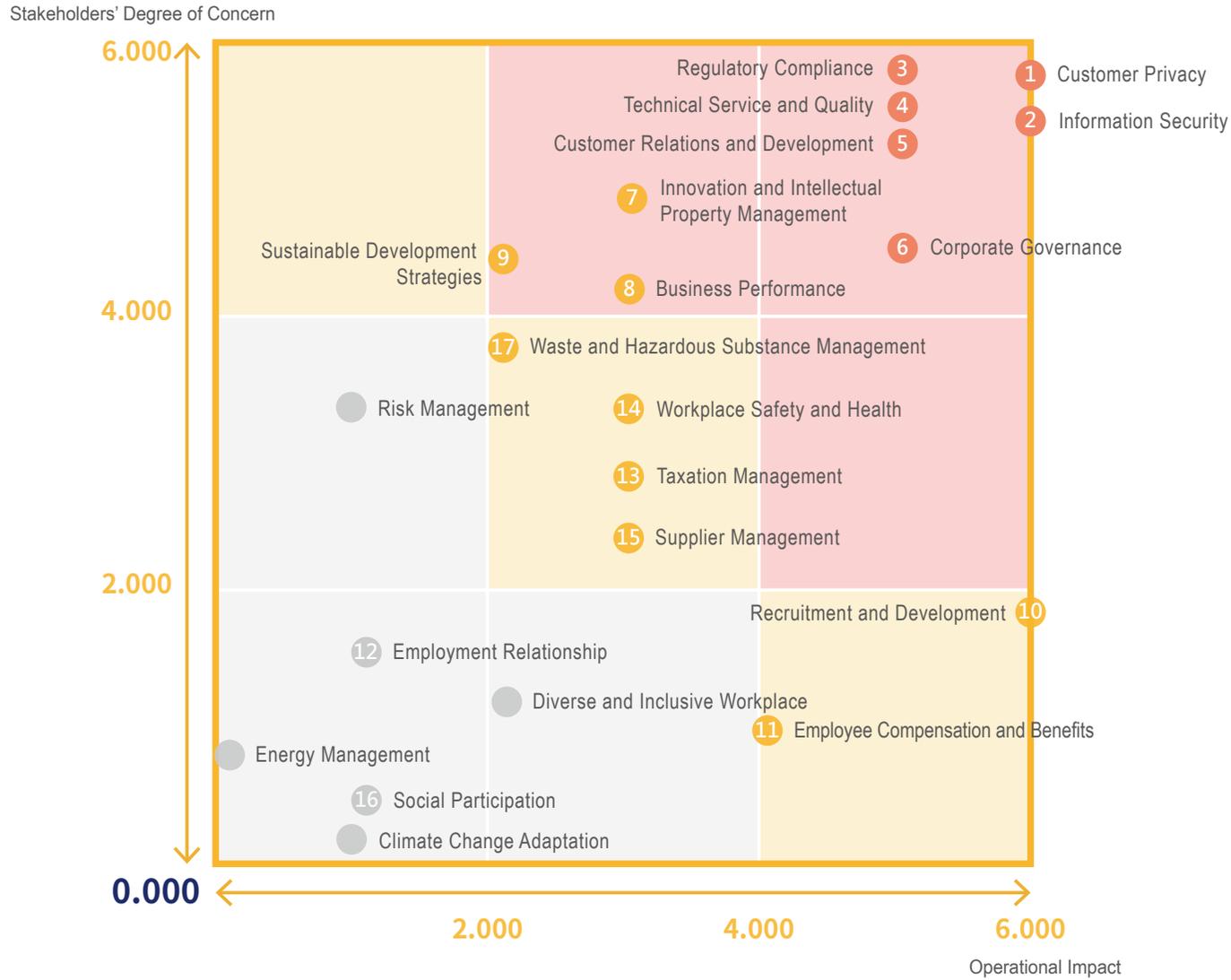
Stakeholders	Issues of Concern	Communication Method and Frequency	Corresponding Chapter
Park Administration Bureaus	<ul style="list-style-type: none"> <li>• Social Participation</li> <li>• Regulatory Compliance</li> <li>• Sustainable Development Strategies</li> <li>• Energy Resources Management</li> <li>• Workplace Safety and Health</li> </ul>	<ul style="list-style-type: none"> <li>• Telephone, Fax (without a fixed schedule)</li> <li>• Email Contact (without a fixed schedule)</li> </ul>	1.1 Plan for Sustainable Development 2.4 Internal Audit and Regulatory Compliance 4.5 Environmental Safety and Health 5.2 Hand in Hand Common Good with Society 6.1 Climate Change and Adaptation 6.2 Effective Resource Management
Suppliers	<ul style="list-style-type: none"> <li>• Supplier Management</li> <li>• Regulatory Compliance</li> <li>• Information Security</li> <li>• Business Performance</li> <li>• Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>• Supplier Evaluation Procedure and Management Platform (without a fixed schedule)</li> <li>• Telephone, Fax (without a fixed schedule)</li> <li>• Email Contact (without a fixed schedule)</li> </ul>	2.3 Management Overview 2.4 Internal Audit and Regulatory Compliance 2.5 Supply Cooperation Good Partner 3.4 Information Security and Customer Privacy
Community and Society	<ul style="list-style-type: none"> <li>• Social Participation</li> <li>• Regulatory Compliance</li> <li>• Sustainable Development Strategies</li> <li>• Energy Resources Management</li> <li>• Workplace Safety and Health</li> </ul>	<ul style="list-style-type: none"> <li>• Community, Social Group Contact and Cooperation (without a fixed schedule)</li> </ul>	1.1 Plan for Sustainable Development 2.4 Internal Audit and Regulatory Compliance 4.5 Environmental Safety and Health 5.2 Hand in Hand Common Good with Society 6.1 Climate Change and Adaptation 6.2 Effective Resource Management
Academic Institutions	<ul style="list-style-type: none"> <li>• Innovation and Intellectual Property Management</li> <li>• Technical Service Quality</li> <li>• Information Security</li> <li>• Customer Privacy</li> <li>• Customer Relations and Development</li> </ul>	<ul style="list-style-type: none"> <li>• Industry-Academia Cooperation (every year)</li> </ul>	3.1 Technical Service and Quality 3.2 Technological Innovation and Technical Data Management 3.3 Customer Relationship Maintenance 3.4 Information Security and Customer Privacy

### 1.3 Identification of Material Topics

This Report is written and information is disclosed in accordance with the four principles of the GRI Standards: Materiality, Stakeholder Inclusiveness, Sustainability Context and Completeness. MA-tek focuses on deepening the content of issue management policy. After considering the characteristics of industry and MA-tek's operating conditions, 21 sustainability issues closely related to MA-tek were selected to identify material issues. The identification of material issues this time was through the questionnaire survey method to understand the "Stakeholders' Degree of Concern", and the internal officers evaluated the "Operational Impact" of each sustainability issue on MA-tek, to identify the sustainability material issues in 2020, and the 2020 Material Issues Matrix was drawn based on the results of this evaluation.

A total of 11 material issues are summarized for 2020, including 9 core issues and 2 supplementary material issues. Two supplementary material issues are "Recruitment and Development" and "Employee Compensation and Benefits", which are determined by considering the characteristics of the industry and the issues with high operational impact, echoing the Company's high emphasis on the cultivation and development of talent; at the same time, the top five concerns of all stakeholders but not identified as items of material issue are included as secondary issues for additional disclosure, in order to strengthen communication with stakeholders and improve information transparency and disclosure quality. The disclosure requirements of the SASB Standard - Professional & Commercial Services are also brought in correspondence this time, making the report richer and more complete.

Material Issues Matrix			
Material Issues		Secondary Issues	
1	Customer Privacy	12	Employment Relationship
2	Information Security	13	Taxation Management
3	Regulatory Compliance	14	Workplace Safety and Health
4	Technical Service and Quality	15	Supplier Management
5	Customer Relations and Development	16	Social Participation
6	Corporate Governance	17	Waste and Hazardous Substance Management
7	Innovation and Intellectual Property Management		
8	Business Performance		
9	Sustainable Development Strategies		
10	Recruitment and Development		
11	Employee Compensation and Benefits		



Material Topics Impact Boundaries and GRI Material Topics Comparison Table

Issues	Corresponding GRI Material Topics	Meaning to MA-tek	Internal Boundary		Important Stakeholders							Corresponding Chapter	
			MA-tek	Employees	Customers	Shareholders/ Investors	Government Agencies	Park Administration Bureaus	Suppliers	Community and Society	Academic Institutions		
Customer Privacy	GRI 418 Customer Privacy	MA-tek has established a customer data management mechanism to prevent leakage of customer privacy information, and pays close attention to relevant domestic and foreign privacy data protection laws and regulations.	●	○	●	○						●	3.4 Information Security and Customer Privacy
Information Security	GRI 418 Customer Privacy	MA-tek has established information security policies to ensure the stability of the information system and maintain the Company and customer information.	●	○	●	○						●	3.4 Information Security and Customer Privacy
Regulatory Compliance	GRI 205 Anti-corruption GRI 307 Environmental Compliance GRI 419 Socioeconomic Compliance	MA-tek actively complies with laws and regulations, conducts promotion of laws and regulations from time to time, and fully discloses major violations of relevant environmental and labor laws and regulations.	●	●	○	●	●				○		2.4 Internal Audit and Regulatory Compliance
Technical Service and Quality	Set Topic:Quality Management	MA-tek has established quality standards (including international certification) and implements service quality management to provide customers with high-standard and stable testing services.	●	○	●	○						○	3.1 Technical Service and Quality

Material Topics Impact Boundaries and GRI Material Topics Comparison Table

Issues	Corresponding GRI Material Topics	Meaning to MA-tek	Internal Boundary		Important Stakeholders							Corresponding Chapter		
			MA-tek	Employees	Customers	Shareholders/ Investors	Government Agencies	Park Administration Bureaus	Suppliers	Community and Society	Academic Institutions			
Customer Relations and Development	Set Topic: Customer Satisfaction GRI 418 Customer Privacy	MA-tek provides an efficient customer service platform and troubleshooting mechanism, and investigates customer satisfaction with the service, and explores the development of potential customers and market needs.	●	○	●	○						●	3.4 Information Security and Customer Privacy	
Corporate Governance	GRI 205 Anti-corruption	In response to government regulations, the expectations of shareholders and all stakeholders, we attach importance to shareholder rights, investor relations, the functions and independence and professionalism of the Board of Directors, the implementation and establishment of the code of conduct, and the operating conditions of all functional committees.	●	○	●	○							●	3.4 Information Security and Customer Privacy
Innovation and Intellectual Property Management	GRI 203 Indirect Economic Impacts Set Topic: Number of Patent Applications and Approvals	MA-tek invests in technological innovation development, advances testing service technology, and improves the management procedures of new innovative intellectual property rights.	●	●	○	●	●					○		2.4 Internal Audit and Regulatory Compliance
Business Performance	GRI 201 Economic Performance	Disclose the annual operating performance of MA-tek, and explain the performance trend and whether or not additional government subsidies or rewards have been obtained.	●	○	●	○							○	3.1 Technical Service and Quality

**Material Topics Impact Boundaries and GRI Material Topics Comparison Table**

Issues	Corresponding GRI Material Topics	Meaning to MA-tek	Internal Boundary		Important Stakeholders							Corresponding Chapter	
			MA-tek	Employees	Customers	Shareholders/ Investors	Government Agencies	Park Administration Bureaus	Suppliers	Community and Society	Academic Institutions		
Sustainable Development Strategies	Set Topic: Sustainable Development Strategies	MA-tek's sustainable development strategy planning includes the Company's sustainable development goals, as well as the practice of economic performance, environmental protection and social participation.	●	○	○	○	○	○	○	○	●	○	1.1 Plan for Sustainable Development
IR Recruitment and Development	GRI 401 Employment GRI 405 Diversity and Equal Opportunity	Set recruitment strategies to recruit outstanding talents from all sectors of society to join, and plan professional technical training to provide employees with the assistance required for career development.	●	●							●	●	4.1 Talent Composition of Professional Teams 4.3 Diverse Recruitment and Talent Development
Employee Compensation and Benefits	GRI 401 Employment GRI 405 Diversity and Equal Opportunity	Provide a good remuneration and benefits system for employees, as well as care measures for employees' families.	●	●									4.1 Talent Composition of Professional Teams 4.2 Excellent Remuneration and Benefits

▶ Note: ● Represents Direct Impact ○ Represents Indirect Impact

### Material Topics Management Directives

Material Topics	Management Directives Description	2020 Assessment Results	Corresponding Chapter
Economic Performance	<ul style="list-style-type: none"> <li>Strengthen corporate governance and integrity management, and maintain operational performance.</li> <li>Conduct internal audit operations and risk management.</li> </ul>	<ul style="list-style-type: none"> <li>The annual revenue grew by 20.47%.</li> <li>The internal audit items were checked and found to be in compliance with the regulations.</li> </ul>	2.3 Management Overview 2.4 Internal Audit and Regulatory Compliance
Indirect Economic Impacts	<ul style="list-style-type: none"> <li>Improve testing and technological innovation.</li> </ul>	<ul style="list-style-type: none"> <li>Organize two physical external technical seminars.</li> </ul>	3.1 Technical Service and Quality 3.2 Technological Innovation and Technical Data Management
Anti-corruption	<ul style="list-style-type: none"> <li>Formulate the "Regulations for Evaluating the Performance of the Board of Directors" to implement self-evaluation by the Board of Directors and third-party evaluations.</li> <li>Strictly implement the principles of corporate governance and integrity management.</li> <li>Establish an effective Whistle Blower System.</li> </ul>	<ul style="list-style-type: none"> <li>Complete the first self-evaluation of the performance of the Board of Directors.</li> <li>There were no anti-corruption incidents this year.</li> </ul>	2.2 Corporate Governance 2.4 Internal Audit and Regulatory Compliance
Regulatory Compliance of Environmental Protection Related Laws	<ul style="list-style-type: none"> <li>Comply with the environmental protection laws and regulations.</li> <li>Track changes in environmental protection laws and regulations, and assess the impact on the Company.</li> <li>Implementation of laws and regulations education, training and promotion.</li> </ul>	<ul style="list-style-type: none"> <li>There were no violations of environmental protection laws and regulations this year.</li> </ul>	2.4 Internal Audit and Regulatory Compliance
Employment Relationship	<ul style="list-style-type: none"> <li>Provide employees with compensation and benefits that are better than those in the industry.</li> <li>Strengthen communication channels between employees and employer.</li> </ul>	<ul style="list-style-type: none"> <li>"Average Salary" for full-time employees who are not in management positions and "Median Salary" increased by NT\$15,527 and NT\$26,526 respectively.</li> <li>Employee satisfaction is higher than 4 points (out of 5 points) in all aspects.</li> </ul>	4.1 Talent Composition of Professional Teams 4.2 Excellent Remuneration and Benefits 4.3 Diverse Recruitment and Talent Development
Diversity and Equality in Employment	<ul style="list-style-type: none"> <li>Ensure that employees are treated equally in terms of age, gender, race, religion, nationality, party affiliation, place of birth, sexual orientation, marriage, appearance, and physical and mental disabilities.</li> <li>Any workplace discrimination and sexual harassment is prohibited.</li> </ul>	<ul style="list-style-type: none"> <li>There were no incidents of discrimination or sexual harassment this year.</li> </ul>	4.1 Talent Composition of Professional Teams 4.3 Diverse Recruitment and Talent Development

### Material Topics Management Directives

Material Topics	Management Directives Description	2020 Assessment Results	Corresponding Chapter
Customer Privacy	<ul style="list-style-type: none"> <li>Establish and implement information security policies to prevent leakage of confidential customer information.</li> <li>Organize employee information security education and training, and announce the concept of protecting customer data.</li> </ul>	<ul style="list-style-type: none"> <li>There were no incidents of infringement of customer privacy this year.</li> </ul>	3.4 Information Security and Customer Privacy
Social Economy Regulatory Compliance	<ul style="list-style-type: none"> <li>Comply with Social Economy Laws and Regulations.</li> <li>Track changes in social economy laws and regulations, and assess the impacts on the company.</li> <li>Implementation of laws and regulations education, training and promotion.</li> </ul>	<ul style="list-style-type: none"> <li>There were no violations of relevant social economy laws and regulations this year.</li> </ul>	2.4 Internal Audit and Regulatory Compliance
Set Topic: Quality Management	<ul style="list-style-type: none"> <li>Strictly abide by the quality management policy.</li> <li>Implement quality management education and training.</li> <li>Introduce and maintain international quality management certification.</li> </ul>	<ul style="list-style-type: none"> <li>Organize four quality education training sessions.</li> <li>Bundesamt für Sicherheit in der Informationstechnik (BSI (German Federal Office for Security in Information Technology) ISO/IEC 15408 CC EAL6 Information Security On-site Certification.</li> </ul>	3.1 Technical Service and Quality
Set Topic: Number of Patent Applications and Approvals	<ul style="list-style-type: none"> <li>Implement intellectual property management procedures.</li> </ul>	<ul style="list-style-type: none"> <li>A total of 18 patent applications were filed this year, and a total of 26 patent applications were approved.</li> </ul>	3.2 Technological Innovation and Technical Data Management
Set Topic: Customer Satisfaction	<ul style="list-style-type: none"> <li>Organize business and service personnel education and training.</li> <li>Develop diverse service channels.</li> <li>Implement customer satisfaction surveys.</li> </ul>	<ul style="list-style-type: none"> <li>More than 95% of the survey respondents expressed satisfaction.</li> </ul>	3.3 Customer Relationship Maintenance
Set Topic: Sustainable Development Strategies	<ul style="list-style-type: none"> <li>Implement action plans of technological innovation, talent nurturing and social care with the goal of Corporate Sustainable Development.</li> </ul>	<ul style="list-style-type: none"> <li>Organize four internal technical presentations.</li> <li>Founded the "Blue Sky Home Work-study Fund".</li> <li>Raised funds for Christmas Wish Cards/Christmas Shoe Boxes for children in remote mountain areas.</li> </ul>	1.1 Plan for Sustainable Development

**MA-tek 2020 Secondary Issues and Corresponding Chapter**

Secondary Issues	Corresponding Chapter
1. Employment Relationship	4.2 Excellent Compensation and Benefits
2. Taxation Management	2.3 Management Overview
3. Workplace Safety and Health	4.5 Environmental Safety and Health
4. Supplier Management	2.5 Supply Cooperation Good Partner
5. Social Participation	5.2 Hand in Hand Common Good with Society
6. Waste and Hazardous Substance Management	6.2 Effective Resource Management

# 2 The Pace of Sincere Governance

## 2.1 Company Profile

### I. About MA-tek

**MA-tek is a world-class technical service company covering electronics, electrical machinery, and material analytical labs.**

Founded in 2002, Materials Analysis Technology Inc. (MA-tek) achieved revenue and profit/loss balance in the second year of its establishment, and opened to investors in its fifth year. Looking at the world, MA-tek has expanded overseas to set up laboratories and business offices in ten locations around the world since its establishment, and was officially listed on the over-the-counter market in its seventh year.

With the continuous advancement of science and technology, MA-tek's future development areas continue to deepen and expand, ranging from 5G development and AI to data center construction and other front-end trends, all of which are opportunities for MA-tek to elaborate its strengths. We continue to invest in advanced analysis equipment to provide customers with strong and powerful support to make customers more competitive in the global supply chain. Wherever there is a demand for chip manufacturing, it is the responsibility and value of MA-tek's service. MA-tek engaged in material analysis and research in the past; since the purchase price of relevant instruments such as Transmission Electron Microscopes (TEM), Scanning Electron Microscopes (SEM), Focused Ion Beam Microscopes(FIB), and Secondary Ion Mass Spectrometers (SIMS) were expensive, only academic institutions or resource-rich semiconductor factories had the machinery available, and those were not widely available in the industrial sector. MA-tek is currently one of the more complete material analysis laboratories and electronic and electrical laboratories in Taiwan. Both equipment models and the number of machines are far ahead of universities and research institutions, giving MA-tek a leading position in the world.

The purpose of founding MA-tek is to promote the application of materials analysis to the research and development, manufacturing process and quality control of various fields, and to increase the speed of product R&D in the industry. In recent years, MA-tek has gradually constructed failure analysis and reliability testing laboratories and expanded service locations in Shanghai, Xiamen and Nagoya, Japan to provide technical services for the complete product lines of global customers.

**In terms of sustainable development and long-term development, MA-tek's operating structure is based on four ideas**



Precision Analytical Instruments Center of High-tech Industry



Medical Center of High-tech Products



Necessary Functional Unit of High-tech Industrial Park



A common technology research and development platform & quality assurance laboratory for various industries, including semiconductors, polymers, electronics, metals, ceramics, and nanomaterials



Precision Analytical Instruments Center of High-tech Industry

In January 2008, MA-tek established the SoC Lab in the Hsinchu Science Park. In addition to providing technical services for the centralized management of the material analysis machines of the past, MA-tek also continued to invest in advanced analysis equipment.

At present, MA-tek has become the Precision Analytical Instruments Center of the international science and technology industry. In addition to the leading manufacturers in different domestic industries, MA-tek also provides material analysis services to advanced development countries in Europe, America, and Japan; the customer base covers semiconductor factories, automotive factories, academic research institutions, equipment manufacturers and research institutions. MA-tek is a global professional strategic partner and complementary laboratory.



Medical Center of High-tech Products

MA-tek's analysis and testing system, like the human body medical system, ranges from scientific examinations, internal medicine diagnosis and treatment, and surgery, to pathological research in medical centers; non-destructive testing, electrical analysis, and physical analysis to material analysis is conducted for failed samples. Consultation, analysis, and repair are conducted with the same diagnostic logic to provide customers with medical-grade analysis and testing services, to become a high-quality medical center in the science and technology sector.



Necessary Functional Unit of High-tech Industrial Park

MA-tek plays the role of the R&D service center of the industry, and its main business is to provide the analysis services required at all stages of the IC supply chain, including IC design, manufacturing, packaging, and testing. In order to be able to closely integrate with customers to improve services, MA-tek has successively rooted itself in Zhubei Tai Yuen Hi-Tech Industrial Park, Hsinchu Science Park, Tainan Science Park, Shanghai Zhangjiang Hi-Tech Park, Xiamen Huli District, and entered Japan in 2019 to establish a material analysis laboratory in Nagoya. In the future development of the science and technology industry, MA-tek brings customers friendly, standardized and efficient high-quality analysis services.



A common technology research and development platform & quality assurance laboratory for various industries, including semiconductors, polymers, electronics, metals, ceramics, and nanomaterials

At the beginning of its establishment in 2002, MA-tek was approved by the Industrial Development Bureau, Ministry of Economic Affairs to provide R&D services and intellectual property rights services, and passed the ISO 9001 Management Certification, IECQ 17025 Laboratory Certification, ISO 27001 Information Security Certification, ISO 15408 Information Security On-site Certification and On-site Audits by international major manufacturer customers. The Company's microscopic size measurement results those of are a small number of independent laboratories with verified measurement standards that can be traced back to the U.S. National Institute of Standards and Technology (NIST), which can provide customers with accurate analysis data with international-level high-quality certification.

## II. MA-tek's Milestones

- Jubei Tai Yuan Laboratory (JB Lab) has officially started operations, mainly providing Materials Analysis (MA) and Product Failure Analysis (PFA) services
- Established the Materials Analysis Technology Inc. (MA-tek)
- Established MA-tek Japan Inc. to actively expand into the Japanese market
- Established the Shanghai Lab (SH Lab) in Shanghai Zhangjiang Hi-Tech Park, Shanghai, China to mainly provide failure analysis and expand into Mainland China market
- Listed on the Taiwan OTC market (Stock Code 3587)



- Reinvested to establish Bio MA-tek Inc. and introduce liquid sample analysis (K-kit) service
- Established the MA-tek Tainan Science Park subsidiary

- Jinshan Lab passed the TUV NORD Certification in Automotive Electronics
- Established the MA-tek Xiamen subsidiary

- Established MA-tek Xiamen Educational Consulting Co., Ltd.
- Set up the Nagoya Lab in Japan

2013



2014

- The only independent lab selected as A+ company by Global Views Monthly Magazine
- Selected as one of the Top 500 high tech and high growth companies in 2012 by Deloitte
- The ESD&LU testing services provided by MA-tek Shanghai Lab passed the Texas Instrument certification

2015

- Passed the ISO 27001 Information Security Certification



2017

2018



- Passed the ANSI/ESD S20.20 certification in ESD protection
- Awarded the Entrepreneur of the Year Award by Ernst & Young Global Limited - Top Service Entrepreneur Award
- Chairperson Dr. Yung-Fen Hsieh qualified as a Fellow of the Materials Research Society-Taiwan

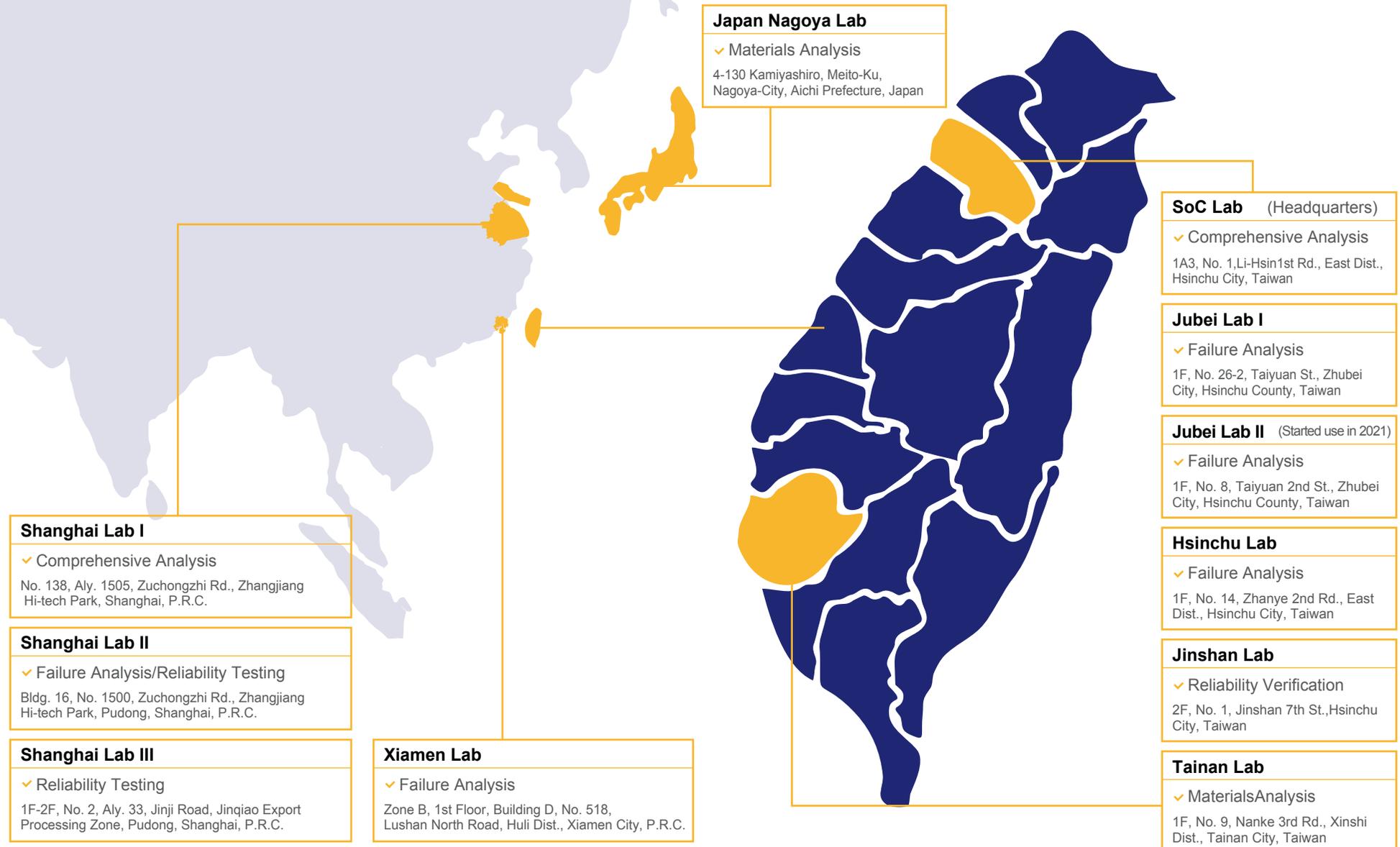


2019

2020

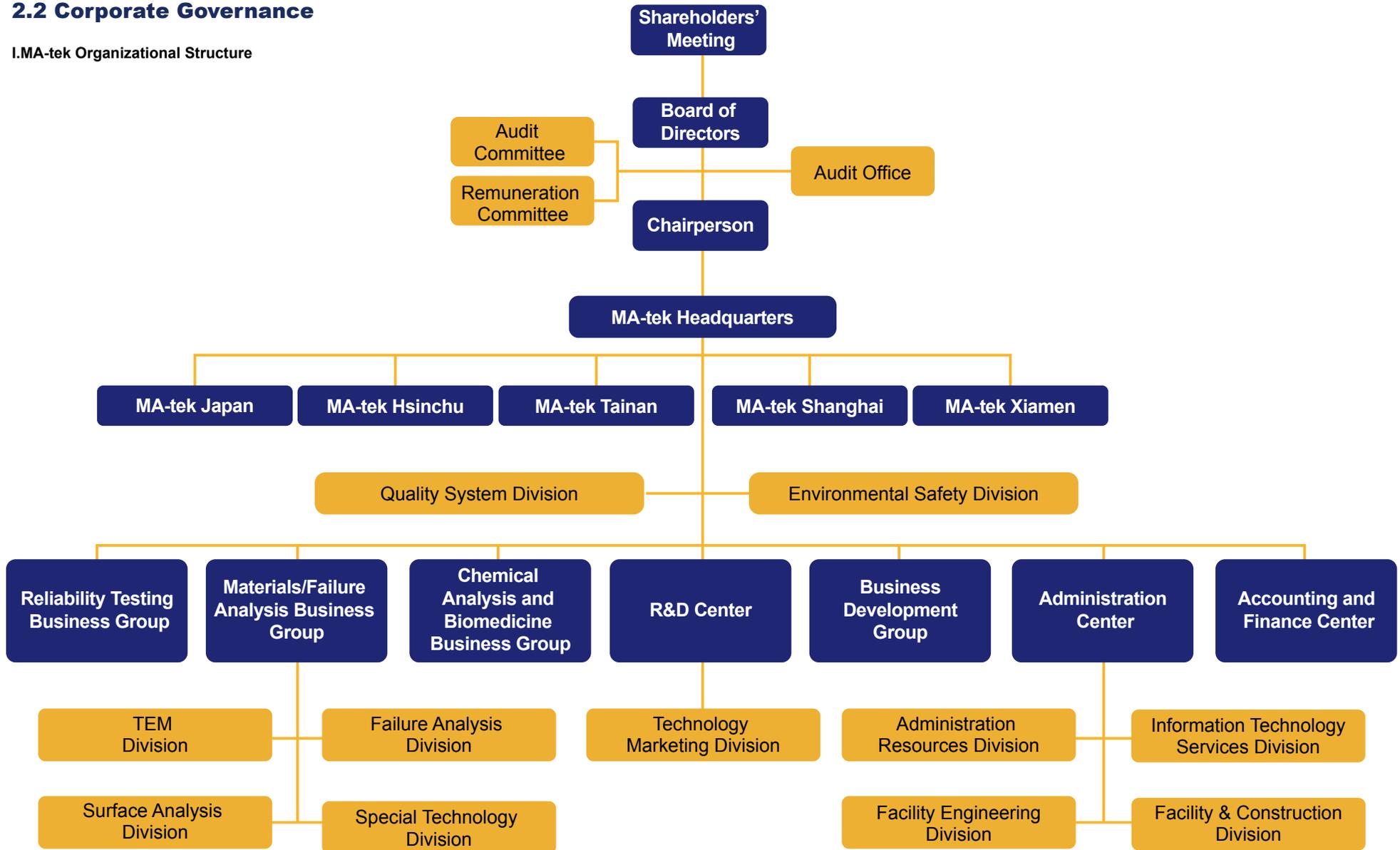
- Passed the ISO/IEC 15408 CC EAL6 Information Security On-site Certification by Bundesamt für Sicherheit in der Informationstechnik (BSI) (German Federal Office for Security in Information Technology)
- Ranked 83th among Top 100 Rapid Growth Companies in Taiwan 2019 by CommonWealth Magazine

### III. MA-tek Global Locations



## 2.2 Corporate Governance

### I.MA-tek Organizational Structure



### CEO Office

- ✓ Company's operation and management.
- ✓ Formulation of business strategy and direction.
- ✓ Evaluation and management of reinvestment business.

### Audit Office

- ✓ Perform internal control system audits and deficiency improvements.
- ✓ Risk management planning, supervision and analysis operations.

### Technology Division

- ✓ Execution and management of testing and analysis work.
- ✓ Testing record production and analysis result judgment.
- ✓ Research and develop new technologies and upgrade original technologies.
- ✓ Customer problem troubleshooting.

### R&D Center

- ✓ New technology development.
- ✓ New products development.
- ✓ Research and development of new applications with existing technologies.
- ✓ Research and development on the special needs of customers.

### Environmental Safety Division

- ✓ Implementing emergency response systems and management control at all labsites.
- ✓ Implementing all types of public safety and environmental protection declarations and inspection operations.
- ✓ Environmental protection laws and regulations, safety management education and training.

### Administration Resources Division

- ✓ Formulation and implementation of human resources and management related systems, planning and implementation of employees training, and establishment and implementation of performance evaluation operations.
- ✓ Planning and control of material requirements.
- ✓ Fixed asset management.
- ✓ Laboratory environment maintenance and management.

### Information Technology Services Division

- ✓ Construction and integration of the company information management system.
- ✓ Personal computer software and hardware purchase and maintenance.
- ✓ Computer machine room management and consumables management.
- ✓ Website planning, management and maintenance.
- ✓ Implementation and supervision of the backup operation of the data for all factories.

### Business Development Group

- ✓ Establishment of customer information, establishment and review of customer credit limits, management of accounts receivable and formulation of sales targets.
- ✓ Integration of the domestic and foreign customer product demand, trend forecast and promotion of sales target.
- ✓ Strategic planning of product composition and price control to achieve profitability goals.
- ✓ Global market information collection and feedback new customer deployment and planning.

### Accounting and Finance Center

- ✓ Budget preparation and execution analysis.
- ✓ Accounting, billing management and tax planning.
- ✓ Financial statement preparation, statistics and analysis.
- ✓ Conduct overall planning and management for the source and use of capital funds.
- ✓ Stock affairs related management.

### Quality System Division

- ✓ Planning the quality policy and system, implementing laboratory work quality assurance and product reliability works.
- ✓ Managing customer quality related business.
- ✓ Responsible for company-wide regulatory management, printing, updating, and standard operating procedures and keeping, releasing of quality record and release, and ISO/QS quality (environmental protection) system maintenance and assistance.

## II. The operation of the Board of Directors and Functional Committees

### Board of Directors

MA-tek's Board of Directors is composed of 7 Directors with a term of three years. Among them, Independent Directors account for three seats, and one Director of the Company is female. MA-tek stipulates in the "Corporate Governance Best Practice Principles" and the "Regulations Governing Board of Directors Election" that the composition of the Board of Directors should be diversified, with different professional backgrounds, work fields or genders, and possessing the necessary knowledge, skills and accomplishments to perform their job duties. The overall Board of Directors should have the following capabilities:



Operational Judgment Skills



Management Skills



Knowledge of the Industry



Leadership Skills



Accounting and Financial Analysis Skills



Crisis Management Skills

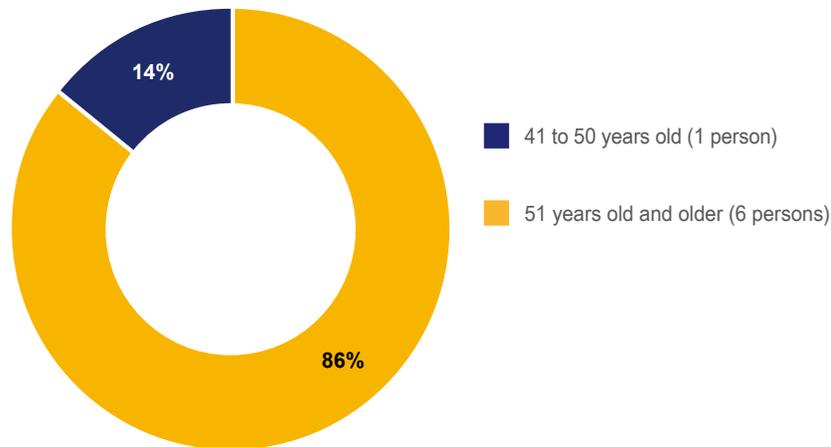


Understanding of the Global Market

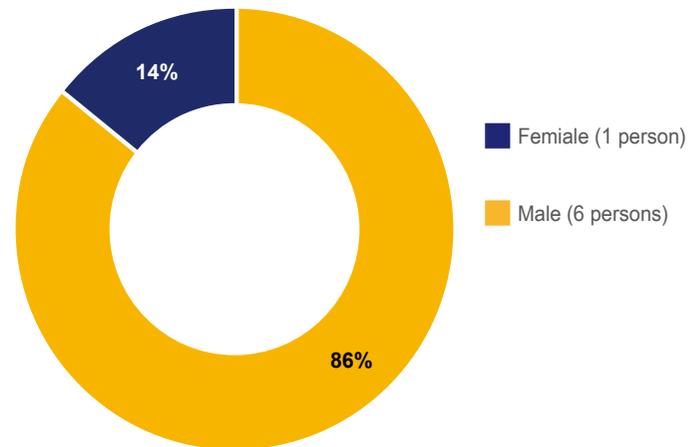


Decision-Making Skills

Age Distribution of Directors



Gender Distribution of Directors



Corporate Governance Best Practice Principles



Regulations Governing Board of Directors Election



### Information of Board of Directors Members and Supervisors

Position	Name	Nationality	Gender	Date of Appointment	Date of First Appointment	Education and Experience	Concurrently-held positions in the Company and other companies at present
Chairperson	ARQ Consulting Company Representative: Yong-Fen Hsieh	Republic of China	Female	June 18, 2020	April 16, 2002	Ph.D., Materials Science, National Tsing Hua University, Taiwan Senior Manager, United Microelectronics Corporation Manager, Unipac Optoelectronics Corporation Director of AU Optronics Corp. Chairperson & CEO, MA-tek	The Company: CEO Chairperson, MA-tek (Shanghai) Ltd. Chairperson, ARQ Ltd. Chairperson, MA-TEK US Chairperson, MA-tek (Xiamen) Ltd. Chairperson, MA-tek Educational Consulting (Xiamen) Co., Ltd.
Director	ERP Investment Corp. Representative: NG BENG SOON	Singapore	Male	June 18, 2020	September 17, 2008	Singapore Polytechnics - Diploma in Electrical, Electronic and Communication Vice Chairperson, Ellipsiz Pte Ltd. President, SmartSolve Ptv Ltd. President, International Business Services Pte Ltd.	President, Core Resolution Pte Ltd.
Director	Chun Kuan	Republic of China	Male	June 18, 2020	June 16, 2017	MBA, Southern New Hampshire University, USA Senior Vice President, King Yuan Electronics Co., Ltd. Accounting Department Manager, United Microelectronics Corporation CFO, Unipac Optoelectronics Corporation	Independent Director, IC PLUS Corp. Chairperson, Xun Jie Investment Co., Ltd.
Director	SHIN MING Corp. Representative: Scott Allen	United States of America	Male	June 18, 2020	June 16, 2017	MBA, Waseda University, Japan Assistant Vice President, General Planning Office, Shin Kong Life Insurance Co., Ltd. Assistant Vice President, Overseas Stock Investment, Shin Kong Life Insurance Co., Ltd.	Director, Shin Ming Industrial Co., Ltd. Director, Shin Pei Industrial Co., Ltd. Director, FUHBIC Supervisor, MA-tek Educational Consulting (Xiamen) Co., Ltd. Chairperson, Prosoon Intelligent Automation Corp

### Information of Board of Directors Members and Supervisors

Position	Name	Nationality	Gender	Date of Appointment	Date of First Appointment	Education and Experience	Concurrently-held positions in the Company and other companies at present
Independent Director	Ching-Hsiang Hsu	Republic of China	Male	June 18, 2020	June 16, 2017	Ph.D., Electrical Engineering, University of Illinois, USA Director, Department of Electrical Engineering, National Tsing Hua University, Taiwan Researcher, IBM TJ Watson Research Center, NY, USA	Chairperson, eMemory Technology Inc Chairperson, IMQ Technology Inc. Chairperson & CEO, PUFsecurity Corporation Representative Director, SecuX Technology Inc. Representative Director, Powerflash Technology Corporation Independent Director, Acer Inc. Director, National Applied Research Laboratories (NARLabs)
Independent Director	Nun-Sian Tsai	Republic of China	Male	June 18, 2020	June 18, 2020	Ph.D., Materials Engineering, Massachusetts Institute of Technology Vice President, Quality and Reliability, Taiwan Semiconductor Manufacturing Company Limited Vice President of Operations, Vanguard International Semiconductor Corporation Researcher, Bell Labs, USA	Chairperson, Jing Jie Investment Co., Ltd. Director, TSMC Foundation
Independent Director	Juine-Kai Tsang	United States of America	Male	June 18, 2020	June 18, 2020	Ph.D., Physics, University of Illinois, Urbana Champaign R&D and management positions in semiconductor companies in the US	Managing Member, VentureTech Alliance Management Co., LLC, Director, 5V Technologies, Ltd. (Cayman) Director, 5V Technologies, Ltd. Director, Mutual-Pak Technology Co., Ltd. Director, Great Team Backend Foundry, Inc. (BVI) Director, LIQUIDLEDS Lighting Corp. Director, Aether System Inc. Independent Director, TrueLight Corporation
Director	SHIN MING Corp. Representative: Scott Allen	United States of America	Male	June 18, 2020	June 16, 2017	MBA, Waseda University, Japan Assistant Vice President, General Planning Office, Shin Kong Life Insurance Co., Ltd. Assistant Vice President, Overseas Stock Investment, Shin Kong Life Insurance Co., Ltd.	Director, Shin Ming Industrial Co., Ltd. Director, Shin Pei Industrial Co., Ltd. Director, FUHBIC Supervisor, MA-tek Educational Consulting (Xiamen) Co., Ltd. Chairperson, Prosoon Intelligent Automation Corp

► Note: For more information, please refer to the 2020 Annual Report of Materials Analysis Technology Inc.

## Operation of the Board of Directors

According to the MA-tek "Rules of Procedure for Meetings of the Board of Directors", the Board of Directors of the Company shall meet at least once every quarter. In 2020, MA-tek held a total of 5 Board of Directors meetings (A), with an average attendance rate of 89.8%.

Position	Name	Actual Number of Attendances (Non-voting Attendances) B	Number of Entrusted Attendances	Percentage of Actual Number of Attendances (Non-voting Attendances) (%) [B/A]
Chairperson	Representative of ARQ Consulting Company: Yong-Fen Hsieh	5	0	100
Director	Representative of ARQ Consulting Company: Jian-Hwa Wang (Note 1)	2	0	100
Director	Representative of SHIN PEI Corp: Jeffrey Remond (Note 1)	1	0	50
Director	Representative of ERP Investment Corp: NG BENG SOON: (Note 2)	2	0	67
Director	Representative of SHIN MING Corp: Scott Allen (Note 2)	3	0	100
Director	Chun Kuan	4	1	80
Independent Director	Ching-Mai Wu (Note 1)	2	0	100
Independent Director	Yung-Sheng Liu (Note 1)	2	0	100
Independent Director	Ching-Hsiang Hsu	3	2	60
Independent Director	Nun-Sian Tsai (Note 3)	3	0	100
Independent Director	Juine-Kai Tsang (Note 3)	3	0	100
Supervisor	Representative of ERP Investment Corp: NG BENG SOON:	2	0	100
Supervisor	Representative of SHIN MING Corp: Scott Allen	2	0	100
Supervisor	Kun-Sheng Chiang (Note 1)	2	0	100

► Note 1: The term of Directors and Supervisors expired on June 18, 2020, and the person was dismissed after re-election.

► Note 2: The term of Directors and Supervisors expired on June 18, 2020, and the person was elected as Director after the Company set up the Audit Committee.

► Note 3: New appointment on June 18, 2020.

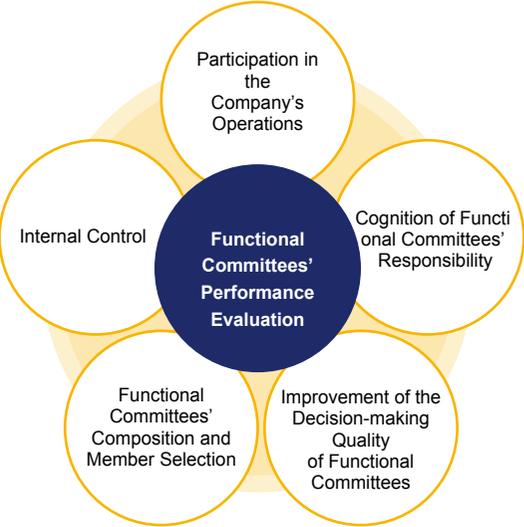
### Continuing Studies Status of the Board of Directors

Continuing Studies Date	Position	Name	Organizing Unit	Course Title	Continuing Studies Hours
December 10, 2020	Chairperson	Yong-Fen Hsieh	Accounting Research and Development Foundation	Competent Authority "Assist the Company to Improve Its Ability to Autonomously Prepare Financial Reports" Policy Analysis and Internal Control Management Practices	6
September 21, 2020	Director	Chun Kuan	Taiwan Stock Exchange/ Taipei Exchange	Corporate Governance 3.0 - Sustainable Development Roadmap Forum	3
October 16, 2020	Director	Chun Kuan	Taiwan Stock Exchange/ Taipei Exchange	2020 OTC Corporate Governance and Anti-corruption Seminar	3
August 11, 2020	Director	NG BENG SOON	Securities and Futures Institute	Industry 4.0 and How Enterprises Can Lead Innovation and Transformation	3
August 27, 2020	Director	NG BENG SOON	Securities and Futures Institute	5G Key Technology and Application Business Opportunities	3
December 14, 2020	Director	Scott Allen	Accounting Research and Development Foundation	Analysis of the Latest Corporate Governance Policies and the Establishment of "Corporate Governance Officers" to Audit Regulatory Compliance Practices	6
March 18, 2020	Independent Director	Ching-Hsiang Hsu	Taiwan Corporate Governance Association	Corporate Sustainable Development	1.5
May 6, 2020	Independent Director	Ching-Hsiang Hsu	Taiwan Corporate Governance Association	Corporate Sustainable Development	1.5
August 5, 2020	Independent Director	Ching-Hsiang Hsu	Taiwan Corporate Governance Association	Hostile Mergers and Corporate Governance	1.5

Continuing Studies Date	Position	Name	Organizing Unit	Course Title	Continuing Studies Hours
November 4, 2020	Independent Director	Ching-Hsiang Hsu	Taiwan Corporate Governance Association	Corporate Sustainable Development and ESG Development Trends	1.5
December 7, 2020	Independent Director	Nun-Sian Tsai	Accounting Research and Development Foundation	The Latest Corporate Tax Laws and Audit Practices	3
December 7, 2020	Independent Director	Nun-Sian Tsai	Accounting Research and Development Foundation	The Role and Operational Practice of "Independent Directors" in Corporate Governance	3
December 8, 2020	Independent Director	Nun-Sian Tsai	Accounting Research and Development Foundation	Interpretation of IFRS 16 "Lease" Explanatory Examples	3
December 8, 2020	Independent Director	Nun-Sian Tsai	Accounting Research and Development Foundation	Interpretation of Legal Responsibilities and Practical Cases Related to Corporate "Tax Avoidance and Proof"	3
May 6, 2020	Independent Director	Juine-Kai Tsang	Securities and Futures Institute	Corporate Governance and Securities Laws and Regulations	3
July 3, 2020	Independent Director	Juine-Kai Tsang	Taiwan Corporate Governance Association	The Macro Vision of the Global Corporate Sustainable Development - From Vision 2050 to Action 2020	3
September 22, 2020	Independent Director	Juine-Kai Tsang	Taiwan Corporate Governance Association	Capital Market and Corporate Governance	3

## Board of Directors Performance Evaluation

MA-tek approved the establishment of the Company's "Regulations for Evaluating the Performance of the Board of Directors" on November 7, 2019, and conducted an internal Board of Directors' performance evaluation in 2020. The evaluation content includes overall Board of Directors' performance evaluation and individual Board of Directors' member performance evaluation, and the functional committees' performance evaluation.

Evaluation Criteria	 <p>The diagram shows a central blue circle labeled "Overall Board of Directors' Performance Evaluation" surrounded by six yellow circles: "Participation in the Company's Operations", "Improvement of the Quality of Board of Directors' Decision-making", "Board of Directors' Composition and Structure", "Election and Continuing Education of Directors", "Internal Control", and "Internal Relationship Management and Communication".</p>	 <p>The diagram shows a central blue circle labeled "Individual Board of Directors' Member Performance Evaluation" surrounded by six yellow circles: "Mastery of Company Goals and Tasks", "Cognition of Directors' Duties", "Participation in the Company's Operations", "Internal Relationship Management and Communication", "Professional and Continuing Education of Directors", and "Internal Control".</p>	 <p>The diagram shows a central blue circle labeled "Functional Committees' Performance Evaluation" surrounded by six yellow circles: "Participation in the Company's Operations", "Cognition of Functional Committees' Responsibility", "Improvement of the Decision-making Quality of Functional Committees", "Functional Committees' Composition and Member Selection", "Internal Control", and "Internal Relationship Management and Communication".</p>
Evaluation Method	<p>The Board of Directors' Meeting Unit conducts evaluation based on the actual operation of the Board of Directors</p>	<p>Self-evaluation by each Board of Directors' member</p>	<p>Self-evaluation by each Board of Directors' member</p>
Evaluation Result	<p>✔ <b>91 points/Excellent</b></p> <p>The evaluation results show that the overall operation of the Company's Board of Directors is comprehensive and conforms to the spirit of corporate governance.</p>	<p>✔ <b>94 points/Excellent</b></p> <p>The evaluation results show that the Directors of the Company have positive evaluation of the efficiency and effectiveness of the operation of all evaluation indicators.</p>	<p>✔ <b>98 points/Excellent</b></p> <p>The evaluation results show that the Functional Committees have positive evaluation of the efficiency and effectiveness of the operation of all evaluation indicators.</p>

## Operation of the Audit Committee

MA-tek passed the establishment of the first Audit Committee at the general meeting of shareholders on June 18, 2020. According to the laws and regulations of the Republic of China, the members of the Audit Committee shall be composed of all Independent Directors; therefore, three Independent Directors, Mr. Ching-Hsiang Hsu, Mr. Nun-Sian Tsai and Mr. Juine-Kai Tsang, served as members of the first Audit Committee for the term from June 18, 2020 to June 17, 2023, the same date as the end date of the seventh term of the Board of Directors.

The purpose of the Audit Committee is to assist the Board of Directors in supervising the quality and integrity of the Company's implementation of accounting, auditing, financial reporting procedures and financial control. Its main purpose is to supervise the following matters:

- ✓ Appropriate expression of the Company's financial statements.
- ✓ The selection (dismissal) of Certified Accountants and their independence and performance.
- ✓ Effective implementation of the Company's internal control.
- ✓ Relevant laws and regulations for the Company to comply with.
- ✓ The management and control of the Company's existing or potential risks.

The Audit Committee met twice in 2020 (A), and the attendance of the members was as follows:

Position	Name	Actual Number of Attendances (B)	Number of Entrusted Attendances	Percentage of Actual Number of Attendances (%) (B/A)
Independent Director	Ching-Hsiang Hsu	2	1	50
Independent Director	Nun-Sian Tsai	2	0	100
Independent Director	Juine Kai Tsang	2	0	100

## Remuneration Committee

On October 21, 2011, the MA-tek Board of Directors approved the establishment of the Remuneration Committee. After coordination with the full re-election of the Directors in 2020, three Remuneration Committee members were reappointed. The term of service is from the effective date passed by the Board of Directors to June 17, 2023, the same as the ending date of the seventh term of the Board of Directors; three Independent Directors, Mr. Ching-Hsiang Hsu, Mr. Nun-Sian Tsai and Mr. Juine-Kai Tsang, serve as Committee members.

The function of this Committee is to evaluate the policies and system for the remuneration of the Directors and Managers of the Company from a professional and objective position, and to make recommendations to the Board of Directors as reference for decision-making.

Information on the operation of the Remuneration Committee: There are 3 Committee members in the Remuneration Committee of the Company.

The term of service for the current Committee members: From June 18, 2020 to June 17, 2023; the 2020 Remuneration Committee meeting was held twice (A) and the attendance of the Committee members was as follows:

Position	Name	Actual Number of Attendances (B)	Number of Entrusted Attendances	Percentage of Actual Number of Attendances (%) (B/A)
Convener	Ching-Hsiang Hsu	1	1	50
Committee Member	Nun-Sian Tsai	1	0	100
Committee Member	Juine Kai Tsang	1	0	100

### III. Integrity Governance and Management

MA-tek has established the “Corporate Governance Principles”, “Ethical Corporate Management Best Practice Principles”, “Code of Ethical Conduct”, “Code of Ethical Conduct for Employees”, “Corporate Social Responsibility Principles”, “Rules for Risk Management” and other standards to establish a good governance structure, actively implement corporate governance in accordance with relevant regulations, and clearly regulate the ethics and conduct for Directors, Managers, and Employees at the same time. In 2020, MA-tek did not have any disputes or litigation related to professional ethics.

#### 01 / Honest Management

All employees shall implement and fulfill their obligations ethically, honestly and uprightly, avoid personal and work conflicts of interest, and are strictly prohibited from any form of corruption, extortion and misappropriation of public funds.

#### 03 / Information Disclosure

Under the premise of not violating Company and legal regulations, disclose business activities, organizational structure, financial status and performance in accordance with applicable laws and regulations as well as industry practices.

#### 05 / Fair Trade, Advertising and Competition

Abide by fair trade and do not participate in market competition in illegal forms such as false advertising.

#### 07 / Confidentiality Mechanism

Reasonably protect the personal data and privacy of those who do business with the Company (including suppliers, customers, and employees); abide by the requirements of the Personal Data Protection Act when collecting, storing, processing, disseminating and sharing personal data due to business needs



#### 02 / No Illegitimate Gains

All employees are prohibited from providing or accepting any form of gains from business partners, especially when these gains may jeopardize objective and fair business decisions. At the same time, employees and their families are required to avoid violating the principles of business integrity, including bribery and fraud, etc.

#### 04 / Intellectual Property Rights

Commit to abide by the relevant laws and regulations of intellectual property rights.

#### 06 / Identity Protection and Prevention of Retaliation

Protect supplier and employee whistleblowers, and ensure the confidentiality and anonymity of their identities to prevent retaliation.

### MA-tek Important Governance Regulations



#### ✓ Corporate Governance Principles

In order to establish a good corporate governance system, MA-tek has formulated these “Corporate Governance Principles” to implement the principles of “Building an Effective Corporate Governance Structure”, “Protecting Shareholders’ Rights and Interests”, “Strengthening the Functions of the Board of Directors”, “Exerting the Functions of Supervisors”, “Respecting the Rights and Interests of Stakeholders”, and “Enhancing Information Transparency”.



#### ✓ Ethical Corporate Management Best Practice Principles

These “Ethical Corporate Management Best Practice Principles” assist the Company in establishing a corporate culture of ethical corporate management and sound development, and provide a reference framework for good business operations to prohibit dishonest behavior by MA-tek’s governance units and employees.



#### ✓ Code of Ethical Conduct

In order to enable the Directors and Managers of the Company to adhere to their ethical behavior when engaging in business activities for the Company based on their job authority and to prevent unethical behavior and behavior that harms the interests of the Company and shareholders, this Code is established.



#### ✓ Code of Ethical Conduct for Employees

In order for the Company’s employees to be compliant and to let the Company’s stakeholders understand the ethical standards and code of conduct that the Company’s employees should follow when performing their duties, this Code is established as the basis for the Company’s employees to follow. All employees of this Company are responsible for carefully reading, understanding and complying with the contents of this Code.



#### ✓ Code of Practice for Corporate Social Responsibility

In order to assist the Company in fulfilling corporate social responsibility and to promote economic, environmental and social progress to achieve the goal of sustainable development, this Code is established to be followed.

## 2.3 Management Overview

MA-tek's consolidated revenue for the full year of 2020 was NTD 3,061,573 thousand, an increase of 20.47% from the previous year's NTD 2,541,447 thousand; net profit after tax was NTD 385,077 thousand, a significant increase of 56.57% from the previous year's NTD 245,943 thousand; earnings per share was NTD 6.18, a significant increase of 56.46% from the previous year's NTD 3.95. In 2020, due to the impact of COVID-19 epidemic and the continuous heating up of the China-US technology war, despite the sharp decline of the global economy, the Company's revenue went against the trend and still maintained a rapid growth of 20.47%. The main reason was that the Company continued to diligently improve its operating efficiency, and coupled with the Company's product portfolio, the gross profit margin increased from 27.01% to 29.62%, and the net profit after tax increased from 9.68% to 12.58%. In order to meet the research and development needs of advanced semiconductor manufacturing processes, the Company has expanded its material analysis capacity in the third quarter of 2020 to meet the research and development needs of customers, and will continue to invest in high-end equipment and train professional and technical talent to become the best long-term R&D partner for customers with fast and professional services. The summary of MA-tek's 2021 business plan is as follows:

### Operating Strategy

01

Establish Jubei Lab II to strengthen the provision of immediate and complete services to customers in the Tai Yuen Hi-Tech Industrial Park; and add Tainan Lab II to focus on advanced manufacturing process R&D services

02

Evaluate the establishment of additional laboratories in Mainland China to grasp business opportunities related to 5G applications.

03

Plan to add more machines to Nagoya Lab in Japan to expand its business projects and serve the nearby automotive fuel cell industry and foundry R&D centers.

04

Expand partners and markets, evaluate the possibility of establishing new locations in North America in the future, and jointly develop the US market by establishing laboratories or joint ventures with local partners.

05

Increase international marketing and cultivate advanced technology R&D capabilities, and provide employees with skill upgrades and a second salary increase system to cultivate excellent talent.

### Expected Sales Amount

The 2021 business goal is to take the steady growth of profits into account; therefore, the revenue and profit in 2021 is expected to exceed the actual revenue and profit in 2020.

### Important Production and Marketing Policies

In addition to continuing the development of new customers for the original analysis projects, the Company will continue to actively expand business in 2021 for three main operating themes, namely China's 5G-related applications, Japan's automotive electronic fuel cells, and Taiwan's advanced manufacturing processes, to develop more high value-added potential customers, expecting to steadily grow this year's performance and profits.

Looking forward to the future, the Company will keep abreast of customers and market trends. In addition to purchasing new and high-end machines to improve competitiveness, MA-tek will continue to develop new testing analysis methods to assist customers in developing advanced products to strive for high-end and high-profit orders. Under the recovery of the global economy, MA-tek will maintain stable growth in its operating conditions. The management team will continue to strive to acquire new customers and improve technical capabilities to ensure stable and profitable business growth in order to pay back shareholders' support and trust in the management team.

Please see the 2020 Annual Report on the Market Observation Post System for more detailed information.

## I. Business Performance

MA-tek benefited from the strong demand for semiconductor testing in 2020, with revenue and profit reaching new heights. The annual consolidated operating income was NTD 3,061,573 thousand, an annual increase of 20.47%. The net profit for the year was NTD 385,077 thousand; an annual increase of 56.57%, and the basic earnings per share was NTD 6.18.

ACCOUNT (UNIT: NTD THOUSAND)	2020	2019	2018
NET OPERATING INCOME	3,061,573	2,541,447	2,081,046
OPERATING COST	2,154,546	1,854,830	1,436,680
OPERATING GROSS MARGIN	907,027	686,617	644,366
OPERATING EXPENSES	463,561	361,333	330,348
NET OPERATING PROFIT	443,466	325,284	314,018
NON-OPERATING INCOME AND EXPENSES	8,226	(15,636)	6,762
NET PROFIT BEFORE TAX	451,692	309,648	320,780
INCOME TAX EXPENSE	66,615	63,705	64,273
NET PROFIT FOR THE YEAR	385,077	245,943	256,507
BASIC EARNINGS PER SHARE	6.18	3.95	4.13
TOTAL ASSETS	4,413,412	4,275,162	3,712,705
TOTAL LIABILITIES	1,467,617	1,554,435	1,006,430
TOTAL EQUITY	2,945,795	2,720,727	2,706,275

▶ NOTE: PLEASE REFER TO MA-TEK'S FINANCIAL STATEMENTS FOR THE FOURTH QUARTER OF 2020 FOR DETAILS.

## Monetary Value of Received Government Subsidies

Subsidy Item	Subsidy Amount (Unit: NTD thousand)
Government subsidies related to the "The Youth's Employment Ultimate Program"	1,636
Government subsidies related to office rent in Xiamen area	1,162
Relevant policies for subsidizing business stabilization and cultivation in Shanghai area	2,044
Government preferential interest rate loans of "Action Plan for Welcoming Overseas Taiwanese Businesses to Return to Invest in Taiwan" (Government low-interest loan subsidies, Note 1)	588

▶ Note 1: The difference between the amount received and the fair value of the loan of NTD 7,005 thousand is regarded as the government's low-interest loan subsidy and recognized as deferred income. MA-tek recognized other income of NTD 588 thousand in 2020.

▶ Note 2: Please refer to MA-tek's financial statements for the fourth quarter of 2020 for details.

## II. Tax Governance

MA-tek is the leader in the field of analysis and testing in Taiwan, and has service locations in Shanghai, Xiamen, and Nagoya, Japan. In order to avoid possible tax risks in different regions and to pursue MA-tek's sustainable development, MA-tek is committed to:

- ✓ Abiding by the tax laws and regulations, calculating and paying taxes correctly, fulfilling the social responsibilities of taxpayers.
- ✓ Supporting the government's tax-related policies to encourage enterprise innovation and reinvestment.
- ✓ Upholding ethical principles in managing tax matters related to transactions
- ✓ Maintaining an open and good communication relationship with the Taxation Bureau
- ✓ Disclosing tax information in financial statements and annual report information in accordance with the Financial Standards Bulletin and relevant laws and regulations
- ✓ Assessing the impact on the Company and way of response immediately when faced with changes of tax laws and regulations,
- ✓ Continuing to understand the new knowledge/changes of laws and regulations of various countries and strengthening tax professional capabilities through internal education and training.
- ✓ Following the internationally recognized transfer pricing guidelines promulgated by the Organization for Economic Cooperation and Development (OECD) for transactions between related parties, unless there are no related similar transactions to follow, the rest are similar to ordinary transactions.
- ✓ Not transferring profits to low-tax or no-tax havens.

### III. Public Association Participation

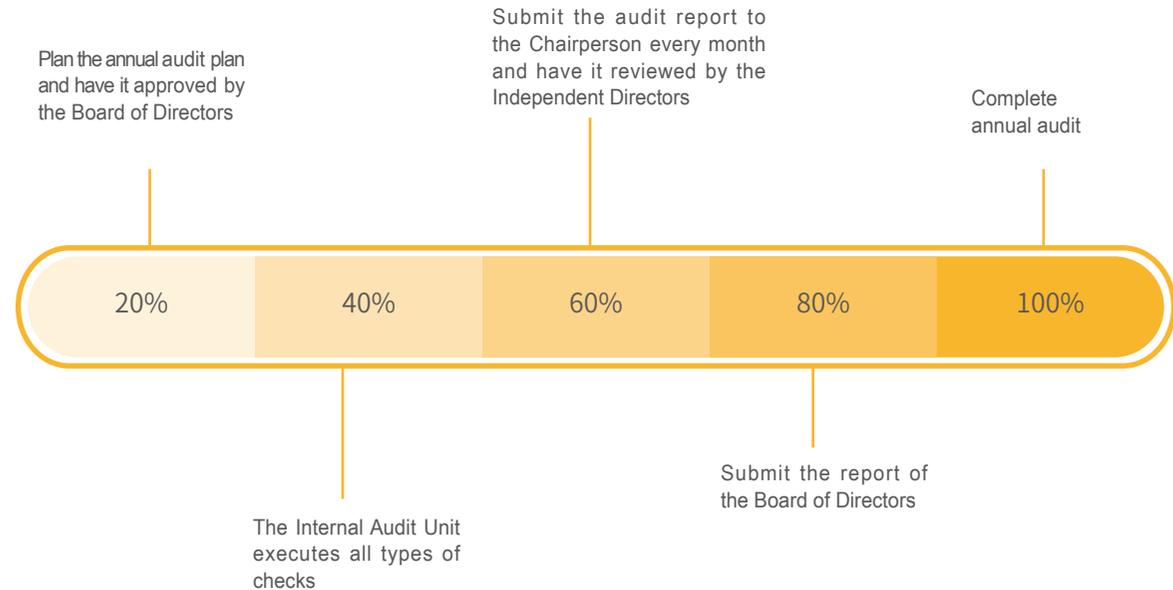
MA-tek actively participates in the Industry Association and Public Association. Through the process of participation, MA-tek seeks any opportunities for communication and cooperation with external units, so as to share industry information and follow the latest developments in the industry, and increase MA-tek's visibility in the industry at the same time. As of the end of 2020, MA-tek is a member of a total of 10 Public Associations, and Chairperson Yong-Fen Hsieh also serves as the director of some of the associations.



## 2.4 Internal Audit and Regulatory Compliance

### I. Internal Audit Operation

MA-tek's Internal Audit is an independent unit, directly subordinate to the Board of Directors. The Internal Audit Unit checks each transaction cycle and operation management regulation in accordance with the annual audit plan approved by the Board of Directors, and prepares the relevant original work papers and audit results into a written audit report, and submits the report to the Chairperson and Independent Directors for review on a monthly basis, and reports it in the Board of Directors meeting regularly. MA-tek draws up the Internal Control System and Internal Audit Implementation Rules in accordance with laws and regulations and by taking the Company's operational risks into consideration with the scope covering all the Company's trading cycles, important management operation regulations and subsidiaries. In 2020, a total of 46 audits were conducted, and no internal control deficiencies or abnormalities were found.



### II. Regulatory Compliance

MA-tek upholds the principle of integrity management, strictly abides by laws and regulations in corporate governance and daily operations, continues to track the revision of laws and decrees of the competent authorities, makes internal measures and operational adjustments for laws and regulations that may have an impact, and conducts promotion among the internal colleagues. Since MA-tek's operations involve the confidential information of many companies and customers, in order to ensure that every colleague can establish the concept of information protection when joining MA-tek, we also include the promotion of the regulations on business secrets in the education and training of new employees to strengthen the colleague's cognition of data protection.

Furthermore, MA-tek's Internal Audit Unit conducts audits on compliance with laws and decrees every year, to ensure that the Company operates in compliance with laws and regulations and prevents the occurrence of illegal incidents. In 2020, MA-tek did not have incidents involving the violation of environmental protection, social and economic, marketing and labeling laws and regulations, nor have there been any cases of corruption.

## 2.5 Supply Cooperation Good Partner

### I. Supplier Management

In order to provide customers with high-quality testing services, MA-tek must work with suppliers to satisfy the various resources required for our operations. MA-tek's suppliers are niche and provide high-end resources, which can be divided into six major categories:



Fixed Assets

Equipment machines instruments, etc.



Material Management

Equipment spare parts, etc.



Miscellaneous

Laboratory consumables small chemicals gloves, etc.



Facility Affairs

Electromechanical waste removal, etc.



Hardware

Reliability lab PCB board, etc.



Outsourcing Analysis

MA-tek currently has established the "Supplier Management Procedures" and "Purchase and Procurement and Management Procedures". In order to establish and maintain a good cooperative relationship with suppliers, MA-tek also fully requires suppliers to sign the "Honesty and Integrity Commitment" and "Confidentiality Affidavit". The supplier shall not have any behavior that violates honesty and integrity, and shall strictly abide by the laws and regulations related to integrity (including but not limited to the laws and regulations of the Republic of China) and confidentiality obligations.

MA-tek also evaluates suppliers, including an initial supplier evaluation and annual evaluation. The annual evaluation is to conduct cross-department grading on the top five suppliers in each category. The evaluation items include product quality, service attitude, delivery time, etc., to identify whether the supplier is required to make improvements based on the final evaluation results, or to place the supplier on the watch list/debarred list. Furthermore, MA-tek's Procurement Unit also conducts annual audits on key material suppliers or outsourcers, and invites the Quality Assurance Unit and necessary Technical Units to participate, and confirm that the suppliers do not have nonconforming matters. Looking back on 2020, MA-tek did not discontinue cooperation with suppliers due to nonconforming matters found in the evaluation or audit.

## 2.6 COVID-19 Response Measures

The COVID-19 crisis is sweeping through the world, and the continuous spreading of the epidemic has caused a health crisis and exacerbated market risks. In such an uncertain environment, the Company's capabilities for planning ahead and risk control are even more important; in order to prevent operational interruptions from endangering the rights and interests of the Company, employees, shareholders, and all stakeholders, MA-tek focuses on epidemic prevention work and hopes to bring a safer workplace environment to employees, because the crisis can be survived only with partners sharing the same philosophy and working together.

After multiple layers of risk assessment and analysis, MA-tek established the "MA-tek Infectious Disease Prevention Procedures" to prevent the transmission and spread of diseases. In order to implement comprehensive risk control, the Company established an epidemic prevention reporting mechanism, distributed masks, and arranged regular disinfection. Outside visitors have to fill in their "Health Record History" during the epidemic to ensure the office safety for colleagues, and "COVID-19 Epidemic Prevention Packages" are prepared specifically for employees on business trips overseas, which contain hand sanitizer, alcohol, medical masks, etc., to provide employees with epidemic prevention materials, and to give care and encouragement, improve the Corporate Health Management System and enhance workplace health management standards, and work together hand in hand to overcome the difficult time of the COVID-19 epidemic.

### MA-tek Epidemic Prevention Measures

- 100% of visitors sign the Health Declaration



- Implement wearing masks at work



- Advocate washing hands frequently



- Provide epidemic prevention kits for employees on business trips overseas



# 3

## Lighthouse of Technology Partners

### 3.1 Technical Service and Quality

#### I. Introducing the Scope of MA-tek Services

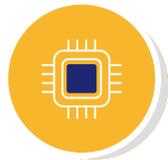
With the vision of becoming “The Best R&D Partner in the High-tech Industry”, MA-tek continues to provide quality countermeasures for high-tech industry technological advancement with professional analysis services, assists in enhancing the competitiveness of customers’ products in the market, and promotes the research and development of the high-tech industry. MA-tek serves diversified industries, of which more than 50% are from the IC industry, including design companies, foundries, as well as packaging and testing. The scope of MA-tek’s services covers the rapid debugging and physical verification in the electronic product design phase, as well as the precise positioning of the fault areas of the micro and nano products, structure observation, material composition and other static and dynamic test analyses; ranging from manufacturing process development, manufacturing process integration, to basic academic research, quality control, patent litigation, failure analysis, competitive product structure analysis or customer returns related issues, these are all within the scope of services. In addition, MA-tek’s services can be widely used in various industries, providing industry-customized professional services.

Semiconductor-related Industries  
(IC design, manufacturing, testing and packaging)

Material Suppliers

Solar Energy Industry

Nanomaterials and Nano Components



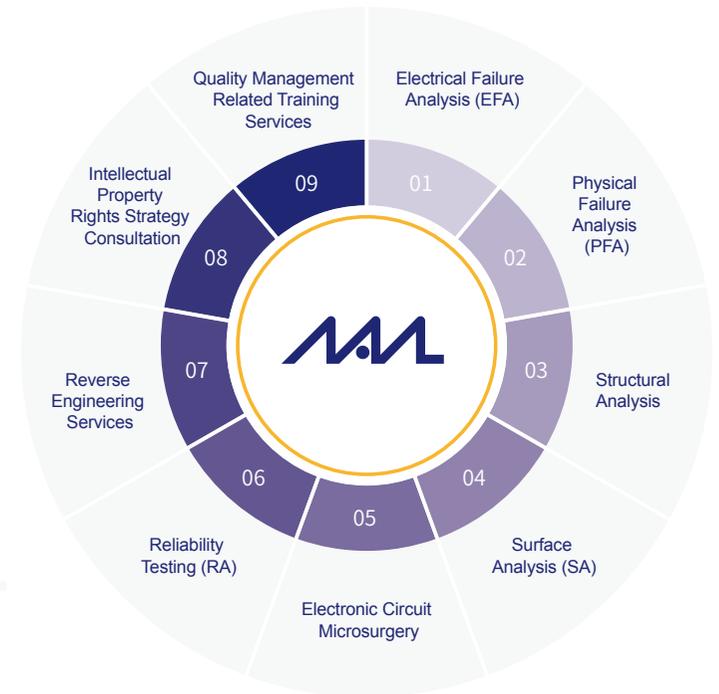
TFT-LCD·MEMS·MOSFET·IGBT

Equipment Suppliers

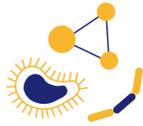
Laser·OLED·mini-LED·micro-LED

Schools and Research Institutes

MA-tek Service Items



## MA-tek Comprehensive Product Analysis Project



### Materials Analysis (MA)

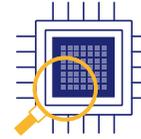
The Electron Microscope is the fastest and most effective method for observing the fine structure of surfaces. MA-tek also has a series of ultra-high resolution devices such as the Hitachi S-8020 and S-4800 Field Emission-SEM (FE-SEM), which can be paired with precise sample preparation, such as CP (ion milling) or a highly skilled delayer method, to perform micro-area magnification observation and component size measurement on the sample surface and cross-section; the magnification can reach hundreds of thousands of times. The additional Energy Dispersive Spectrometry of X-ray (EDS) can perform qualitative and semi-quantitative analysis of micro-zone materials, which is of great help to the analysis of material composition or foreign body composition.



### Physicochemical Characteristics Analysis (CA)

Mass Spectrographic Analysis is an important technology to identify the structure of substances, and its application scope covers air and water pollution detection, chemical and biomedical research, food, drug and cosmetics inspection and other fields.

The generally familiar spectrum shows the signal intensity of each wavelength in the target light source. Similarly, the mass spectrometry shows the signal intensity of elements with different masses in the sample. Mass Spectrographic Analysis has different qualitative and quantitative purposes; these include identifying unknown compounds (determining the isotopic composition of a molecular element, and determining the compound structure by observing its fragments), quantifying the amount of compounds in samples, or studying the basic principles of gas-phase ion chemistry. MA-tek can provide analysis services for the three major mass spectrometry techniques in chemical analysis (ICP-MS/GC-MS/LC-MS).



### Electrical Failure Analysis (EFA)

The purpose of electrical measurement is to verify and measure the parameters and characteristics of semiconductor electronic components, such as voltage-current, capacitance-voltage characteristic curve, resistance, capacitance, inductance value measurement or signal waveform, etc., so as to understand the component's failure behavior to conjecture the possible failure mechanism and determine the subsequent analysis action.

MA-tek also provides probe measurement services for hard needles and soft needles for the chip level (mainly for electrical measurement and verification after circuit repair). To operate in coordination with the setup of the probe station and needle base, which can tap six needles at the same time, there is a laser cutting system equipped on the probe station which can be used for positioning.



### Reliability Testing Services (RA)

In the product development and design stage, designers do their best to convert product reliability requirements into design requirements and parameters. In 1957, the U.S. Department of Defense Electronic Equipment Reliability Advisory Group defined reliability as follows: The probability of completing the task (Probability of Success) or the probability of failure (Probability of Survival) when performing a specific performance or function under specific use (environmental) conditions within a certain period of time. In short, reliability refers to the expected number of product failures during the service life after the product is sold. At the same time, the reliability evaluation can be used to estimate the percentage of returned products within the warranty period (Return Material Authorization, RMA).

In order to ensure the quality and stability of experiments, MA-tek's reliability laboratory uses internationally renowned equipment brands, so that MA-tek customers will have the most stable testing machines and the best test environments.

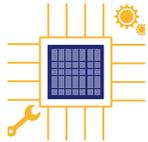
For more service introductions, please refer to the official website.





### Surface Analysis (SA)

MA-tek provides various Surface Analysis services, including “Secondary Ion Mass Spectrometry (SIMS)”, “Spreading Resistance Probe (SRP)”, “Scanning Capacitance Microscope (SCM)”, “X-ray Photoelectron Spectroscopy (XPS)”, “Field-emission Auger Electron Microscope (FE-AES)”, “Atomic Force Microscope (AFM)”, “Thin Film Analyzer ( $\alpha$ -step)”, “Optical Thin Film Analyzer”, and “Fourier-Transform Infrared Spectroscopy (FTIR)”.



### FIB Circuit Repair

Circuit repair is an indispensable and increasingly important service in the IC design industry. Quick return speed and high construction yield are the keys to solving the customer IC design experiment problems.

MA-tek has a total of 15 Single Beam FIB (SB-FIB) microscopes that can provide IC circuit repair services. We operate 24 hours a day, 7 days a week to provide the customers with the most immediate services and to guarantee the completion of customers' commissioned cases within 24 hours. This is MA-tek's commitment to customers.



### Sample Preparation

MA-tek provides various sample preparation services, including “TEM Sample Preparation”, “Chemical Decap”, “Laser Decap”, “Delayer & Parallel Lapping” and “IC Packaging & Bonding”.Parallel Lapping” and “IC Packaging & Bonding”.



### Non-destructive Analysis

The non-destructive analysis provided by MA-tek includes “Optical Microscopy (OM)”, “3D Optical Microscopy (3D OM)”, “2D X-ray”, “3D X-ray”, “Scanning Acoustic Tomography (SAT)”, “Optical Profilers (OP)”, and “Time Domain Reflectometry (TDR)”.



### Integrated Analysis

The Integrated Analysis services provided by MA-tek include “Failure Analysis Process”, “Integrated Project Service” and “Competitive Product Analysis”.

For more service introductions, please refer to the official website.



## II. MA-tek Express Service

MA-tek provides 24-hour sample delivery service. We have organized the MA-tek External Affairs fleet to serve Taipei and Hsinchu cases, and cooperate with express delivery companies for delivery in other areas. Every day, MA-tek's External Affairs personnel will first collect the samples in the mail room, and then distribute the samples to be delivered to each area; before the trip, the accuracy of the samples and route allocation will be repeatedly checked, and then the Chief of External Affairs Section will be responsible for answering the special telephone line for pickups and deliveries. After the customer's required route is confirmed, the External Affairs colleague departs to the customer's location immediately to pick up the package. Finally, the sample is returned and verified, and an electronic PDA is used to sign and save the file to complete the entire sample reception and delivery process.

### MA-tek Sample Reception and Delivery Process



One-Day MA-tek External Affairs Team



## III. Quality Policy and Certification

MA-tek's quality policy upholds the principle of "Precise and Accurate, Efficient and Effective", and continuously tracks the requirements of laws and regulations, ISO 9000 standards, customers, and general management principles, improves the Quality Management System continuously, and conducts the PDCA Circular Quality Management of "Plan", "Do", "Check" and "Act", to ensure that MA-tek's quality objectives are successfully achieved and to urge continuous quality improvement. In order to strengthen colleagues' cognition and concept of service quality, MA-tek also continues to organize quality education and training, and deeply roots MA-tek's insistence on quality in the hearts of every colleague.



MA-tek Quality Education and Training

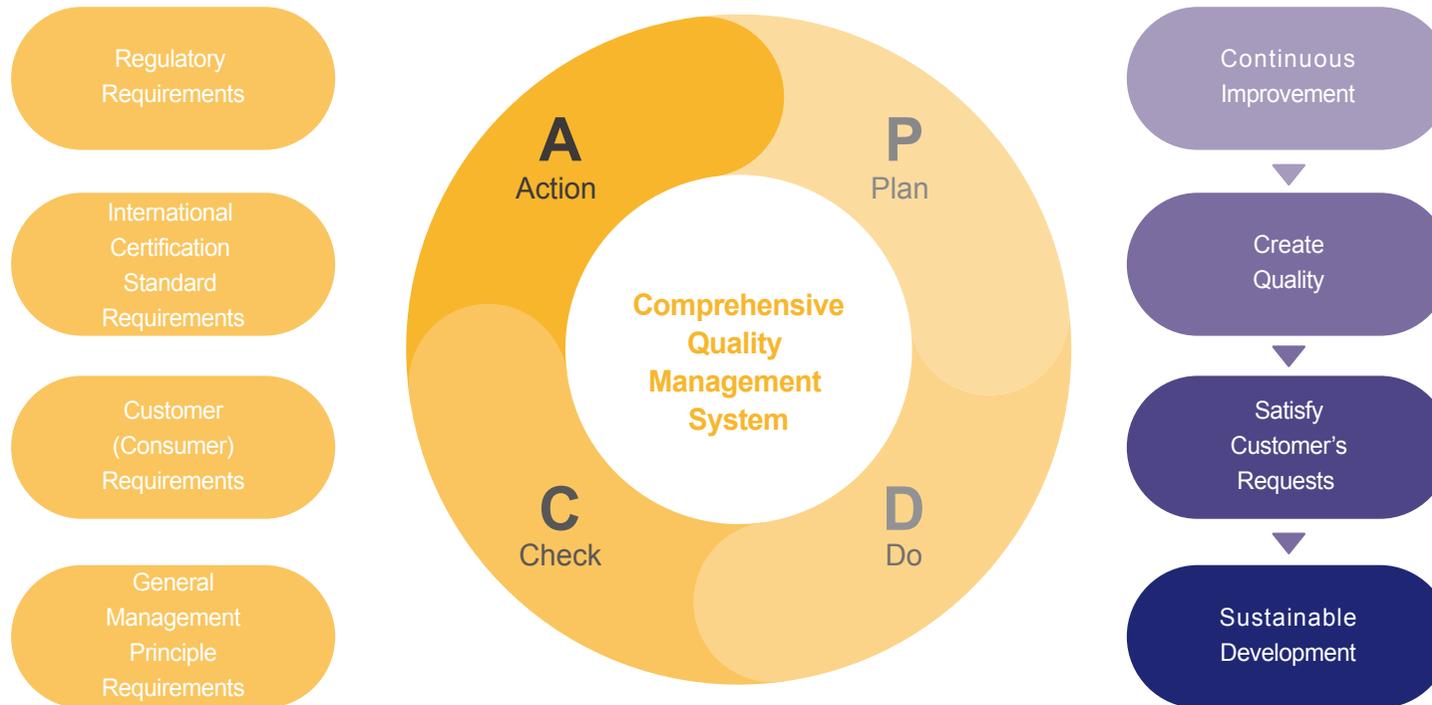


MA-tek External Affairs Team

Quality Policy



Quality Management System Process



MA-tek is the first in Taiwan to pass ISO 9001 (Quality Management), IECQ 17025 (Laboratory Certification), ISO 27001 (Information Security Certification), TUV NORD Certification (Automotives) (Automotive Electronics Verification), ANSI/ESD S20.20 (Electrostatic Discharge Control Certification) and ISO/IEC 15408 (Information Security On-site Certification) and other certified independent laboratories. MA-tek is also an independent laboratory that has won the Industrial Sustainable Excellence Award from the Industrial Development Bureau, Ministry of Economic Affairs. At the same time, MA-tek also conducts on-site audits by major international factory customers, and successfully passed audits on topics of laboratory entity control, information security protection, and property theft prevention. The Company's microscopic size measurement results those of are a small number of independent laboratories with verified measurement standards that can be traced back to the U.S. National Institute of Standards and Technology (NIST); we can provide customers with accurate analysis data with international-level high-quality certification.

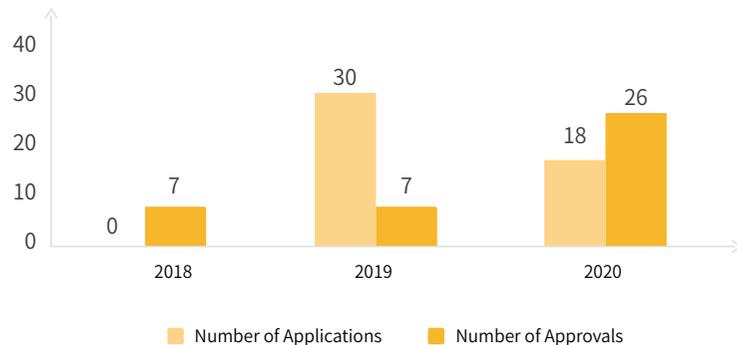
ISO 9001 Quality Management System	IECQ 17025 Laboratory Certification	ISO 27001 Information Security Certification
		
ISO/IEC 15408 Information Security On-site Certification	ANSI/ESD S20.20 Electrostatic Discharge Control Certification	TUV Nord Recognition (Automotive)Automotive Electronics Verification
		

## 3.2 Technological Innovation and Technical Data Management

### I. Technological Innovation and Management

MA-tek's business content belongs to that of the Knowledge Economy Industry. At the beginning of its establishment in 2002, MA-tek received special letter approval by the Bureau of Industry, Ministry of Economic Affairs to provide R&D services and intellectual property rights services. MA-tek has successfully combined rare and valuable precision analytical instrument operation services with the functions of consultants and consulting to accurately and correctly provide various sample preparation services to meet the analysis needs of customers in the research and development of electronic products and the development of new material structures and new manufacturing processes. In order to continuously improve and innovate its services, MA-tek not only actively invests funds in R&D every year, but has also established an Improvement Reward System for the proposals of colleagues, and organizes a Colleagues Technology Presentation every quarter, expecting to stimulate innovative thinking between colleagues through different forms of exchanges and rewards. Furthermore, in order to effectively protect the Company's intellectual property, MA-tek also actively strengthens its patent layout to enhance its economic moat.

#### ✓ MA-tek's Annual Patent Data Statistics



▶ Note 1: The scope of data on the number of patent applications and number of approvals includes the Taiwan Parent Company and Mainland China Subsidiaries.

▶ Note 2: Some patent applications in 2020 are still subject to review by relevant agencies.

Since MA-tek is in the service industry with a high-knowledge economy, therefore, we pay special attention to the protection of technical information and conduct two-way protection from the legal and systematic aspects.

#### ✓ Legal Protection of Technical Information

All MA-tek colleagues have signed a confidentiality agreement with the Company from the day of their employment. In addition to abiding by the relevant agreements during their employment, there are also non-competition regulations for two years after leaving the job.

#### ✓ Systematic Protection of Technical Information

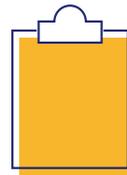
MA-tek divides departments according to service items, and each department's professional field is different. In terms of personnel recruitment principles, materials analysis is mainly based on talents with backgrounds in materials, physics, and chemical engineering. Failure analysis is mainly based on talents with backgrounds in electronics, electrical engineering and chemistry. Reliability testing and ESD testing are mainly based on talents in IC testing and electronics. Each has its own expertise in professional fields, and ordinary employees are not able to be skillful in multiple fields and aspects at the same time. In terms of customer confidential information protection, the Company fully implements the following programs to ensure that employees cannot obtain complete customer information or the technology secrets in all fields analyzed by the Company:



Inform customers not to provide the Company's analysts with information about manufacturing process parameters, material properties, or special formulas that are not related to analytical technology.



All documents and samples provided by the customer shall be taken back by the customer after the analysis is completed (unless the customer requests to keep it on their behalf).



Only the case execution analyst can access the data in the Company's internal data access computer, and only after the Unit Manager has reviewed the analysis data quality can it be delivered to the customer.



PCs attached to machines are not allowed to go online, and the analysis results need to be organized by the specially-assigned person before they can be sent to the customer by a general PC.

MA-tek has passed the ISO 27001 Information Security Certification in September 2015, and will continue to strengthen information security protection, so that every piece of customer data is fully protected.

## II. Internal Technology Presentation

In order to broaden the technical knowledge of engineers and cultivate their presentation ability, MA-tek organizes Internal Technology Presentations in the second month of each quarter, inviting colleagues from all Business Groups to participate. The Technology Presentation provides 15 minutes of reporting time and 5 minutes of on-site Q&A for each team. The “Best Popularity Award”, “Best Presentation Award”, and “Best Stage Style Award” are selected after the presentations by all teams, and award money is provided as encouragement.

### Highlights Column: MA-tek Technology Presentation (4th Quarter of 2020)

MA-tek’s 4th Quarter 2020 Technology Presentation was successfully held on November 25. Each department had accumulated the energy of a full year of technology development, and all chose to do their best in the 4th quarter competition.

The Technology Presentation first started with the Chip Circuit Repair Division and presented advanced IC Backside FIB Circuit Edit technology. This is especially suitable for the needs of advanced manufacturing processes with fine line widths, and one-time modification of multiple circuits. In response to the electrical analysis requirements of the most popular third-generation semiconductor SiC and GaN products, the Failure Analysis Division introduced new analysis technology and processes, which can more accurately determine the failure location and improve the success rate of PFA analysis. The Product Verification Division introduced the highly sought-after condensation verification of automotive electronic products, assisting customers in simulating the lighting procedure of products under dual temperature and humidity conditions, evaluating the areas where product are most prone to condensation, and how to make products dissipate condensation in the shortest time.

After the above and other wonderful technology presentations, and after the evaluation and discussion by the judges, the winners of the 4th quarter “Best Popularity Award”, “Best Presentation Award”, and “Best Stage Style Award” were successfully elected. MA-tek is also looking forward to the next Technology Presentation to inspire more sparks with colleagues.



Best Presentation Award - Wen-Ting Wu  
(Failure Analysis Division I)



Best Stage Style Award - Chih-Hsiang Chen  
(Product Verification Division)



Best Popularity Award - Shih-Yi Peng  
(Chip Circuit Repair Division)

### III. Colleague Improvement Proposals

In order to encourage colleagues to discover and propose improvements in their work, MA-tek set up a system for improvements by colleagues and provides award money for outstanding improvement proposals to encourage colleagues. Colleagues can submit applications for proposals ranging from technology breakthroughs to anything capable of increasing business revenue, reducing costs, expanding markets and other improvements.

The evaluation criteria for improvement proposals include “economic benefits” and “significant improvement to the operating system” to measure the effectiveness of the proposal, and we also attach importance to the thinking ability of our colleagues at the same time, and evaluate based on the “Originality”, “Thoughtfulness”, and “Effort”. After the proposals are reviewed, the proposals are classified into grades A to E according to the scores. The proposals of different grades are rewarded with award money for encouragement, with Grade-A proposals being the highest honor.



### 3.3 Customer Relationship Maintenance

“MA-tek is available to serve you in every Science Park” is our vision. We have always been committed to becoming a professional strategic partner for our customers, providing accurate, effective, and high-quality analysis services. In order to improve the quality and efficiency of our customer service, we are devoted to the education and training of our business and technical service colleagues. We provide multiple communication channels, including Internet and email, while at the same time carrying out regular satisfaction surveys to gain insight into the customer service experience and improvement directions, hoping to grow together with every customer.

#### I. Customer Service and Relationship Management

MA-tek continues to improve service quality and customer experience, and deepens the connection between MA-tek and each customer through various methods. MA-tek actively implements education and training for business colleagues to provide customers with high-quality and professional services. At the same time, in order to make management more immediate and efficient, we provide LiveChat for online customer service dialogue on the MA-tek website, and launched the UFAST online customer service system in the first quarter of 2020, and officially introduced the Customer Relationship Management (CRM) system in the third quarter. Furthermore, we also have special mailboxes and channels for customer feedback to receive customer suggestions and feedback.

#### Business Personnel Training

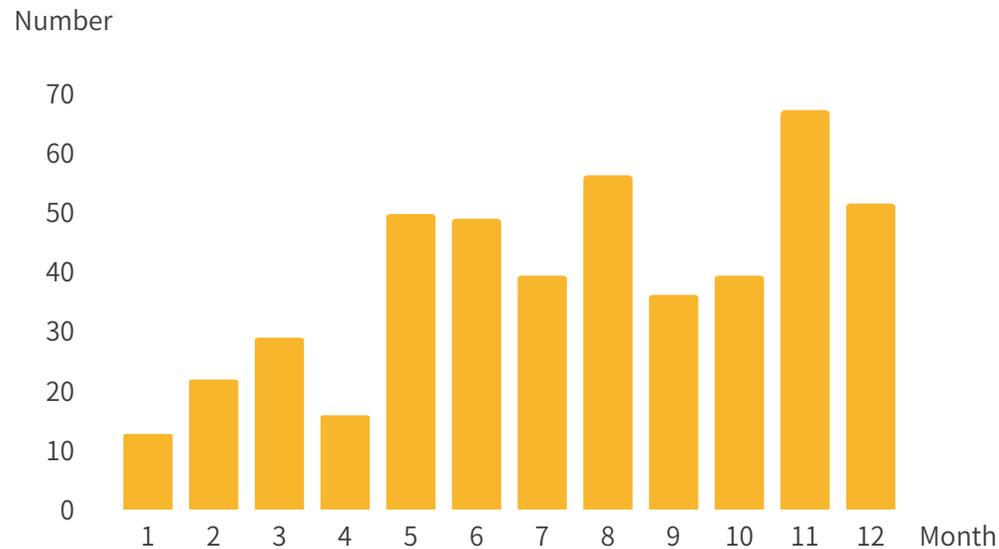
MA-tek provides bi-monthly training sessions for business personnel and business assistants (6 times a year), and holds business training from time to time to share the latest business information and market trends. The training is mainly done by the Chairperson, the Manager of the Technology Unit, and external consultants. The content includes introductions to MA-tek’s service projects, market and industry information, industry supply chain overview, technology trends, customer audits, and business skills, etc. The training of business assistants introduces the relevant operation regulations of the daily work as a business assistant, such as the operation of the quotation system, bargaining agreements, account statements, and pro-forma invoices, etc.

Number of Training Sessions	Business Personnel Training	Business Assistant Training
In 2020	18	7
In 2019	20	8

## LiveChat Online Customer Service

When visiting the MA-tek official website, a customer service dialogue box will appear on the right side of the web page. Domestic and international customers can make inquiries with the customer service personnel in real time through the chat window. We will also reply to the customer the first time, or transfer them to the responsible unit to conduct follow-up contact. According to statistics, we received a total of 462 online inquiries in 2020, an average of about 39 per month, and all online inquiries in 2020 have also been successfully closed.

LiveChat online customer service monthly inquiry statistics in 2020



LiveChat online customer service conversation screen



## Online customer service system- UFast

MA-tek has launched its independently developed UFast online customer service system for the first time in 2020. The system has a responsive web design and supports a variety of major browsers. Customers can use desktop computers, laptops, cell phones, and tablets to manage business in real time anytime, anywhere. Customers can log in to the platform from MA-tek's official website. Through this instant online communication software, regardless of whether it is the submission of cases, technical consultations or quotations, the customers can always receive the services of the technical team and customer service personnel in a timely manner. The UFast system also complies with ISO 27001 Information Security Standards, and uses multiple encryption mechanisms to protect the security of customer information, so that customers can use it with peace of mind.

According to UFast usage record statistics, as of March 2021, there have been nearly 5,000 window dialogues, and more than 3,000 cases have been submitted through UFast. The effect is quite remarkable.

## Customer Relationship Management (CRM) System

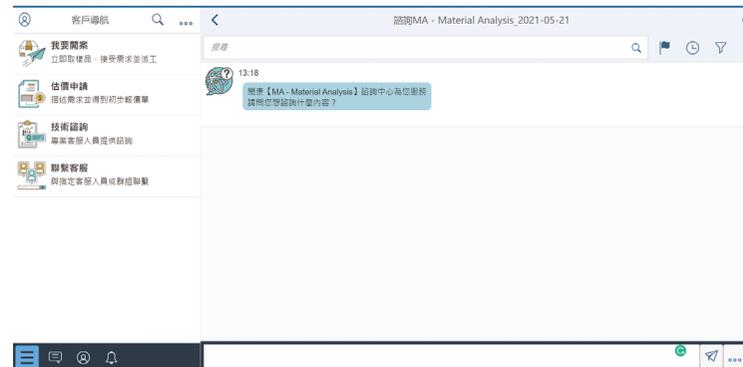
MA-tek officially introduced the CRM system in the third quarter of 2020 to strengthen the Company's service-oriented operation model and optimize its service process, expecting to become a global professional strategic partner through all types of value-added services and to be the strongest R&D support for customers.

1. Customer Service Management: Enhance the capabilities for case management through the use of milestones and knowledge management.
2. Marketing Activity Management: From before the sales to after the sales, an automated marketing process is implemented through the customer journey, so that marketing personnel can complete the marketing automation settings themselves and collect customer responses in real time.
3. Sales Management: Provide convenient tools for business personnel, from a full range of customer information (customer 360) and lead information, manage the data of interaction with customers, track sales results and integrate customer information effectively.

UFast online customer service system login screen



UFast online customer service system interface



UFast online customer service



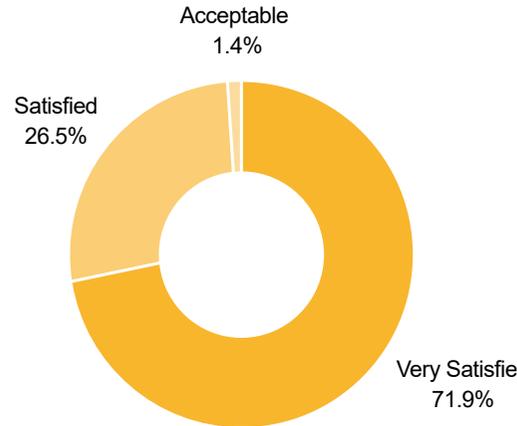
## II. Customer Satisfaction Survey

MA-tek Laboratories regularly conduct customer satisfaction surveys every year, and the responsible personnel complete the "Service Satisfaction Questionnaire Survey after Product Analysis" by telephone, on-site or other methods such as fax, email, etc. After the customer satisfaction questionnaire is returned, we will further review the content of the customers' replies, and take corrective and preventive measures if necessary for analysis and review and improvement; subsequently, we will submit the results of the customer satisfaction survey to the Management Review Meeting for review.

MA-tek conducted the 2020 customer satisfaction survey in January 2021, and invited customers to fill out the satisfaction questionnaire on-site or online. After the results of the 2020 satisfaction survey were reviewed, MA-tek had been given a satisfied evaluation by more than 95% of surveyed customers for all questions, which shows that MA-tek's service quality is deeply loved and affirmed by customers. Our satisfaction survey also asked customers about the areas to be strengthened and improved in relation to testing. As many as 86% of the replies were "no suggestions or improvements needed". Regarding the valuable suggestions given by the other 14% of replies, MA-tek also reviewed the content and identified any opportunities for improvement.

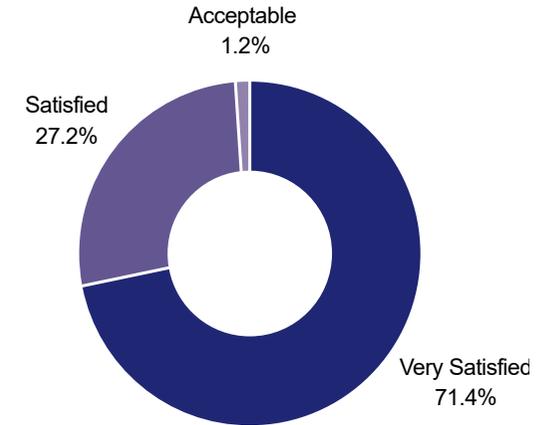
### Q1

How do you feel about the service attitude of the personnel (counter administration/external affairs team) during telephone calls/pickup and delivery of packages?



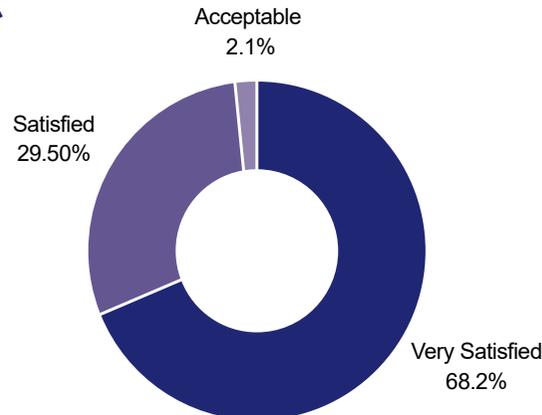
### Q2

How satisfied are you with the process of communicating, discussing, and interacting with engineers during testing?



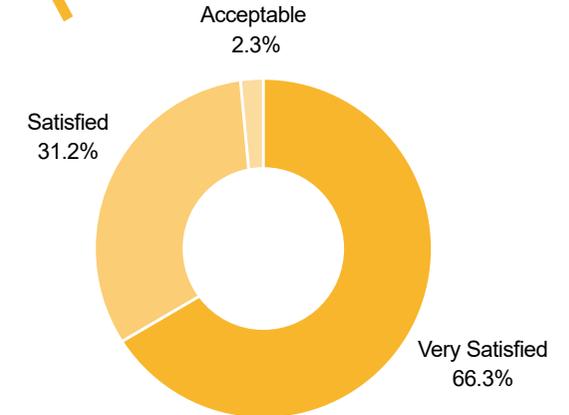
### Q3

How satisfied are you with the delivery schedule provided by the engineers?



### Q4

How satisfied are you with the test analysis results or report quality?



### III. Technical Seminar

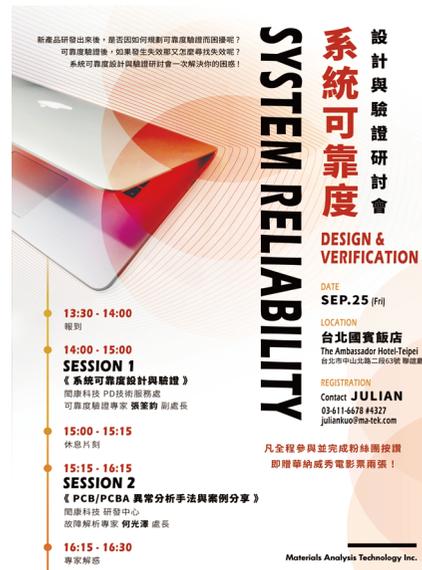
MA-tek organizes external seminars from time to time every year, and shares MA-tek's professional services in the field of analysis with guests, to strengthen the connection with existing customers and explore potential customer groups. Although affected by the epidemic of COVID-19 in 2020, we continued to care about the development of the epidemic and held two physical seminars in September and October when the epidemic eases up. We also implemented the central epidemic prevention policy during seminars to let the guests at the seminars participate with peace of mind.

#### System Reliability Design and Verification Seminar (September 25, 2020, Ambassador Hotel Taipei)

This Seminar focused on the design and verification analysis of system reliability with a total of 51 participating guests. In the first half, the smart and witty lecturer Chuan-Chun Chang, Deputy Director of the PD Service Department, introduced the Salt Spray Test, Temperature Cycling Test, Solar Test and other environmental stress test items for System Reliability to everyone, as well as the MTBF verification instructions. MA-tek has rich experience to provide customers with professional MTBF planning to help customers fully understand product service life.

In the second half, the eloquent and expressive lecturer Kuang-Tse Ho, Director of the R&D Center, introduced the PCB/PCBA failure analysis process and the applications of various analysis machines; followed by the sharing of actual cases of MA-tek on the failure mode of CAF; and ending with the introduction of the red ink experiment as the grand finale.

After the guidance for solutions by the two experts, we expect that all attending guests have experienced a fully rewarding journey.



**設計與驗證研討會**  
**系統可靠性**  
**DESIGN & VERIFICATION**

DATE: **SEP. 25** (拜四)  
LOCATION: **台北國賓飯店**  
The Ambassador Hotel Taipei  
台北市中山區三民路二段93號 國賓樓

REGISTRATION:  
Contact: **JULIAN**  
02-6114631#4227  
juliankuo@ma-tek.com

凡全程參與並完成粉絲圖按讚  
即贈華納威秀電影票兩張!

13:30 - 14:00 報到  
14:00 - 15:00 **SESSION 1**  
《系統可靠性設計與驗證》  
閎康科技 PD 服務部 資深  
可靠驗證專家 葉秉鈞 副處長

15:00 - 15:15 休息片刻  
15:15 - 16:15 **SESSION 2**  
《PCB/PCBA 異常分析手法與案例分享》  
閎康科技 研發中心  
故障解析專家 楊光澤 處長

16:15 - 16:30 專家解惑

Materials Analysis Technology Inc.

Seminar Poster



Reliability Verification Expert, Deputy Director Chuan-Chun Chang



Failure Analysis Expert, Director Kuang-Tse Ho

#### 5G Generation TEM Materials Analysis and Application Seminar (October 28, 2020 MA-Tek Headquarters)

The host of this Seminar kicked off the Seminar by first explaining the importance of TEM in 5G component structure and materials analysis, and introduced the elite team of MA-tek's TEM analysis, with a total of 48 participating guests.

In the first half, Manager Geng-Jay Chu introduced the advanced functions of MA-tek TEM. TEM analysis is not only for filming small-scale structures, but also has many applications such as automatic measurement and image processing, etc. MA-tek also added the highest-resolution spherical aberration correction machine in the industry, which can obtain clear and discernible atomic images.

In the second half, the experienced manager Yu-Feng Ko introduced analysis cases of EEL, VCSEL, high-power components and SiC/GaN and other compound semiconductor components, allowing the industry to explore the analysis methods of the most popular components of the 5G generation.

In addition, the Director of the TEM Division was also overwhelmed by the customers queuing up for consultation, and even for a long time after the Seminar had ended, he was still exchanging opinions on difficult cases.



**5G世代**  
**TEM 材料分析應用研討會**

2020是5G元年  
各家廠商不厚摩擦搶切入5G手機與5G基地台的領域  
RF元件、高功率元件、VCSEL皆在5G世代中扮演重要角  
而這些元件的共通點即是採用化合物半導體的材料  
GaAs, InP, GaN, SiC要如何透過TEM分析手法檢測出  
元件設計或製程開發的問題  
讓我們帶您一起深入了解!

DATE: **Oct. 28**  
Wednesday  
13:30-16:00

LOCATION  
閎康科技 砂崙實驗室 Show Room  
新竹市東區力行一路1號1A3室

REGISTRATION  
10/13 (Tue.) - 10/24 (Mon.)  
請洽各業務負責人 額滿為止 欲報從速

於敬場期間  
凡全程參與並完成粉絲專頁按讚  
即贈華納威秀電影票兩張

13:30-14:00 報到  
14:00-14:40 TEM 進階功能介紹  
TEM組 楊景雄 經理

14:40-14:50 Tea Break  
14:50-15:50 TEM 在 5G 相關元件之應用與  
案例分享 (光電, 高功率, RF 元件)  
TEM組 楊景雄 經理 吳怡潔 經理

15:50-16:00 Q&A

Seminar Poster



TEM Division Manager Geng-Jay Chu



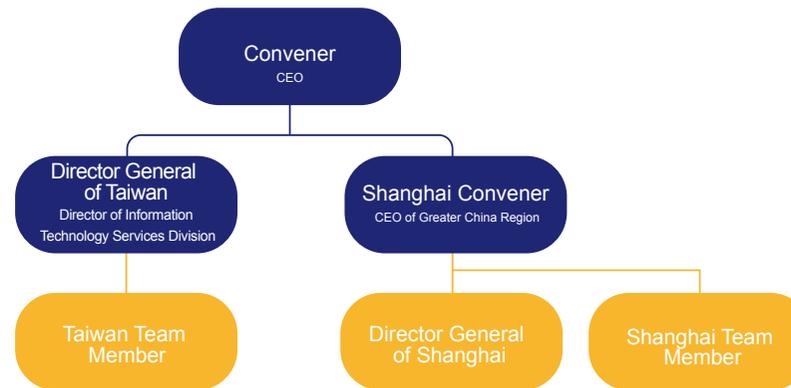
TEM Division Manager Yu-Feng-Ko

### 3.4 Information Security and Customer Privacy

Protection of information security and customer privacy is MA-tek's persistence and commitment. MA-tek has set up the Information Security Management System to organize and promote various information security activities and established information security policies and regulations related matters. In order to demonstrate MA-tek's commitment and responsibility to protect customer information security, MA-tek took the lead in obtaining the ISO 27001 International Information Security Management System certification in the material field, assessing all types of potential risks in a systematic way, and ensuring the safety of the customer's analysis data and the Company's information assets without worry. In September 2020, we passed the ISO/IEC 15408 CC EAL6 Information Security On-site Certification by the Bundesamt für Sicherheit in der Informationstechnik (BSI) (German Federal Office for Security in Information Technology) as the world's first analytical testing laboratory to pass ISO/IEC 15408 EAL6. MA-tek can ensure the safe operation of products from development to destruction, and become a good testing partner for the reliability technical services of information security products for customers in various countries.

#### I. Information Security Policy and Framework

MA-tek has established an Information Security Policy to manage all types of information security matters, including operational data management, application system management, database management, system management, network environment management and equipment management of security area. We have also set up the "Information Security Management Organization" to help promote MA-tek's Information Security related activities. The MA-tek CEO serves as the convener of our Information Security Management Organization, and the CEO of the Greater China region and the Director of the Information Technology Service Division are members of the Promotion Team, responsible for the planning, implementation, communication, and decision-making of the Company's information security related activities. Under the Information Security Management Promotion Team, there is the Implementation Team composed of colleagues from Taiwan and Shanghai, responsible for managing information security activities, meetings, training and other tasks to ensure that all policies are truthfully implemented.



ISO/IEC 27001 Information Security Management System



ISO/IEC 15408 Information Security On-site Certification



#### Information Security Management Promotion Team

- Work Projects
- Agree on the information security planning and implementation of the Information Department
  - Communicate and coordinate information security issues with related units
  - Make decisions on information security issues
  - Convene the annual Information Security Promotion Team Meeting (Management Review Meeting)

#### Information Security Management Implementation Team

- Work Projects
- Regularly convene Information Security Work Meetings
  - Implement the tasks assigned by the Information Security Promotion Team
  - Promote various information security activities
  - Collect and organize information security related resources in the Information Technology Department
  - Assist in the implementation and coordination of various information security management systems
  - Prepare Information Security Promotion Team meeting materials
  - Promote information security control and awareness among colleagues

## II. Annual key information security implementation measures

In order to avoid external attacks and leakage of sensitive data, MA-tek has been continuously strengthening its information security protection capabilities to ensure that confidential customer information and the Company's information assets are not exposed to risks. MA-tek continues to strengthen its information security protection measures by formulating an Information Security Improvement Plan every year. In 2020, we implemented five major information security enhancement operations, with the scope covering the enhancement of software and hardware facilities and the optimization of information security operations. MA-tek will continue to upgrade its information security protection and become a trusted testing partner of all technology companies.



Strengthen physical protection of IT equipment rooms



Strengthen physical environment safety measures



Strengthen the information attack response process



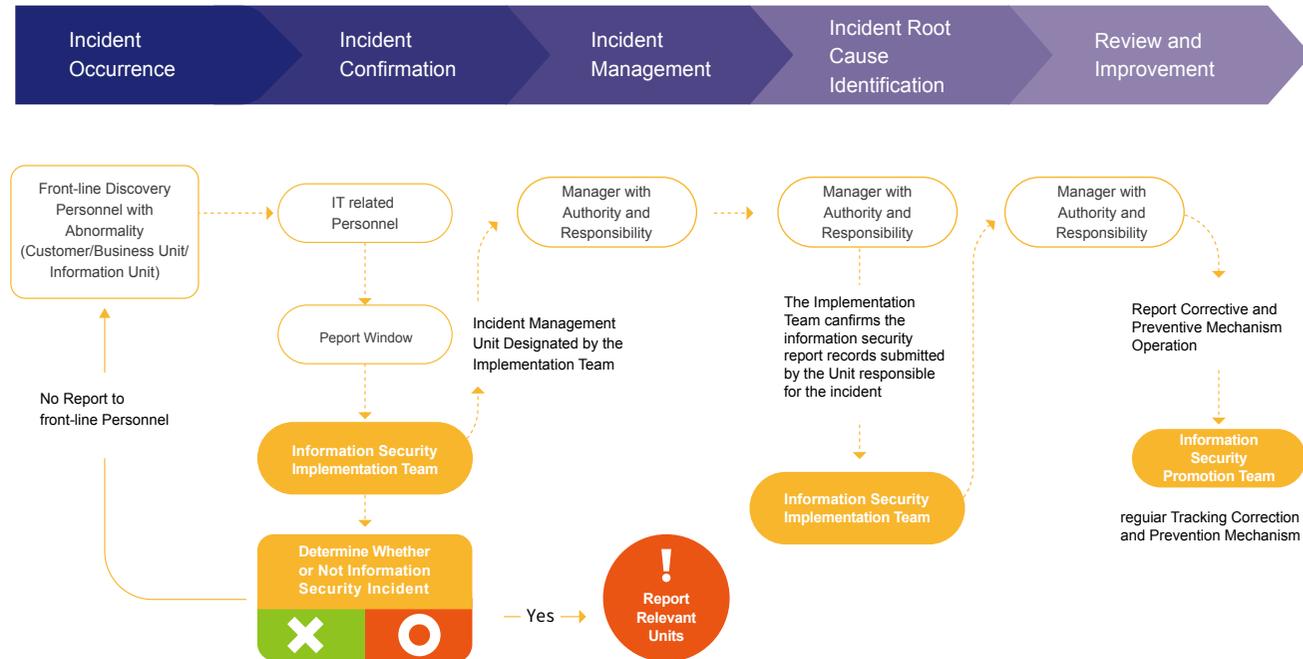
Cyber Security Protection Strengthening Measures



Establish host backup mechanisms in Demilitarized Zone (DMZ)

## III. Information Security Incidents and Reporting Mechanism

In order to prevent and properly manage the occurrence of relevant information security incidents, MA-tek has set up the Information Security Incidents and Reporting Mechanism. When the customer, front-line personnel of the Business Unit or Information Unit discovers and reports abnormalities, the incident processing operations will be initiated subsequently, and the Information Security Management Promotion Team and the Implementation Team will work with related personnel and the manager with authority and responsibility to eliminate the incident. Under the continuous implementation and enhancement of information security measures, MA-tek did not receive any complaints of infringement of customer information in 2020, and no incidents of information leakage, theft, or loss of customer information occurred.



#### IV. Information Security Education and Training

In addition to strengthening the information security protection through various policies and measures, MA-tek also attaches great importance to the concept of information security protection of our colleagues. MA-Tek's Information Security Management Implementation Team organizes various kinds of information security education and training every year. Our education and training forms include physical courses, email promotion, and circulation of printed teaching materials. The content of Information Security Education and Training covers the Company's information security measures, government decree announcements, incident reporting procedures and other policy descriptions. At the same time, we also include major information security incidents that occur domestically and internationally into the teaching materials, so as to enhance colleagues' awareness and alertness of information security incidents. Through various kinds of training and promotion, we hope to establish MA-tek's information security culture and allow the implementation of information security to become the mission and goal of every colleague.



2020 Information Security Education and Training		
Training Subject	Training Form	Number of Participants (persons)
New Employee Information Security Education and Training	Physical Course	103
Management Information Security Education and Training		97
In-service Colleague Information Security Training	Circulation of Printed Teaching Materials	All In-service Employees
Ransomware Information Security Protection Promotion	Email Promotion	All In-service Employees
Information Security Online Test	Online Test	510



## A Workplace for Growing Together

You are very welcomed to join us.



### Talent is the Cornerstone of MA-tek and the Core of Technology

For a long time, we have unceasingly focused on talent cultivation, actively promoting industry-academia connection, supporting academic research programs, and strengthening the connection between theory and practice. We have also planned systematic training programs for in-service employees, to cultivate the core competence of colleagues through continuous learning. In order to ensure a safe working environment, the Occupational Safety and Health Committee regularly conducts environmental operation monitoring, and provides complete safety protection equipment for employees carrying out high-risk operations to reduce risk hazard factors, and the creation of a happy and safe workplace environment is our responsibility and commitment to employees.

Listen to the voices of MA-tek employees



Ting-Yu Hu  
Laboratory Engineer

The Company values not academic qualifications, but development and hard work.



Keng-Chieh Chu  
Laboratory Engineer

In the teamwork atmosphere and unrestricted working environment, colleagues will provide assistance when encountering problems at work, willing to give employees unlimited opportunities for growth, and treating employees well.



Cheng-You Huang  
Assistant Manager, MA-tek Shanghai

When ready to accept the challenge, there is a stage for connecting with international standards. There are many opportunities for overseas assignments to increase career experience and growth.



Ming-Ching Huang  
Director, Surface Analysis Division

Highly integrated, with the best and fastest analysis technology service advantages.



## I. Employees Composition

MA-tek understands that the diverse composition of employees is an important element of organizational development, so MA-tek provides various types of job positions for the diverse and appropriate development of employees. In 2020, MA-tek had a total of 617 employees, of which 41.49% were female, 58.51% were male, 2 colleagues with disabilities, and 5 colleagues were Indigenous people.

Employee Statistics					
Contract Type (Unit: Person)		Male	Female	Total	Percentage
Employment Contract	Full-time Employees (Contract with Unspecified Term)	358	253	611	99.0%
	Temporary Worker (Contract with Specified Term)	3	3	6	1.0%
	Intern	0	0	0	0.0%
Employment Type	Full-time Employees	360	255	615	99.7%
	Part-time Employees	1	1	2	0.3%
Total		361	256	617	100%

Percentage of Employees in Each Employee Category							Employee Diversity Composition			
Item (Unit: Person)	Age					Total	Percentage	Employee Diversity Indicator (Unit: Person)	Disability	Indigenous
	Under 30 Years Old	31-40 Years Old	41-50 Years Old	51 Years Old and Above	Total					
Gender	Female	97	118	36	5	256	41.49%	Number of People	2	5
	Male	139	157	47	18	361	58.51%			
	Total	236	275	83	23	617	100.00%			
	Percentage	38.25%	44.57%	13.45%	3.73%	100%	-			

## II. Statistics of New and Resigned Employees

MA-tek continues to grow with the promotion of business; therefore, the number of employees also increases continuously. In 2020, both the number of male and female employees showed a growing trend. In addition, MA-tek understands that talents are an important driving force for the Company's operation and growth, so MA-tek actively provides excellent compensation and benefits to increase the retention rate.

Total Number of Employees	617									
Statistics of New and Resigned Employees (Unit: Person)	Under 30 Years Old		30-50 Years Old		50 Years Old and Above		Female		Male	
	Number of People	Percentage	Number of People	Percentage	Number of People	Percentage	Number of People	Percentage	Number of People	Percentage
Statistics of New Employees	70	11.4%	50	8.1%	3	0.5%	55	8.8%	68	11%
Statistics of Resigned Employees	41	6.7%	62	10.1%	4	0.7%	44	7.1%	63	10.2%

### 4.2 Excellent compensation and Benefits

MA-tek provides multiple welfare measures to create a happy workplace environment for employees. MA-tek not only provides statutory employee benefits, but also allows employees to enjoy annual health examination and consulting services, annual long-term employee rewards, excellent counselor rewards, employee group insurance, marriage and childbirth subsidies, employee professional course continuing studies assistance, employee travel subsidies, hospitalization and bereavement condolences, gift coupons for festive occasions (birthdays/ Dragon Boat Festival/Mid-Autumn Festival) and other employee benefits.



**Superior Salary**



**Profit Sharing**



**Comprehensive Intimate Caring**



**Work & Life Balance**

## Compensation System

The semiconductor industry has always been the area for contending over Taiwan's talents, and retention is a key issue for MA-tek. Therefore, as the company grows and the industry drives salary adjustments, MA-tek believes that a compensation system superior to that of the industry and various bonus systems is the focus to ensure the stable development for the Company. Therefore, MA-tek provides multiple bonus systems to enhance employee salaries and benefits, hoping to attract outstanding talents to join and stay.

Compensation and Bonus System	
<b>Salary</b>	Fixed 14 months (including Dragon Boat Festival Bonus, Mid-Autumn Festival Bonus and Year-end Bonus).
<b>Shift Allowance</b>	Taking the hard work of colleagues working shifts into consideration.
<b>Annual Salary Adjustment</b>	Adjusted according to personal work performance.
<b>Quarter Bonus</b>	Distributed according to the department target achievement rate and the Company's profitability.
<b>Annual Employee Bonus</b>	Distributed according to the job category, personal performance and the Company's profitability.
<b>Points Bonus</b>	Give an additional high amount of Points Bonus every month according to the number of all completed customer cases.
<b>Skill Allowance</b>	The Company provides training to improve the skills of employees. For those who pass the skill upgrade evaluation, each level will be given an additional skill allowance every month.



Furthermore, in order to demonstrate MA-tek's emphasis on employee compensation and benefits, we also follow the regulations of the Taiwan Stock Exchange to actively cooperate with the disclosure of salary information for employees who are not in management positions. In 2020, for full-time employees not in management positions in MA-tek's Taiwan area, the average salary was NTD 968,687, an increase of NTD 15,527 compared to 2019; and the median salary was NTD 885,644, an increase of NTD 26,526 compared to 2019, and both showed an upward trend, showing that MA-tek makes an effort on providing salaries for colleagues.

Salary information for full-time employees not in management positions in Taiwan			
Item	2019	2020	Differences
Number of full-time employees not in management positions (Unit: Person)	516	538	Increased by 22 persons
"Average Salary" for full-time employees not in management positions (Unit: NTD)	953,160	968,687	Increased by NTD 15,527
"Median Salary" for full-time employees not in management positions (Unit: NTD)	859,118	885,644	Increased by NTD 26,526

▶ Note 1: Disclosure based on the "Taipei Exchange Rules Governing the Preparation and Filing of Corporate Social Responsibility Reports by TPEX Listed Companies" of the Taiwan Stock Exchange.

Remuneration Ratio of Employees in Taiwan by Gender			
Employee Category	Management	Non-management	Uncategorized Statistics
Female	1.13	0.91	0.93
Male	1	1	1

▶ Note: The definition of Management is employees above Section Level

## II. Various Benefit Policies

MA-tek provides diverse benefit measures, to create a happy workplace environment for employees and provide employees with multiple employee benefits. Besides generous bonuses, we hope to create a warm workplace where employees can develop happily and healthily; therefore, MA-tek provides a variety of comprehensive benefit measures, caring for the needs of every colleague.

<p><b>Protection with Peace of Mind</b></p>	<ul style="list-style-type: none"> <li>• In addition to labor insurance and health insurance in accordance with the law, MA-tek also helps employees take out group insurance and other forms of protection for free (including life insurance, accident insurance, medical insurance, cancer insurance, etc.), and provides preferential family group insurance plans.</li> <li>• Colleagues on overseas business trips also have travel safety insurance to increase the overall protection for employees.</li> <li>• Employee pensions are contributed in accordance with the law to take care of the retirement life of colleagues.</li> <li>• Health examination and consulting services are provided every year.</li> </ul>
<p><b>Life in United Efforts</b></p>	<ul style="list-style-type: none"> <li>• Rental allowances or transportation allowances are provided to solve the problems of colleagues in other counties and cities when they leave their hometowns for work.</li> <li>• The Welfare Committee provides wedding, funeral and festival celebration gifts, maternity benefits, hospital consolation money, birthday gift coupons, Mid-Autumn Festival, Dragon Boat Festival and May Day gift coupons.</li> </ul>
<p><b>Heart-warming Workplace</b></p>	<ul style="list-style-type: none"> <li>• Monthly party (afternoon tea time), quarterly department meals, and night shift colleagues also enjoy a supper surprise late night snack every week.</li> <li>• Free relieving massage makes the employees feel appreciated.</li> </ul>
<p><b>Rich and Abundant Activities</b></p>	<ul style="list-style-type: none"> <li>• Multiple club activities (such as board game club, yoga club, painting club, Japanese language club, etc.), colleagues can balance their lives while taking a break from work.</li> <li>• Family day, Christmas party, singing competition, hiking day, annual reservation of VIESHOW CINEMAS for movie viewing, special store discount goodies, year-end party, other get-together parties, and social welfare activities to give back to the society.</li> </ul>
<p><b>Multiple Benefits</b></p>	<ul style="list-style-type: none"> <li>• Employees can enjoy special leave that is better than the stipulations specified in the Labor Standards Act from the date of employment. In addition to that, a flexible leave system allows employees to arrange the use of leave more independently, and gives colleagues the required leave according to law.</li> <li>• Employee stock ownership has been provided since 2020 as a Company benefit.</li> <li>• Provide "High Referral Bonuses" to encourage "Employees Referring Employees", and welcome outstanding work partners to join MA-tek.</li> <li>• The Company provides "High Employee Travel Allowance".</li> </ul>

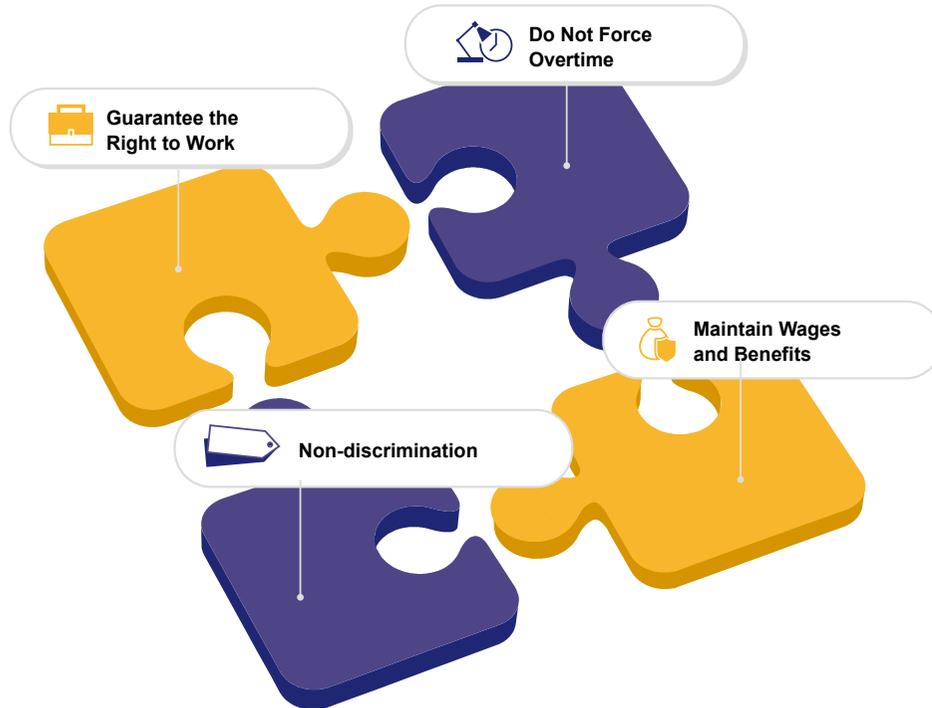
### 4.3 Diverse Recruitment and Talent Development and Talent Development and Talent Development

MA-tek places employees in the center and upholds the principles of various labor and ethics policies to create a friendly, fair and just workplace environment for employees.

#### I. Labor and Ethics Policies

##### Labor Policy

MA-tek established the Labor Policy to protect the rights and interests of employees, protect employees from inappropriate discrimination and sexual harassment, provide sound salary and benefits and working hours, establish a diversified and effective communication mechanism, and provide diversified training and development opportunities to implement humane management.



##### Ethics Policy

In order to avoid conflicts of interests arising from personal matters and work, and strictly prohibit any form of corruption, extortion, and misappropriation of public funds, while protecting the privacy and intellectual property rights of customers, MA-tek has established the Ethics Policy, and provides mechanisms for complaints and the protection of whistleblowers to ensure MA-tek's honest operation principles.



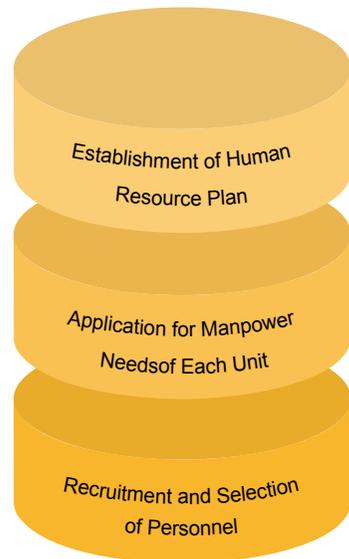
Details of Labor and Ethics Policies



## II. Recruitment System

Talent has always been the cornerstone of MA-tek's growth. In order to ensure that there is sufficient talent within the Company, MA-tek has established a recruitment System, and sets up the Human Resource Plan regularly every year to respond to the changing needs of personnel. In addition, we hope to have more opportunities to contact and invite outstanding personnel to join us, and continue to narrow the distance with talent through the four major channels of "Campus Intensive Cultivation", "Internship Program", "R&D Substitute Military Service", and "Government Agency Talent Recruitment". We also continue to strengthen connections with academic institutions at the same time, expecting to accumulate more R&D energy through cooperation with academic institutions to achieve a research ecosystem of mutual benefit for industry and academia.

MA-tek Recruitment System



Based on the Company's overall development and consideration, the Human Resource Plan is set up regularly every year to respond to the changing needs of personnel.

Whenever a unit needs to increase manpower when there is a resignation or a new job post, internal promotion or transfer shall be adopted as the principle. Based on manpower planning, each unit can choose to increase manpower by means such as internal promotion, transfer and external recruitment.

When there is a manpower need caused by resignation or a new job post within a unit, if the promotion or transfer still fails to meet the unit's manpower needs, the unit shall submit the external recruitment needs and qualifications for the responsible personnel of the Human Resources Department to conduct recruitment and selection operations.

Four Major Channels of MA-tek Recruitment

**1**   
**Campus Intensive Cultivation**

Campus Recruitment, Corporate Briefing, Tsing Hua and Chiao Tung University RAISE project

**2**   
**Internship Program**

One-year Internship and Summer Internship for School Students

**3**   
**R&D Substitute Military Service**

Apply for an R&D Substitute Military Service quota from time to time, military service as employment, and early career direction planning

**4**   
**Government Agency Talent Recruitment**

Recruitment activities of county and city government Employment Service Stations, and recruitment activities of competent authorities

### ✓ Campus Intensive Cultivation

Although the recruitment activities in 2020 were suspended due to the epidemic COVID-19, MA-tek still adopted online recruitment methods to break through the epidemic restrictions, holding three online recruitment activities targeting five major domestic universities and universities of science and technology. In addition, in order to guide elites from academia to industries and improve the competitiveness of key industries in our country, MA-tek specifically accepts the "Rebuild After PhD Industrial Skill and Enterprise" (RAISE) planned by the Ministry of Science and Technology. It is hoped that talent can be successfully guided to key industries and services through the one-year employment training program.

### ✓ Government Agency Talent Recruitment

In order to implement diversified recruitment, MA-tek also makes good use of government employment counseling resources to bring its corporate vision into the community without overlooking any talent. In 2020, MA-tek participated in the recruitment activities of the Zhubei and Hsinchu Employment Centers in November and December.

### ✓ Internship Program

Based on the intensive cultivation of the campus and the training of future analysis and testing professionals, MA-tek has reached an agreement for a One-year Internship Program for senior students with the Department of Chemical and Materials Engineering of Minghsin University of Science and Technology, and for a Summer Internship Program with the Department of Materials Science Engineering of National Tsing Hua University respectively. In addition to achieving the principle of mutual benefit for internship cooperative teaching and practical training through setting the learning themes, planning complete education and training and actual practical work, it can also enable students to cultivate the attitude they should have in the workplace and to plan for their future career directions. If the performance is good, there is also the opportunity to transit from the internship to full-time employment.

### ✓ R&D Substitute Military Service

In order to cooperate with our Country's economic development and effectively use the R&D expertise of servicemen to enhance our Country's talent R&D capability and competitiveness, MA-tek cooperates with the national military service system to provide R&D Substitute Military Service from time to time, to allow military service and employment to be carried out simultaneously, and to let students smoothly integrate into the workplace after graduation.

## MA-tek College Student Internship Program

Summer Internship	Get a preliminary understanding of the work content and process of testing and analysis, for the students to get close to industry practices.
One-year Internship	Cooperate with the Unit Manager to start learning from basic practice (such as machine operation), and provide basic practical operation opportunities to students according to their abilities.

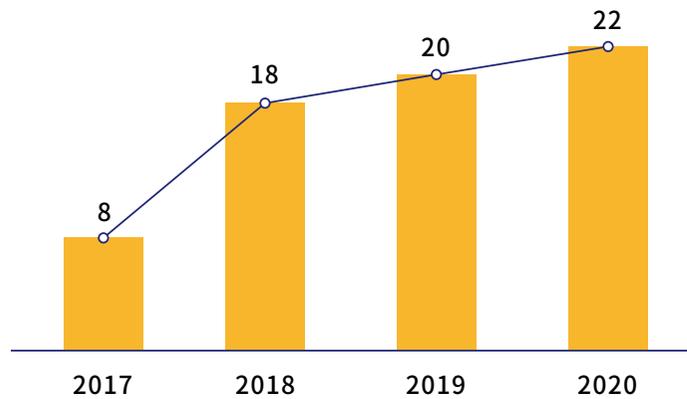


### Experiences of Employee Transition to Full Time Employment in 2020

When encountering problems at work, colleagues are very enthusiastic to help. The part of learning machines is taught by senior colleagues. If I have extra time, I will practice more. If there's anything I don't understand, I will ask and learn more. It will be of great help to me. As for the machines I want to learn more about in the future, I hope it will be helpful for work.

2020 MA-tek Recruitment Event		
Item	Cooperating Unit	Event Date
Online Recruitment (Note)	National Taiwan University, National Tsing Hua University, National Chiao Tung University, National Taiwan University of Science and Technology, Minghsin University of Science and Technology	
Physical Recruitment Event	Yourator Southern District Talent Fair	September 13, 2020
	National Tsing Hua University Fall Campus Talent Fair	October 16, 2020
	Zhubei Employment Center	November 18, 2020
	Hsinchu Employment Center	December 10, 2020

► Note: In the first half of 2020, change to online recruitment due to the impact of the epidemic COVID-19



Number of referred human resource recruits from 2017 to 2020

### Internal Referral Bonus System

In order to increase the retention rate of talent, MA-tek has established a comprehensive recruitment system and plan. In addition to the four major recruitment channels, it has also established an "Internal Talent Referral System". Internal colleagues are welcome to refer outstanding talent to join MA-tek, and a referral bonus will be provided if the referral is successful. According to the statistics from 2017 to 2020, 68 people were recruited through the Talent Referral System, and the number of internal referral recruits seeing an upward trend year by year. In the past four years, a total of NTD 668,500 in bonuses has been awarded.

### III. Talent Development and Cultivation

MA-tek attaches great importance to the cultivation and development of talent. In order to allow employees to have solid professional skills and continue to improve their professional capabilities, we continue to provide a number of training courses and arrangements, mainly divided into "General Knowledge Training", "Professional Technical Training", "Management Training" and "Environmental Safety Training". Every employee can receive the following at MA-tek:

Comprehensive and solid new employee orientation training, internal professional skill training to continuously improve colleagues' professional capabilities.

Encouragement for colleagues to participate in external professional technical training, with fully-subsidized assigned training and approved internal and external training courses.

Smooth promotion channels and overseas development opportunities, and the provision of excellent dispatch benefits.



#### General Knowledge Training

- New Employee Orientation Training
- Information Security
- Quality Management
- Core Competency
- Language Training



#### Professional Technical Training

- Technical Cultivation Training
- Skill Verification Training
- Personnel Qualification Certification



#### Management Training

- Management Competency Training
- Sales Competency Training
- Service Personnel Training



#### Environmental Safety and Health Training

- Occupational Safety and Health Training Stipulated by Laws and Decrees

In 2020, MA-tek's employee education and training totaled 2,427.5 hours, with average training hours of 3.93 hours. The training content includes General Knowledge Training, Professional Technical Training, and Management Training.

2020 Employee Training Statistics			
Employee Category	Total Training Hours (hours)	Total Number of Employees in this Category (persons)	Average Training Hours
Female Management	297	43	6.49
Male Management	640.5	91	7.04
Female Non-management	663.5	213	3.12
Male Non-management	844.5	270	3.13
Total	2,427.5	617	3.93

► Note: The definition of Management is employees above Section Level.

### 1.General Knowledge Training

MA-tek's General Knowledge Training includes New Employee Orientation Training, Information Security, Quality Management, Core Competency, and Language Training, to lay the foundations of the basic capabilities and cultivation of colleagues through such training. Quality Management and Information Security training are introduced in Sections "3.1 Technical Service and Quality" and "3.4 Information Security and Customer Privacy" respectively.

### New Employee Orientation Training

In order to allow new colleagues to quickly get to know MA-tek, we introduced the Company Profile, Introduction of Company Rules and Regulations, Occupational Safety and Health, Information, Quality System, Retrieving and Delivering/Requisition/Material, ESD Electrostatic Protection, etc., into the New Employee Orientation Training Courses. In order to ensure that the new employees are fully taken care of, MA-tek has also established a new employee mentor system, allowing senior colleagues to act as counselors to assist new employees in integrating into the environment as soon as possible.

### MA-tek New Employee Mentor System

Purpose	In order to reduce the difficulty of adaptation for the new employees, a senior colleague will be arranged for each new employee reporting to work as their mentor. With the assistance and care of senior colleagues, new employees can be integrated into the environment as soon as possible, understand the company culture, adapt to the work content, also can increase their retention rate.
Mentor Job Duties	<p>Before reporting to work: Discuss with the manager to draw up a training plan for the new employee after they have taken up their position, so that the new employee can be more aware of future training goals, plans and tests.</p> <p>After reporting to work: Lead the new employee in familiarizing themselves with the work environment and job content, establish a close relationship with the new employee's work and life, assist the new employee in establishing a surrounding personal connection relationship, guide the new employee in familiarizing themselves with the work content, regularly report the new employee's learning status to the manager and make corresponding learning plan adjustments. Upon the end of the probation period for new employees, the mentor must fill out the relevant End of Probation Evaluation Form to provide counseling opinions as feedback, and remind the new employee to complete the online E-learning course.</p>

#### General Knowledge Course

Course Title	Course Content Summary
Clothing Etiquette (physical course)	Introduction of MA-tek dress code, Male/Female Office Duty Wear, Male/Female Business Wear, Male/Female Engineer Wear, and Male/Female Field Work Wear.
Service Etiquette (physical course)	<ul style="list-style-type: none"> <li>• Importance of service</li> <li>• Communication skills with customers</li> <li>• Etiquette when answering telephone calls</li> </ul>
Creative Thinking and Service Quality (E-learning)	Define creative thinking and improve work efficiency and service quality by analyzing the steps of innovative thinking.
The critical three seconds before speaking (E-learning)	The critical three seconds before speaking, figuring out Who/How/When, and mastering the key points of speaking, to achieve effective communication.
The technique of logical thinking, from thinking and expression to problem solving (E-learning)	How to cultivate logical thinking, apply logic to help optimize the quality and speed of logical thinking, and apply logical thinking to problem solving in the workplace.

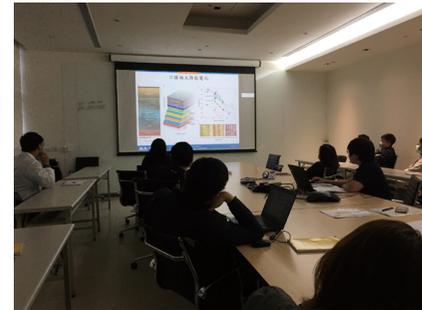
## 2. Professional Technical Training

In order to continuously improve MA-tek's professional capabilities, the management must arrange various training courses based on actual needs to improve personnel skills, including internal and external training, skills evaluation training, and personnel qualification certification.

<b>Internal Training</b>	The CEO or the responsible manager of each laboratory may assign the training specialist of the laboratory to arrange for senior personnel to conduct education and training for laboratory members based on actual requirements.
<b>External Training</b>	The CEO or the responsible manager of each laboratory may assign relevant personnel to participate in external education, training or seminars according to actual business needs.
<b>Personnel Qualification Certification</b>	Before the actual operation of machines, new laboratory personnel shall accept relevant appraisal technology courses. The appraiser shall schedule the date and complete the appraisal according to actual needs. All appraisal records are recorded in the "Colleague Education Training Course Appraisal Implementation Record". Only those who pass the appraisal can perform operations.

In addition, the materials analysis and failure analysis laboratory has set up a Skill Upgrade System (T1-T5), and each level has corresponding skill development training, and continues to strengthen personal technical skills in accordance with the training map.

Training Photos of Each Technical Unit ▶



## 3. Management Training

When a colleague is promoted to manager, they must have the ability to manage the team in addition to their professional ability. MA-tek also provides managers with management training to strengthen their management ability in order to achieve excellence. In addition, business personnel need to serve customers on the front line, so MA-tek provides them with Customer Management and Service related training. Please refer to the introduction in "3.3 Customer Relationship Maintenance" for related training information.



## IV. Employee Performance Management

MA-tek executes performance appraisal operations in June every year. The operation is divided into self-evaluation and manager's evaluation: self-evaluation is divided into two parts, work performance records (70%) and job function performance evaluation items (30%); manager's evaluation is divided into five grades (A~E) according to the "Regulations Governing Performance Appraisal Management", and is conducted by employee performance interviews. The performance scores will be used for the management of annual salary adjustments and annual promotions. The proportion of employees receiving performance appraisal in 2020 was 95.7%.

### 4.4 Friendly and Heart-warming Workplace

In order to create a people-oriented workplace and ensure that employees' voices can be heard by the Company, MA-tek provides opportunities for managers to listen to the voices of basic level employees through multiple communication channels. In addition, MA-tek also organizes many fun employee activities, including family days, parties, hiking days, clubs, as well as cultural and creative lectures to create a warm and homey MA-tek family.

#### I. Labor-Management Communication Channels

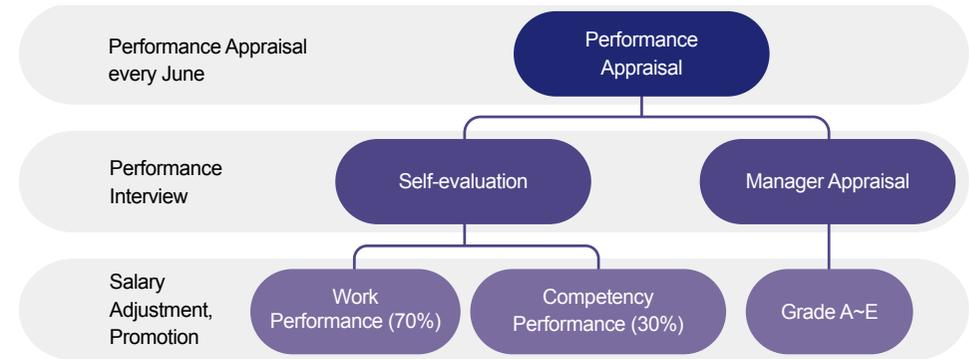
Good two-way communication is the key to creating a harmonious employee relationship. In order to achieve the purposes of effective communication and problem-solving, MA-tek provides the following channels for employees to put forward their responses and suggestions:

##### ✔ Employee Suggestion Box

MA-tek has set up a family email box and a physical suggestion box, for the Human Resources Department to receive information on employees' suggestions. Regardless whether the message is sent through the suggestion box or the family email box, if the sender's name is available, the Department Manager will be informed according to the specific content of the message, and the information of the colleague who sent the message will not be disclosed, or a response will be given to the relevant unit for improvement. If the sender's name is not available, the message will be handled separately depending on the content.



#### MA-tek Employee Performance Evaluation and Review Mechanism



##### ✔ Management Monthly Meeting/Bimonthly Meeting/Employee Conference

Employees can put forward their suggestions at the Management Monthly Meeting, Bimonthly Meeting or the Employee Conference. The Chairperson participates in the Employee Conference from time to time to get an up-close understanding of colleagues' suggestions and ideas, and to personally explain the specific salary and benefit system and major policy promotion.

##### ✔ Labor-Management Meeting

MA-tek regularly organizes Labor-Management Meetings every three months in accordance with the regulations specified in the "Regulations for Implementing Labor-Management Meetings" and an ad hoc meeting may be held when necessary. MA-tek collects ideas and suggestions from employees through the Labor-Management Meeting and gives timely feedback.

##### ✔ Interview Form for New Employees During the Probation Period -Work Report

Through the Probation Period Report of new employees, new employees can report to their Managers on the situations they encounter during their probation period, so as to facilitate work adjustment and follow-up counseling, and increase the communication channels between employees and the Company.

In addition, in response to the Act of Gender Equality in Employment, MA-tek has established the “Regulations for Establishing Measures for Prevention, Correction, Complaint and Punishment of Sexual Harassment”. When employees experience sexual harassment, they can use the Company’s complaint channels, including the sexual harassment prevention hotline and email mailbox, to make complaints. The entire process is handled in a confidential manner, so that the complainant is protected, and tangible or intangible sexual harassment is strictly prohibited. In 2020, MA-tek did not have incidents of sexual harassment in the workplace.

## II. Employee Satisfaction Survey

In order to understand colleagues’ satisfaction with all aspects of work and to help plan for further improvement and optimization measures, MA-tek conducts surveys on job satisfaction every year. The main aspects include Manager Management, Compensation, Colleague-related, Job Content, Future Development, and Company Culture, with a total of 24 sub-indices. The Company also reviews the results of the questionnaire. Comparing the 2020 results with the 2019 results, the employees’ satisfaction in all aspects has improved significantly, which shows that colleagues have given high praise of the Company’s policies and measures in all aspects.

### 2020 Employee Satisfaction Survey

In addition, employees can also make suggestions and provide feedback to the Company through the satisfaction questionnaire. Looking back on 2020, the suggestions received through the satisfaction questionnaire were mainly suggestions for improving the travel and meal environment of employees. There was only one whistleblowing case, and the Chairperson personally presided over the symposium; however, the content of the report did not match the facts, so the case was not filed.



### III. Diversified Employee Activities

In order to increase colleagues' cohesion and sense of identification with the Company, and to strengthen the concept of teamwork, MA-tek organizes diversified group activities every year to increase the opportunities for colleagues to communicate with each other and cultivate teamwork spirit. MA-tek regularly organizes fun activities for employees and family members to encourage employees to bring their family members to participate together, increase family members' sense of identification with the Company, so family members can become the strongest support for colleagues. Examples are family day, Christmas party, hiking day, basketball shooting contest, mystery room escape, year-end lucky drawing and other large-scale event activities. In addition, we also encourage our colleagues to form clubs and we provide subsidies for association activities, expecting to relieve the work pressure of colleagues and make them achieve a balance between work and life.

#### Employee Self-improvement Activities



2020 Christmas Party / Lukang One-Day Tour



2019 Family Day / Masked King and Queen Singing Contest / Basketball Shooting Contest



2017 Eighteen Peaks Mountain Hiking Day



2018 Christmas Party / Mystery Room Escape



**Club Activities**

The Company provides club subsidies and encourages employees to call on friends with same interests to organize clubs and participate in employee club activities while taking a break from work to balance their lives.



Yoga Club



Japanese Language Club



Board Game Club



Painting Club

**Diversified Creative Lectures**

Providing colleagues with high-quality lectures on creativity, service, financial management, etc., and encouraging employees to participate more to improve all aspects of their knowledge and literacy.



2020 Lawyer Po-Chuan Lu “Common Sense of Laws and Decrees”



2020 Professor Chia-Tung Lee’s Lecture “Talking about International Perspective”



2019 Kuo-Yao Su’s Lecture “Evolution Service”



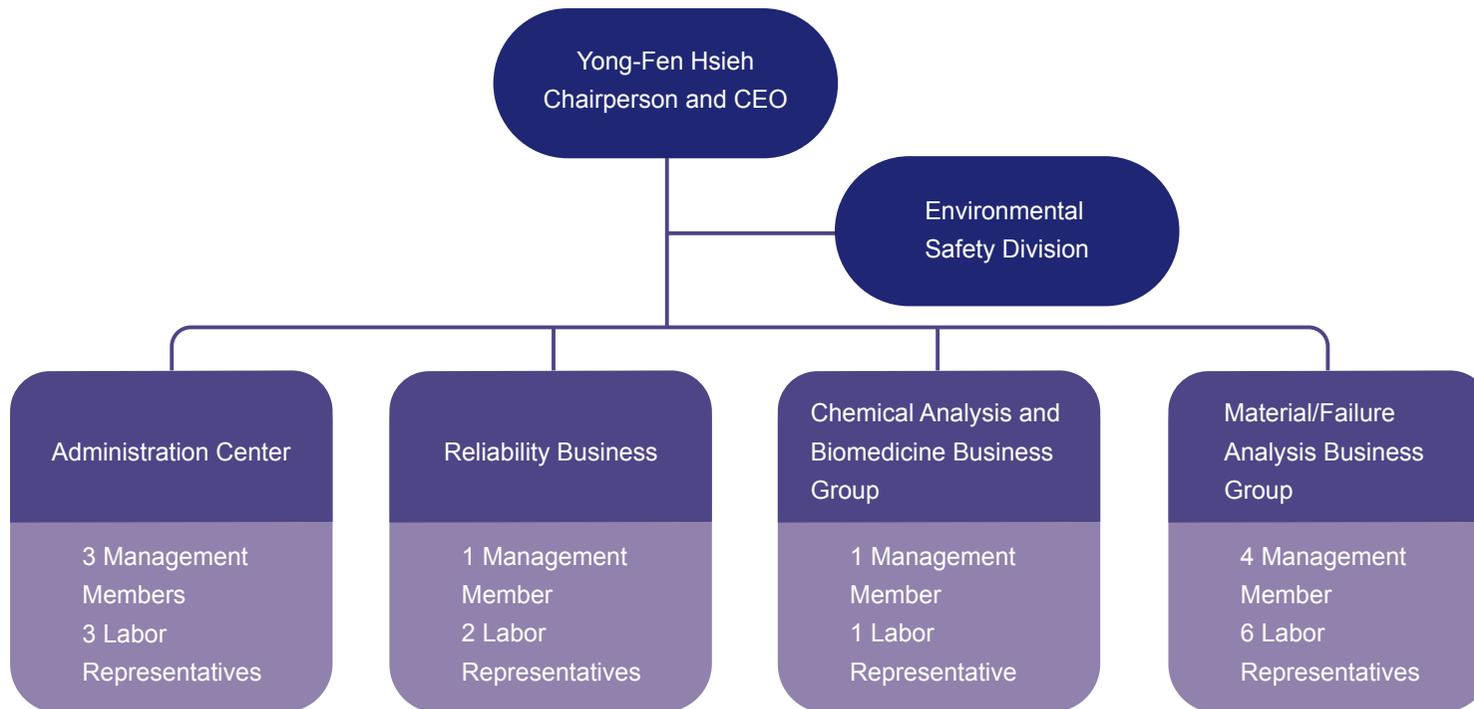
2018 Lecturer Hsiao-Lien Wen “Key Service Training” Course

## 4.5 Environmental Safety and Health

MA-tek implements the principle that employees are the most important assets of the Company and believes that protecting employees and providing a safe working environment for employees is the Company's responsibility. MA-tek promises to provide a safe working environment and training to reduce risk hazard factors and establish a complete and transparent risk communication mechanism. Although the Occupational Safety and Health Management System has not yet been introduced at present, we still actively implement occupational safety and health management projects and strictly comply with the requirements specified in the Occupational Safety and Health Act and other regulatory requirements to establish a safe and secure working life without worries, improve the environment for employee safety, and maintain a foundation for stable long-term corporate operations.

### I. Occupational Safety and Health Organization Committee

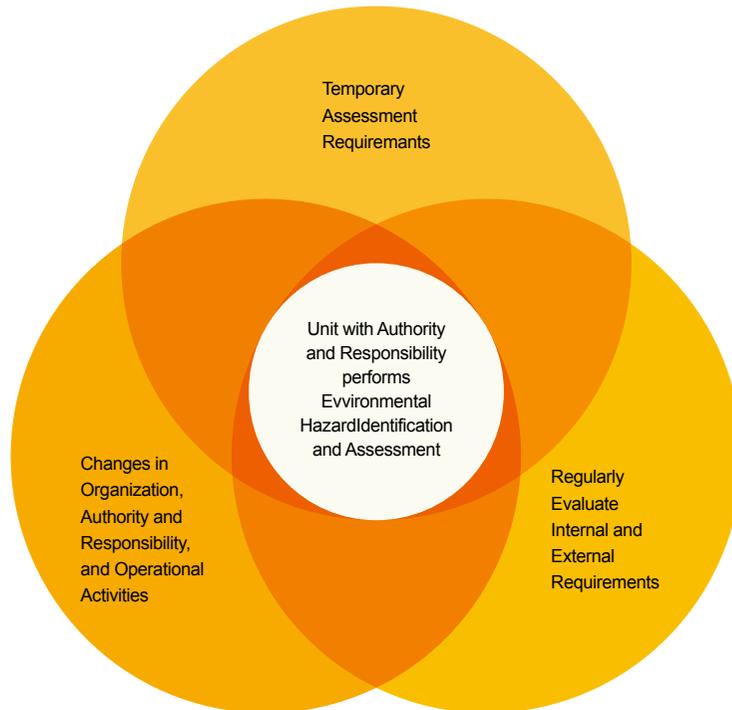
MA-tek has set up the Occupational Safety and Health Organization Committee with the Chairperson serving as the convener, composed of the Environmental Safety Division, 9 management members, and 12 Labor Representatives. It meets quarterly in accordance with law to explain the Company's environmental safety and health implementation status and policy promotion.



## II. Environmental Hazard Assessment and Improvement Measures

In order to ensure that the Company can effectively identify risks and opportunities related to environmental safety and health to meet the expectations of Company's internal and external stakeholders and all employees of zero environmental safety and health risks. MA-tek has set up the Environmental Hazard Identification and Assessment Process to identify any issues that may affect laboratory public safety or involve environmental protection issues, including issues of employee work arrangements, potential emergency responses, past industrial safety and environmental protection issues, in order to prevent recurrence. MA-tek emphasizes comprehensive risk control for all employees, and implements overall prevention during ordinary times, and encourages employees to report possible risks to their superiors immediately upon finding them to prevent the risks in time; and the Audit Unit actively supervises all Execution Units to follow the verification authority and related management practices and procedures to ensure the risk management awareness and degree of execution of all employees.

### Environmental Hazard Identification and Assessment



It has been assessed that chemical exposure in the laboratory may cause serious injury to employees. In order to ensure the safety of the working environment, MA-tek conducts assessment of hazardous operations and establishes relevant management response regulations.



Conduct risk and hazard identification and assessment of chemical operations.



Distribute personal protective equipment to colleagues operating hazardous substance, to be worn and used when performing chemical operations.



The laboratory supervisor serves as the person in charge of "organic/special chemical" operations to strengthen supervision and guidance.



Effectiveness inspection aimed at laboratory emergency response preventive equipment



Increase the frequency of cleaning and transportation for laboratory chemical waste liquids, to reduce the high risk of laboratory waste liquids.

Ma-tek did not have any occupational injury incidents in 2020. The details are as follows.

Occupational Injury Statistics in 2020	Employee			Contractor		
	Female	Male	Total	Female	Male	Total
<b>Total Working Hours</b>	470,524	347,877.5	818,401.5	1,944	7,290	9,234
<b>1.1 Number of deaths caused by occupational injuries</b>	0	0	0	0	0	0
<b>1.2 Number of serious occupational injuries (excluding deaths)</b>	0	0	0	0	0	0
<b>1.3 Number of recordable occupational injuries</b>	0	0	0	0	0	0
<b>2.1 Ratio of deaths caused by occupational injuries</b>	0%	0%	0%	0%	0%	0%
<b>2.2 Ratio of serious occupational injuries (excluding deaths)</b>	0%	0%	0%	0%	0%	0%
<b>2.3 Ratio of recordable occupational injuries</b>	0%	0%	0%	0%	0%	0%

- Note:
1. Because the contractor's information for 2020 only includes the cleaning personnel of each laboratory, the other information of contractors is not included.
  2. Ratio of deaths caused by occupational injuries = (Number of deaths caused by occupational injuries / Total working hours) \* 200,000
  3. Ratio of serious occupational injuries = (Number of serious occupational injuries / Total working hours) \* 200,000
  4. Ratio of recordable occupational injuries = (Number of recordable occupational injuries / Total working hours) \* 200,000

### III.Environmental Safety and Health Education and Training

MA-tek emphasizes the safety of the workplace, and actively promotes occupational safety and prevents occupational hazards.

2020 Environmental Safety and Health Education and Training		
Course Content	Number of People	Total Training Hours
Occupational Safety Education and Training, Re-training	373	1,244
High-risk Equipment Operation Training, Re-training	106	576
Emergency Response Education and Training	386	408



Environmental Safety and Health Education and Training



Fire-fighting Safety Education and Training

#### IV. Work Field Optimization

MA-tek understands that the work environment can drive better work performance and provides employees with a comfortable, clean and professional field so that everyone can maintain a happy mood at work. With such a virtuous circle, a happy workplace with a low absentee rate and high work quality can naturally be achieved.



▲ Employee Rest Area



▲ Hall



▼ Laboratory Environment



## V. Babycare Measures and Benefits

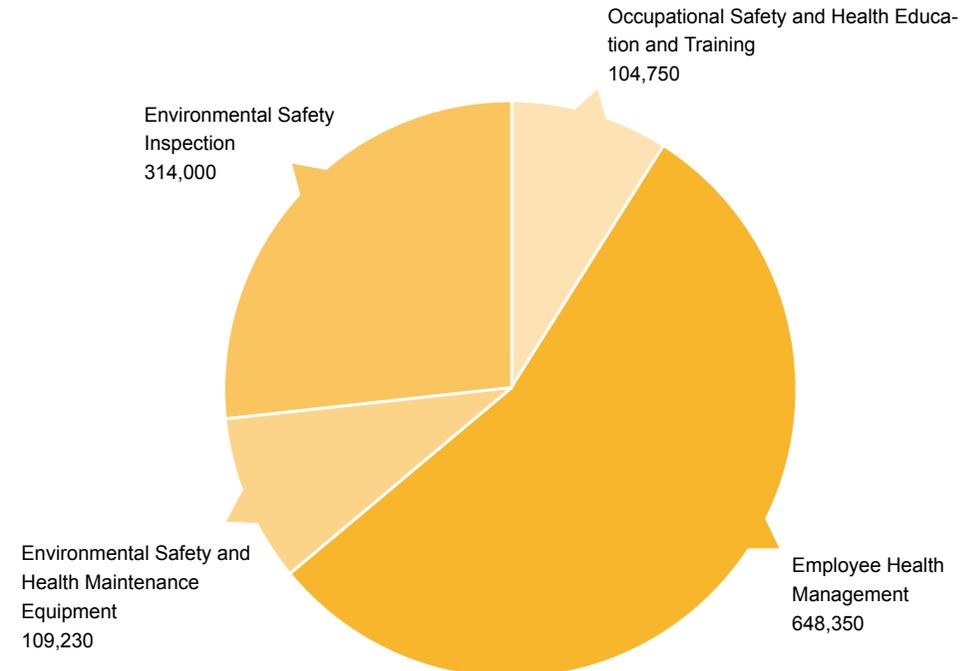
MA-tek had a total 47 employees who were entitled to parental leave in 2020, and 6 of them asked for leave. The reinstatement rate and retention rate in 2020 were both 100%. In addition to the basic parental leave stipulated according to law, MA-tek employees can also apply to the Welfare Committee and the Company for a total of NTD 5,600 in maternity benefits. In addition, employees also receive a total of NTD 8,000 in allowance benefits for marriage.

Item	Male	Female	Total
Total number of employees entitled to parental leave in 2020	23	24	47
Total number of employees applying for parental leave in 2020	0	6	6
Number of people who should be reinstated after parental leave in 2020 (A)	0	3	3
Actual number of people reinstated after parental leave in 2020 (B)	0	3	3
Actual number of people reinstated after parental leave in 2019 (C)	0	3	3
Number of people who have worked for one year after actual reinstatement of parental leave in 2019 (D)	0	3	3
Reinstatement Rate % = B/A	N/A	100%	100%
Retention Rate % = D/C	N/A	100%	100%

## VI. Occupational Safety and Health Expenditure

In order to ensure the overall work safety of employees, MA-tek strives to create a safe workplace. In 2020, MA-tek invested a total of NTD 1,176,330 in occupational safety and health, which included employee health management, occupational safety and health education and training, and environmental safety maintenance equipment and safety inspection projects.

Environmental Safety and Health Expenditure in 2020



# 5 Public Welfare of the Industry-Academia Connection

MA-tek has injected its commitment to Corporate Social responsibility at every level of operation, and spares no effort in Corporate Sustainability. In 2015, the United Nations announced the “2030 Sustainable Development Goals” (SDGs); MA-tek hopes to keep up with the three main issues of Environmental Protection, Society and Economy proposed by the SDGs to implement up to 5 goals through the activities of industry-academia cooperation of the “Precision Analytical Instruments Center”, charitable donations, support for diversified education, care for disadvantaged people, and promotion of Taiwan’s agricultural products and arts and culture, to successfully put social welfare into practice, and work hand in hand with society for the common good.

University Precision Analytical Instruments Centers	Target Assistance	Method of Assistance	Social Impact
 	<ul style="list-style-type: none"> <li>University and College Researchers (Professors and Students)</li> </ul>	<ul style="list-style-type: none"> <li>Provide precision Analytical Instruments Center Laboratories for R&amp;D at cost.</li> <li>Donate Second-hand Instruments</li> </ul>	<ul style="list-style-type: none"> <li>Industry-Academia Cooperation.</li> <li>Cultivate Industrial Talent.</li> <li>Enhance Brand Influence in the Industry.</li> </ul>
<p><b>Hand in Hand Common Good with Society</b></p>		<ul style="list-style-type: none"> <li>Christmas Charity Gift Collection Event.</li> <li>Kenya, Africa-Used Shoes Collection Project.</li> <li>Second-hand Office Furniture for "Teach for Taiwan(TFT)".</li> <li>Blue Sky Home Project.</li> <li>Provide employment opportunities for disadvantaged groups.</li> <li>Support Taiwan's Agricultural Products.</li> <li>Support Taiwan Arts and Culture Activities.</li> </ul>	<ul style="list-style-type: none"> <li>Improve the Education and Living Standards of Disadvantaged Groups.</li> <li>Reduce the Spread of Infectious Diseases.</li> <li>Eliminate the Gap in Education between Urban and Rural Areas.</li> <li>Realize the Self-worth of Disadvantaged Groups.</li> <li>Support Taiwan's Fruit Farmers and Increase Their Market.</li> <li>Support the Development of the Arts in Taiwan and Enhance the Arts and Culture Environment of Society.</li> </ul>
   	<ul style="list-style-type: none"> <li>Disadvantaged Groups.</li> <li>Disadvantaged Students.</li> <li>People with Disabilities.</li> <li>Farmers.</li> <li>Arts and Culture Workers.</li> </ul>		

## 5.1 University Precision Analytical Instruments Centers

### Industry-Academia Cooperation and Donation of Second-hand Instruments

MA-tek is committed to promoting the application of materials analysis in various fields of R&D, manufacturing processes and quality control. Since the establishment of the SoC Lab in Hsinchu Science Park in January 2008, MA-tek has continued to invest in advanced analysis equipment and gradually expanded the construction of laboratories for Failure Analysis and Reliability Testing to increase the speed of product research and development in the industry. At present, MA-tek has a relatively complete materials analysis laboratory and electronic and electrical engineering laboratory in Taiwan. Both equipment models and the number of machines are far ahead of universities and research institutions, giving MA-tek a leading position in the world. For a long time, MA-tek has implemented a “people-oriented” corporate philosophy, actively cultivating talent for industry-academia cooperation with various universities, and providing the Precision Analytical Instruments Center for tests at preferential prices at cost.

Since MA-tek’s establishment, statistics show that hundreds of professors and graduate students have used MA-tek’s laboratory to conduct research and development, letting academic researchers enjoy the most advanced electronic products, the latest materials and the most comprehensive R&D processes. By integrating business with the research resources from academia and cooperating to promote basic and applied research, a win-win situation for industry and academia is jointly created. In addition, MA-tek has from time to time donated second-hand instruments to institutions and academic units in need to expand our own industrial influence, establish industry benchmarks, and make our brand more prestigious and competitive in industrial research and development.

MA-tek has been sparing no effort in contributing to academic research units. In 2021, we will further openly invite outstanding scholars to participate in research and development, including the joint participation of eight universities, namely National Taiwan University, National Taiwan Normal University, National Tsing Hua University, National Yang Ming Chiao Tung University, National Central University, National Chung Hsing University, National Cheng Kung University and National Sun Yat-sen University. MA-tek will provide high-end analytical instrument services, and expect to invest about NTD 20 million in subsidies every year. With the development of high-tech products and manufacturing, packaging, testing and systems as the main themes, and semiconductors, optoelectronic materials, manufacturing and packaging and other related fields as the priority, MA-tek will lead innovative talents and technology, and promote industrial upgrading.



## 5.2 Hand in Hand Common Good with Society

### Public Welfare Activities

MA-tek actively promotes social welfare. In addition to our commitment to society, we also hope to give back to society through corporate power. Chairperson Yong-Fen Hsieh takes the lead in charitable donations, establishing cooperative relationships with many non-profit organizations, and encouraging Company colleagues and their families to donate voluntarily and participate in the Christmas Charity Gift Collection Event, the Kenya, Africa - Used Shoes Collection Project, and the “Teach For Taiwan (TFT)” donation project, etc. MA-tek integrates and brings resources to give back to the society, and is not falling behind in talent cultivation to reflect MA-tek’s support for diversified education. The Company regularly donates NTD 1 million every year to the “Blue Sky Home Work-Study Fund” to subsidize underprivileged students, inviting them to Blue Sky Home serving as counselors to put the diversity and equality of educational resources into practice. At the level of care for the disadvantaged, MA-tek combines company resources to provide employment opportunities for people with disabilities, implements care for disadvantaged people in employment, expecting to help more people and letting society be more sound and perfect.

The Company has also been concerned about the development of local agriculture in Taiwan for a long time, and actively promoted Taiwan’s agricultural products to help Taiwan’s small farmers survive. For the arts and culture industry, the Company encourages employees and their family to participate in arts and culture activities to enhance art appreciation and cultivate the body and mind at the same time, to achieve a balance in work and life. MA-tek develops corporate social responsibility out of its core values, spreading love and practicing the idea of helping others to benefit others, and exerting positive influence with actions, in hope of spreading love to every corner of society.

### I. Charitable Donations

#### Second-hand Office Furniture for “Teach For Taiwan (TFT)”

Due to the uneven distribution of educational resources and the socio-economic structure, students in remote villages cannot receive equal education, and a relatively high proportion of children with relative learning disadvantages live in remote areas with high learning needs. According to the tests mentioned in the 2015 Trends in International Mathematics and Science Study (TIMSS), the proportion of people in Taiwan’s rural areas who are behind in learning is 2 to 3 times higher than that in cities. In order to achieve equal education and give more educational resources to students in remote areas, MA-tek donated second-hand office furniture to the “Teach For Taiwan” educational platform in 2020, to provide a high-quality educational environment to students in rural areas for a more complete and comprehensive education.

Teach For Taiwan (referred to as TFT) is a non-profit organization, with the purpose of changing “Education Inequality”, cooperating with government, business and private organizations. MA-tek hopes to cooperate with non-profit organizations to provide the resources needed by the organizations, and to further help children, schools, communities and the entire society, by gathering the strength of individuals to create happiness for everyone and gradually improve “education inequality”.

#### Kenya, Africa - Used Shoes Collection Project

South of the Saharan Desert, due to lack of supplies, millions of Africans have no shoes to wear. The prevalence of sand fleas is as high as 60% in local areas. Parasites live under the skin of human feet and can cause skin infections and inflammation, and serious infections may even endanger lives. In order to solve the spread of infectious diseases, the most important task is to solve the problem of having no shoes to wear. MA-tek has been paying close attention to global social issues for a long time, actively advocating employees to participate in social activities, participating in the Kenya, Africa - Used Shoes Collection Project from time to time, committed to collecting used shoes in Taiwan and providing assistance by donating materials. The donated pairs of used shoes are sent across the ocean to remote villages in East Africa, becoming the most precious blessing, not only reducing the spread of local infectious diseases, but also giving African children a chance to run freely.

#### Christmas Charity Gift Collection Event

MA-tek is led by Chairperson Yong-Fen Hsieh to join the collection. Since 2017, employees and their families have been encouraged to purchase Christmas Wish Gifts voluntarily every year, including Christmas Wish Cards and Christmas Shoe Boxes for children in remote areas, collecting small amounts to achieve big goals, to encourage and care for disadvantaged children with warmth and happiness. The wishes of the children in remote villages are fulfilled by the power of society, hoping they can take this warmth and kindness to become people who know how to love, willing to share and help others, giving back to the society in the future, making this love last forever. The number of employees who participated in 2020 reached 250.



## II. Support Diverse Education

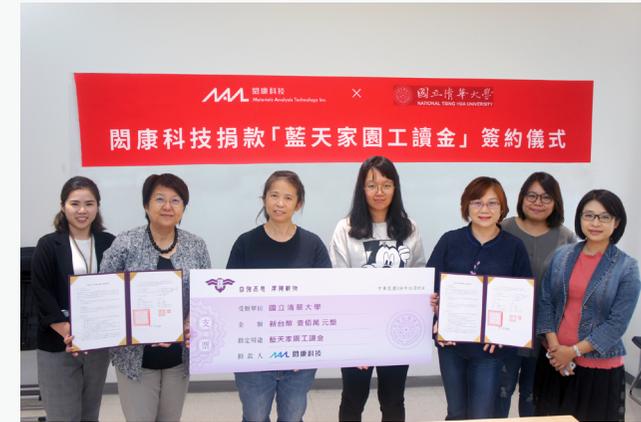
### Blue Sky Home Project

“Do not fail to do good no matter how petty the deed; do not engage in evil no matter how trivial the deed.” MA-tek actively participates in social charity. Chairperson Yong-Fen Hsieh attaches great importance to the learning and development of young people, and has assisted disadvantaged students for a long time in her own name, supplementing this with all kind of resources. She expresses: “Young people are the masters of the country’s future. Only by continuous education can there be hope for the future. By doing so, this program can get the ball rolling in attracting new ideas, to arouse more people to care for disadvantaged groups in society and to help the weak and aid those in need, so that every child can grow and become strong in the company of love.” Because of the compassionate heart that does not want children to lose their educational opportunities due to family reasons, through the strength of oneself and the corporation, the “Blue Sky Home Project” was launched by the Office of Deep Cultivation for Disadvantaged Groups in 2020 to set up the work-study fund.

### Highlight Column: Blue Sky Home Project

Blue Sky Home was founded in 1997 as a halfway house for youths at risk set up by the Catholic Church. The targets of shelter and placement are all underage teenagers to whom unexpected events happened due to family reasons. In order to solve the problems that young people face in their rebellious period, schoolwork pressure and making friends in addition to drastic changes in the family, MA-tek set up the “Blue Sky Home Work-study Fund” in 2020 through the Office of Deep Cultivation for Disadvantaged Groups, estimating to provide NTD 1 million every year to invite disadvantaged students of Tsing Hua University to provide tutoring to the children in “Blue Sky Home”. On the one hand, this Program can help the children of Blue Sky Home to receive guidance from the students of Tsing Hua University, and to be closer to the children and provide timely guidance through counseling, to promote the physical and mental development of children and adolescents. On the other hand, the students of Tsing Hua University can have work-study opportunities to increase their income, allowing the public welfare program to gain two advantages by one single move.

### “Blue Sky Home Work-Study Fund” Signing Ceremony



### III. Caring for Disadvantaged Groups

#### Provide employment opportunities for disadvantaged groups

For a long time, visually impaired people cannot be as free as ordinary people in their daily lives, learning, and interpersonal communication because of their relative inconvenience in independent mobility, and they are even subject to all types of restrictions and difficulties in self-realization. For disadvantaged people, general social welfare mechanisms and facilities can only provide support in their daily lives, but these are far from adequate for embodying their self-worth. How to help visually impaired people rebuild their confidence and dignity is an issue of the first priority. MA-tek actively responds to the care for disadvantaged groups, recruits people with disabilities and hires visually impaired people to provide massage services, and provides more opportunities for disadvantaged groups to integrate into the social system, so as to realize social value and enhance self-recognition, and also to provide the Company colleagues with a way to relieve stress and boost spirits through massage services to improve their work efficiency.

### IV. Promoting Taiwan's agricultural products and arts and culture activities

#### Support Taiwan's Agricultural Products

Taiwan's fruit farmers have been plagued by various external factors in recent years, whether it's land lease disputes, independent water source predicaments, pesticide pollution, or the aging population of farmers, all this has had a considerable impact on Taiwan's agriculture. For this reason, MA-tek has taken practical actions to support Taiwan's agricultural products by purchasing Tainan's abundantly produced pineapples to help Taiwanese fruit farmers during the slow-selling period of pineapple exports, and participating in the subscription of strawberry public welfare activities to help children in education and nursing institutions. The Company also encourages employees to participate in the purchase, to strengthen corporate social welfare participation, and to open markets for more farmers, so that the products of Taiwanese fruit farmers can be seen by more people.

#### Support Taiwan's Arts and Culture Activities

In order to enhance the arts and culture environment of society and cultivate a vision of artistic appreciation so that employees and their families can get more exposure to art in their lives, enrich their lives and broaden their horizons, MA-tek purchases admission tickets of arts and culture groups and concerts to gift to employees and their families, to introduce diversified and international high-quality art and cultural activities by means of art sponsorship, including the Mystery Theatre of Mud River University, Faust Theater, and folk singer concerts, etc. MA-tek also encourages employees to participate more in arts and culture performances and art exhibitions, for them to have more opportunities to experience artistic atmospheres, cultivate their mind and body, enhance their vision for discerning art, and broaden their field of vision at the same time.



Buying Tainan's abundantly produced pineapples to help fruit growers



# 6 Green and Sustainable Operation

As a member of the earth family, MA-tek cares about the sustainable development of earth, pays attention to environmental issues, and improves the environmental management mechanism with due diligence to reduce the impact of economic activities on the environment.

## 6.1 Climate Change and Adaption

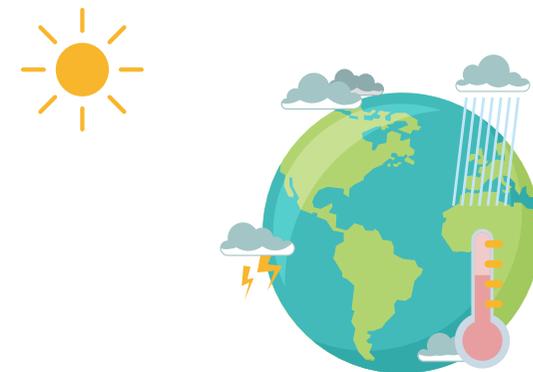
In view of the continuous intensification of climate change that has caused a continuous increase of heavy rainfall and water shortages in Taiwan, which may affect the Company's daily operations. In order to ensure that the impact of climate change on the Company's operations is minimized, MA-tek continues to pay attention to the impact of climate change on the environment, and pays attention to common climate risks.

### I. Risks and Opportunities of Climate Change

Climate change is one of the most serious problems in today's society. Taiwan has also been continuously affected by heavy rainfall and drought in recent years. MA-tek has also reviewed climate risks to ensure the safety of employees and property. MA-tek refers to the Task Force on Climate-related Financial Disclosures (TCFD) published by the Financial Stability Board (FSB), and has reviewed four elements of the report structure to assess the climate-related risks and opportunities MA-tek is facing currently.



-  **Governance**  
 The organization's governance on climate-related risks and opportunities
-  **Strategy**  
 The actual and potential impacts of climate-related risks and opportunities on the organization's business, strategy, and financial planning
-  **Risk Management**  
 Organize the process of identifying, assessing and managing climate-related risks
-  **Indicators and Targets**  
 Indicators and targets used to assess and manage climate-related risks and opportunities



MA-tek is currently gradually improving all aspects of TCFD, and will gradually build a climate governance organization, formulate climate strategies to assess actual and potential impacts, build risk management processes, and set relevant indicators and goals. At present, according to the related classification of TCFD Climate-related Risks, conduct preliminary identification of "Physical Risks" and "Transition Risks" related to low-carbon economy. After assessment, the potential climate change risks MA-tek is currently facing include:

Climate Change Risk				
Category	Aspect	Risk Factor	Financial Impact	Countermeasures
Physical Risk	Extreme Weather	Typhoon or heavy frontal rain brings flooding danger	The storm and accompanying flooding affect the safety of Company equipment, equipment and personnel.	Pay attention to the heavy rain warnings from the Central Weather Bureau, cooperate with the precautions against typhoons by the city government, prevent storm waves from affecting the safety of the Company's equipment and personnel.
		Drought causes laboratories to be unable to operate normally	<p>Unable to ensure sufficient inventory of water used by laboratories such as distilled water during droughts which results in operational difficulties.</p> <p>Promote an increase in expenditure on water-saving measures, such as constructing a water recycling system to filter and recycle water.</p>	Prepare in advance during drought warning periods to ensure that the inventory of water used by laboratories such as distilled water is sufficient.
Transformation Risk	Market	Customer Low-carbon Requirements	In order to reduce energy consumption, the purchase of renewable energy certificates, or the addition of renewable energy sources causes an increase in costs.	Improve energy management measures to reduce the energy consumed by the Company's operations.
	Policy	Carbon Tax	The government's levy of carbon taxes has resulted in rising energy costs.	

## II. Energy Conservation and Carbon Reduction Management

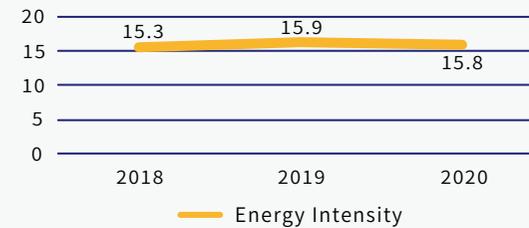
As an inspection center of precision analytical instruments, MA-tek understands, through step-by-step statistics of various laboratory information, that most of the energy usage comes from laboratory electricity and official vehicle fuel. According to statistics of the five laboratories in Taiwan, the average annual total electricity consumption from 2018 to 2020 was about 10,894.7 MWh, the fuel consumption of official vehicles was about 31.3 thousand liters, and the total calorific value of energy usage has increased by about 26% year by year. The average annual greenhouse gas emissions from 2018 to 2020 was about 5,630 metric tons, an increase of about 17% year by year, which is in line with the trend of electricity consumption; if viewed at the energy intensity of the past three years, the trend is flat.

MA-tek's official vehicles are mainly used to pick up and drop off customer samples and are frequently used. At present, the Company's vehicles have been evaluated for replacement with electric vehicles in order to reduce Scope 1 greenhouse gas emissions. Regarding Scope 2, since the orientation of MA-tek is technical testing services, it is more difficult to generate energy-saving benefits on the equipment, and the Company will continue to strengthen the assessment of the possibility of energy-saving. Other public electricity is mainly for lighting and central air-conditioning, and has been gradually phased out with LED lighting equipment.

MA-tek 2018-2020 Energy Consumption Statistics				
Energy consumption within the organization (Taiwan area)		2018	2019	2020
Purchased Power (general)	Thousand kWh	8,600.1	10,968	13,115
Gasoline	Thousand Liters	26.7	31.5	35.9
Total Energy Use	GJ	31,831.1	40,513.9	48,387.3

- ▶ Note 1: MA-tek uses no renewable energy in Taiwan
- ▶ Note 2: Calorific value conversion coefficient: 7,800 kcal/L for gasoline and 3,600 GJ/million kWh for electricity.

### MA-tek's energy intensity per unit of revenue from 2018 to 2020



- ▶ Note: Energy intensity is calculated by dividing total energy use by operating income (unit: GJ/NTD Million).

### MA-tek's greenhouse gas emissions statistics from 2018 to 2020 (Unit: metric tons of carbon dioxide equivalent)



- ▶ Note 1: The calculation of greenhouse gas emissions is inventoried using the operation control method. The calculation method is activity data \* emission coefficient \* GWP value. Greenhouse gases include CO<sub>2</sub>, CH<sub>4</sub>, N<sub>2</sub>O, and non-HFCs, PFCs, SF<sub>6</sub>, NF<sub>3</sub> three types of greenhouse gas emissions
- ▶ Note 2: The emission coefficient value refers to version 6.0.4 of the Greenhouse Gas Emission Coefficient Management Table of the Environmental Protection Administration, and the GWP value refers to the 4th Assessment Report of IPCC (2007)
- ▶ Note 3: Scope 2 takes 2019 Taiwan Power emission coefficient 0.509kg CO<sub>2</sub>e/kWh

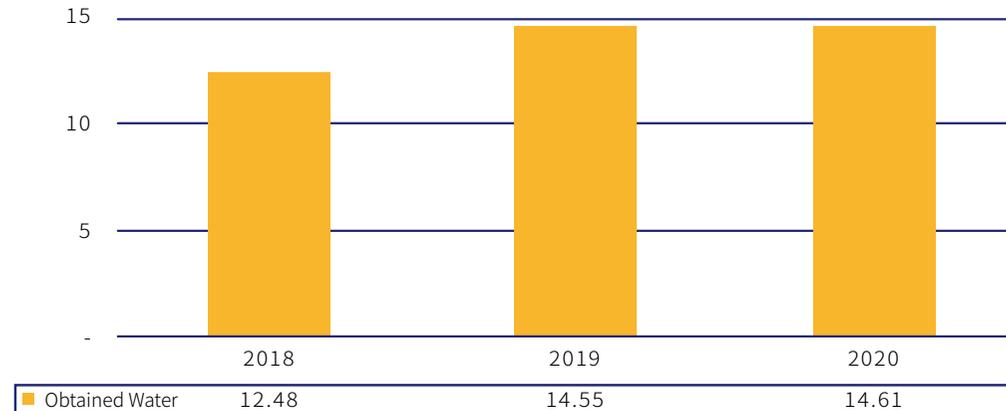
## 6.2 Effective Resource Management

Although the earth is vast, with the development and cultivation of human beings, there are fewer and fewer renewable resources available. As a company operating across countries, MA-tek cares about the earth, the common hometown of mankind, from the perspective of a global citizen. With the good management of local resources as the starting point, making a contribution to the earth that is our homeland.

### I. Water Resources Management

MA-tek is located in Science Parks, and the source of water usage for all laboratories is tap water. The laboratories currently listed in the statistics are all located in Taiwan. According to public information provided by the World Water Institute, MA-tek Taiwan's water source is not a scarce water resource area. Because it is mainly used for administrative water (such as drinking water, toilets), there is not much water used in the laboratory, and the water consumption is similar to that of a general office.

#### Obtained Water from 2018 to 2020 (Unit: million liters)



- ▶ Note 1: Data from 2018 to 2020 includes SoC, Hsinchu Prosperity, Jubei, and Tainan Lab.
- ▶ Note 2: Actual water consumption cannot be calculated for Jinshan Lab because the rent already includes the water bill, so there is no additional water consumption information calculated.
- ▶ Note 3: The source of water is tap water, which is fresh water from a third party.

## II. Waste Management

MA-tek is a testing and inspection unit and mainly produces general waste and hazardous waste. General waste is office paper and other domestic waste generated in ordinary offices. Hazardous waste mainly comes from laboratories. There are two main types of hazardous waste in laboratories: laboratory-produced waste liquid and scrap metal. General waste is disposed by the building management bureau, so there is no record of the total quantity; the hazardous waste is disposed by the contractors separately.

A total of 1.63 metric tons of hazardous waste generated in 2020 was disposed of by incineration. In view of the increasing attention to the issue of waste disposal by government agencies currently, MA-tek not only confirms that the other parties have relevant government licenses, but also use the waste disposal process flow as the basis for evaluation when executing the audit of the waste disposal contractors. MA-tek signs contracts with the contractors every year, with requirements for all issues related to waste removal for the contractors. At present, MA-tek has signed two waste disposal contractors, and selects one to conduct on-site audits every year, to confirm whether there is a record of violations or improper disposal.

### MA-tek Toxic Chemical Substance Management Mechanism

- Obtain the Toxic Chemical Substance Operation License according to the regulatory requirements.
- Annual regular maintenance and functional testing on environmental detectors.

### On-site Audit Items of Waste Contractor

- ✓ License Description
- ✓ Waste Removal Assessment
- ✓ Waste Disposal (Reuse) Assessment
- ✓ Waste Disposal Management
- ✓ Contractor Safety Management

### MA-tek Hazardous Waste Disposal Contractor Management Mechanism

- Review qualifications of disposal
- Confirm license
- Sign contract

Select Contractor

- Confirm disposal process flow
- Review disposal method
- Contractor Evaluation

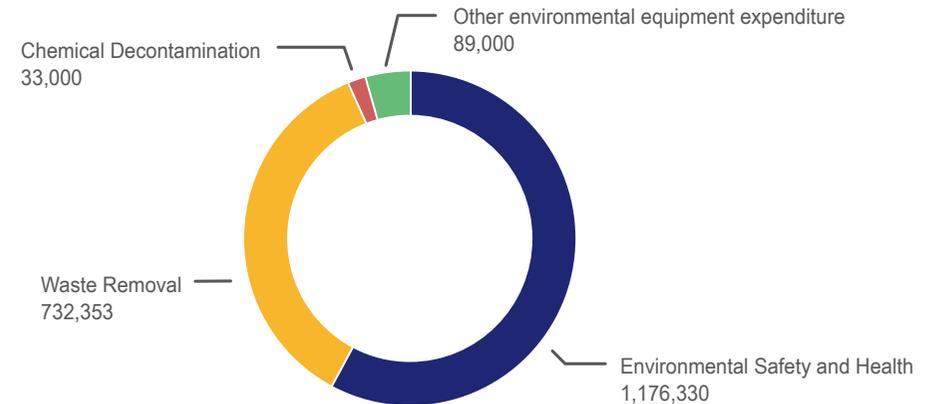
Selected random inspection

- Review license
- Confirm whether there are violations or improper disposal

On-site Audit

## III. Environmental Protection Expenditure

In order to implement work environment safety and maintain environmental protection, MA-tek's environmental expenditure in 2020 included occupational safety and health education and training, waste removal and scrapping, compliance and implementation of occupational safety and health policies items, for a total of NTD 2,303,683.



Environmental protection expenditure in 2020 (NTD)

## Appendix GRI Standards Disclosure Index

Disclosure		Corresponding Chapter	Page	Remarks
<b>GRI 102: General Disclosure 2016</b>				
<b>Organizational Profile</b>				
102-1	Name of the Organization	About the Report	3	
102-2	Activities, Brands, Products and Services	2.1 Company Profile	20	The company does not have any products prohibited for sale.
102-3	Location of Headquarters	About the Report	3	
		2.1 Company Profile	20	
102-4	Location of Operations	About the Report	3	
		2.1 Company Profile	20	
102-5	Ownership and Legal Form	2.2 Corporate Governance	25	
102-6	Markets Served	2.1 Company Profile	20	
102-7	Scale of the Organization	2.1 Company Profile	20	
		2.3 Management Overview	34	
		3.1 Technical Service and Quality	39	
		4.1 Talent Composition of Professional Teams	55	
102-8	Information of Employees and Other Workers	4.1 Talent Composition of Professional Teams	55	
102-9	Supply Chain	2.5 Supply Cooperation Good Partner	38	
102-10	Major Changes of the Organization or Supply chain	-	-	There were no major changes in the organization and supply chain this year.
102-11	Pre-warning Principle or Directive	2.3 Management Overview	34	
		2.4 Internal Audit and Regulatory Compliance	37	
		2.6 COVID-19 Response Measures	38	
		3.4 Information Security and Customer Privacy	52	
		4.5 Environmental Safety and Health	73	
		6.1 Climate Change and Adaption	84	
102-12	External Initiative	-	-	The Company has not signed any relevant initiatives.
102-13	Membership of Public Associations	2.3 Management Overview	34	

Strategy				
102-14	Statement of Decision Maker	Message from the Chairperson	4	
102-15	Key Impacts, Risks and Opportunities	Message from the Chairperson 2.4 Internal Audit and Regulatory Compliance 6.1 Climate Change and Adaption	4 37 84	
Ethics and Integrity				
102-16	Values, Principles, Standards and Code of Conduct	2.2 Corporate Governance	25	
Governance				
102-18	Governance Structure	1.1 Plan for Sustainable Development 2.2 Corporate Governance	7 25	
Stakeholder Engagement				
102-40	Stakeholder Group	1.2 Stakeholder Engagement	9	
102-41	Collective Bargaining Agreements	-	-	The Company has not yet set up a labor union, so no Collective Agreement has been signed.
102-42	Identifying and Selecting Stakeholders	1.2 Stakeholder Engagement	9	
102-43	The directives for communication with interested parties	1.2 Stakeholder Engagement	9	
102-44	Key Topics and Concerns Raised	1.2 Stakeholder Engagement 1.3 Identification of Material Topics	9 12	
Reporting Practice				
102-45	Entities Included in the Consolidated Financial Statements	About the Report 2.3 Management Overview	3 34	
102-46	Define the Report Content and Subject Boundaries	About the Report 1.3 Identification of Material Topics	3 12	
102-47	List of Material Topics	1.3 Identification of Material Topics	12	
102-48	Restatements of Information	About the Report	3	Not applicable since this Report is the First Edition Report.

102-49	Changes in Reporting	About the Report	3	Not applicable since this Report is the First Edition Report.
102-50	Reporting Period	About the Report	3	
102-51	Date of Most Recent Report	About the Report	3	
102-52	Report Cycle	About the Report	3	
102-53	Contact Point for Questions Regarding the Report	About the Report	3	
102-54	Claims of Reporting in accordance with the GRI Standards	About the Report	3	
102-55	GRI Content Index	Appendix GRI Standards Index - Specific Standard Disclosure	89	
102-56	External Guarantee/ Assurance	About the Report	3	
		Appendix Report Confirmation Statement	96	
<b>GRI 103: Management Approach 2016</b>				
103-1	Explanation of the Material Topic and Its Boundary	1.3 Identification of Material Topics	12	
103-2	The Management Approach and Its Components	1.3 Identification of Material Topics	12	
103-3	Evaluation of the Management Approach	1.3 Identification of Material Topics	12	
<b>GRI 201: Economic Performance 2016</b>				
201-1	Direct Economic Value Generated and Distributed	2.3 Management Overview	34	Please refer to the Company's 2020 Annual Report for details.
201-4	Financial Assistance Received from Government	2.3 Management Overview	34	Please refer to the Company's 2020 Annual Report for details.
<b>GRI 203: Indirect Economic Impacts 2016</b>				
203-2	Significant Indirect Economic Impacts	3.2 Technological Innovation and Technical Data Management	45	
		5.1 University Precision Analytical Instruments Centers	80	

GRI 205: Anti-corruption 2016				
205-3	Confirmed Incidents of Corruption and Actions Taken	2.4 Internal Audit and Regulatory Compliance		No such incidents this year.
GRI 206: Anti-competition 2016				
206-1	Legal Actions for Anti-competitive Behavior, Anti-trust and Monopoly Practices	-	-	No such incidents this year.
GRI 302: Energy 2016				
302-1	Energy Consumption Within the Organization	6.1 Climate Change and Adaption	84	
302-3	Energy Intensity	6.1 Climate Change and Adaption	84	
GRI 303: Water 2018				
303-3	Water Withdrawal	6.2 Effective Resource Management	87	
GRI 306: Effluents and Waste 2016				
306-2	Waste by Type and Disposal Method	6.2 Effective Resource Management	87	
GRI 307: Environmental Compliance 2016				
307-1	Non-Compliance with Environmental Laws and Regulations	2.4 Internal Audit and Regulatory Compliance	37	No such incidents this year.
GRI 401: Employment 2016				
401-1	New Employee Hires and Employee Turnover	4.1 Talent Composition of Professional Teams	55	
401-2	Benefits Provided to Full-Time Employees That Are Not Provided to Temporary or Part-Time Employees	4.2 Excellent Compensation and Benefits 4.5 Environmental Safety and Health	57 73	The benefits described in the corresponding chapters are all benefits are eligible for full-time employees.
401-3	Parental Leave	4.5 Environmental Safety and Health	73	

GRI 403: Occupational Health and Safety 2018				
403-2	Hazard Identification, Risk Assessment, and Incident Investigation	4.5 Environmental Safety and Health	73	
403-5	Worker Training on Occupational Health and Safety	4.5 Environmental Safety and Health	73	
403-9	Work-Related Injuries	4.5 Environmental Safety and Health	73	
GRI 404: Training and Education 2016				
404-1	Average Hours of Training Per Year Per Employee	4.3 Diverse Recruitment and Talent Development	61	
GRI 405: Diversity and Equal Opportunity 2016				
405-1	Diversity of Governance Bodies and Employees	2.2 Corporate Governance	25	
		4.3 Diverse Recruitment and Talent Development	61	
405-2	Ratio of Basic Salary and Remuneration of Women to Men	4.2 Excellent Compensation and Benefits	57	
GRI 406: Non-discrimination 2016				
406-1	Incidents of Discrimination and Corrective Actions Taken	4.3 Diverse Recruitment and Talent Development	61	In 2020, there were no relevant incidents of discrimination as defined by the International Labor Organization against race, color, gender, religion, politics, nationality or social background, and involving stakeholders internal or external to the organization.
GRI 408: Child Labor 2016				
408-1	Operations and Suppliers at Significant Risk for Incidents of Child Labor	4.3 Diverse Recruitment and Talent Development	61	MA-tek strictly complies with the regulations of the Taiwan Labor Standards Act and the requirements of the Code of Conduct of the Responsible Business Alliance, and does not hire employees under the age of 16, and workers under the age of 18 (young workers) shall not engage in work that may endanger their health or safety, including night duty or overtime. MA-tek will verify the employee's identity when hiring, and request them to provide proof of age as the basis for employment. There were no major risks of child labor in operating locations and by suppliers during the year.

### GRI 411: Rights of Indigenous Peoples 2016

411-1	Incidents of Violations Involving Rights of Indigenous People	-	-	In 2020, no incidents of violations involving rights of Indigenous peoples were identified, and no related incidents occurred.
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### GRI 416: Customer Health and Safety 2016

416-2	Incidents of Non-Compliance Concerning the Health and Safety Impacts of Products and Services	-	-	No such incidents this year.
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### GRI 417: Marketing and Labeling 2016

417-2	Incidents of Non-Compliance Concerning Product and Service Information and Labeling	-	-	No such incidents this year.
417-3	Incidents of Non-Compliance Concerning Marketing Communications	-	-	No such incidents this year.

### GRI 418: Customer Privacy 2016

418-1	Substantiated Complaints Concerning Breaches of Customer Privacy and Losses of Customer Data	3.4 Information Security and Customer Privacy	52	No such incidents this year.
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### GRI 419: Socioeconomic Compliance 2016

419-1	Non-Compliance with Laws and Regulations in the Social and Economic Area	2.4 Internal Audit and Regulatory Compliance	37	No such incidents this year.
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Topic	Code	Category	Accounting Metric	Description	Corresponding Page
Information Security	SV-PS230a.1	Discussion and Analysis	Description of approach to identifying and addressing data security risks.	Please read 3.4 Information Security and Customer Privacy of the 2020 CSR Report for related details.	52
	SV-PS230a.2	Discussion and Analysis	Description of policies and practices relating to collection, usage, and retention of customer information.	MA-tek strictly implements the protection of customer-sensitive data. For details, please read 3.4 Information Security and Customer Privacy, and "Protection of Technical Data and Technology Transfer" on page 53 of the 2020 Annual Report.	52
	SV-PS230a.3	Quantitative	(1) Number of data breaches, (2) percentage involving customers' confidential business information (CBI) or personally identifiable information (PII), (3) number of customers affected.	(1) 0, (2) 0%, (3) 0.	-
Professional Integrity	SV-PS510a.1	Discussion and Analysis	Description of approach to ensuring professional integrity.	Please refer to the Company's "Code of Ethical Conduct" and "Code of Ethical Conduct for Employees" for related details. For related content, 2.2 Corporate Governance of the 2020 CSR Report can also be references.	25
	SV-PS510a.2	Quantitative	Total amount of monetary losses as a result of legal proceedings associated with professional integrity.	In 2020, the Company did not have monetary losses caused by legal proceedings related to professional ethics.	-
Activity Metric	SV-PS-000.A	Quantitative	Number of employees by: (1) full-time and part-time, (2) temporary, and (3) contract.	Please refer to 2020 CSR Report 4.1 Talent Composition of Professional Teams for related details,.	55
	SV-PS-000.B	Quantitative	Employee hours worked, percentage billable.	Please refer to 4.5 Environmental Safety and Health of the 2020 CSR Report for details on employee working hours. Additionally, the Company has not calculated the pay rate.	73

## Appendix Third Party Verification Statement

### Certified Public Accountants' Limited Confirmation Report

**Deloitte.**

**勤業眾信**

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#### 會計師有限確信報告

閱康科技股份有限公司 公鑒：

閱康科技股份有限公司民國 109 年度企業社會責任報告書，業經本會計師針對所選定之標的資訊執行確信程序竣事，並出具有限確信報告。本次執行確信程序之標的資訊請詳附件一「確信項目彙總表」。

#### 管理階層對企業社會責任報告書之責任

管理階層之責任係依據財團法人中華民國證券櫃檯買賣中心「上櫃公司編製與申報企業社會責任報告書作業辦法」、全球永續性報告協會（Global Reporting Initiatives, GRI）發布之 GRI 準則（GRI Standards）及依行業特性參採其他適用之準則編製企業社會責任報告書，且維持與編製企業社會責任報告書有關之必要控制，以確保企業社會責任報告書所列標的資訊未存有重大不實表達。

#### 會計師對企業社會責任報告書執行確信程序之責任

本會計師係依照確信準則公報第一號「非屬歷史性財務資訊查核或核閱之確信案件」，對上開企業社會責任報告書所選定之標的資訊（詳附件一）在所有重大方面是否依照第二段所述準則編製表示意見，並提出有限確信報告。相較於合理確信，有限確信案件所執行程序之性質及時間與適用合理確信案件不同，其範圍亦較小，因是取得之確信程度明顯低於合理確信。

本會計師係基於專業判斷規劃及執行確信程序，以獲取相關標的資訊之有限確信證據，且任何內部控制均受有先天限制，因此未必能查出所有業已存在之重大不實表達。本會計師執行確信程序包括：

- 取得及閱讀企業社會責任報告書；
- 訪談管理階層及相關人員，以瞭解公司編製企業社會責任報告書有關政策及程序；

#### Certified Public Accountants' Limited Confirmation Report To Materials Analysis Technology Inc.,

We have complete the confirmation procedures for the corporate social responsibility report of Materials Analysis Technology Inc. for the year 2020 for the selected target information and a limited confirmation report has been issued accordingly. Please refer to Annex I "Summary of Confirmation Items" for details of the target information on which the confirmation procedures were executed.

#### Management's Responsibility for the Corporate Social Responsibility Report

The responsibility of the management is to prepare the corporate social responsibility report in accordance with the "Regulations Governing the Preparation and Filing of the Corporate Social Responsibility Report by OTC Companies" issued by the Taipei Exchange, GRI Standards issued by the Global Reporting Initiatives (GRI) and references to other applicable standards based on industry characteristics and to maintain the necessary controls related to the preparation of the corporate social responsibility report to ensure that there is no major misrepresentation in the target information listed in the corporate social responsibility report.

#### Certified Public Accountants' Responsibility for the Execution of Confirmation Procedures for the Corporate Social Responsibility Report

In accordance with SAES No. 1 Assurance Engagements Other than Audits or Reviews of Historical Financial Information we express our opinions on whether or not the target information selected in the aforementioned corporate social responsibility report (see Annex I for details) are prepared in accordance with the standards mentioned in paragraph 2 in all major aspects and issue a limited confirmation report accordingly. Compared with a reasonable confirmation case, the nature and time of the procedure executed for a limited confirmation case are different in that their scope is smaller and therefore the degree of confirmation obtained is obviously lower than that of a reasonable confirmation.

Based on our professional judgment, we planned and implemented the confirmation procedures to obtain the limited confirmation evidence of the target information. As any internal control is inherently limited, we may not be able to detect all existing major misrepresentations. The procedures we executed include:

- Obtaining and reading the corporate social responsibility report;
- Interviewing management and related personnel to understand the company's policies and procedures for preparing the corporate social responsibility report;

- 訪談相關人員了解所選定標的資訊產生之流程、內部控制及資訊系統；
- 分析及以抽查方式測試標的資訊相關文件及紀錄。

**先天限制**

由於諸多確信項目係屬非財務資訊，相較於財務資訊之確信受有更多先天限制，故該等資訊之相關性、重大性與正確性之解釋可能涉及更多管理階層之重大判斷、假設與解釋，不同利害關係人對該等資訊亦可能有不同之解讀。

**獨立性及品質管制遵循聲明**

本會計師及所隸屬會計師事務所遵循會計師執業道德規範中有關獨立性及其他道德規範之規定，該規範之基本原則為正直、公正客觀、專業能力及盡專業上應有之注意、保密及專業態度。此外，本會計師所隸屬會計師事務所遵循審計準則公報第四十六號「會計師事務所之品質管制」，以維持完備之品質管制制度，包含與遵循執業道德規範、專業準則及所適用法令相關之書面政策及程序。

**確信結論**

依據所執行之程序及所獲取之證據，本會計師並未發現閱康科技股份有限公司民國 109 年度企業社會責任報告書中所選定之標的資訊在所有重大方面未有未遵循其衡量基準暨財團法人中華民國證券櫃檯買賣中心「上櫃公司編製與申報企業社會責任報告書作業辦法」、全球永續性報告協會 (Global Reporting Initiatives, GRI) 發布之 GRI 準則 (GRI Standards) 及依行業特性參採其他適用之準則之情事。

**其他事項**

本確信報告出具後，貴公司對任何確信標的或適用基準之變更，本會計師將不負責就該等資訊重新執行確信工作之責任。

勤業眾信聯合會計師事務所  
會計師 吳世宗

吳世宗



中華民國 110 年 6 月 25 日

- Interviewing relevant personnel to understand the process, internal control and information system of the selected target information;
- Analyzing and testing the relevant documents and records of the target information by spot check.

**Inherent Restrictions**

Since many confirmation items are non-financial information, they are subject to more inherent restrictions than financial information, so the interpretation of the relevance, materiality and correctness of such information may involve more significant judgments, assumptions and interpretations of the management and different stakeholders may have different interpretations of such information.

**Statement of Independence and Quality Control Compliance**

We and the accounting firm we belong to abide by the provisions of the code of ethics for certified public accountants concerning independence and other ethics-related regulations. The basic principles of the code are integrity, impartiality and objectivity, professional competence and due professional care, confidentiality and professional attitude. In addition, the accounting firm we belong to complies with Auditing Standards Bulletin No. 46 "Quality Control of Accounting Firms" to maintain a complete quality control system, including written policies and procedures related to compliance with the code of professional ethics, professional standards and applicable laws and regulations.

**Conclusion on Confirmation**

According to the procedures implemented and the evidence obtained, we have not found that the target information selected in the corporate social responsibility report of Materials Analysis Technology Inc. for the year of 2020 has any non-compliance with its evaluation benchmarks, the "Regulations Governing the Preparation and Filing of the Corporate Social Responsibility Report by OTC Companies" issued by the Taipei Exchange, GRI Standards issued by the Global Reporting Initiatives (GRI) and references to other applicable standards based on industry characteristics.

**Miscellaneous**

After the issuance of this confirmation report, we will not be responsible for the re-execution of the confirmation work for any change in the confirmation subject or the applicable standards used by your company.

Deloitte Taiwan

► Notice to Readers

This English translation is from the Chinese version of the independent auditors' limited assurance report on the accompanying Corporate Social Responsibility Report and is for reference only, and the English version of the report does not represent the assurance of independent third-party auditors.

附件一

確信項目彙總表

編號	確信項目	指標	敘述	對應章節	衡量基準
1	GRI 303-3:2018	取水量	6.2 有效的資源管理	依取水來源(自來水)劃分各地區及具水資源壓力地區之取水量統計結果。	
2	GRI 401-3:2016	育嬰假	4.5 環境安全與健康	按性別劃分,享有及申請育嬰假員工總數、休完育嬰假後應復職、實際復職和留任員工總數與百分比。	
3	GRI 405-2:2016	女性對男性基本薪資加薪酬的比率	4.2 優渥薪酬與福利	依主管及非主管劃分之女性對男性員工之平均基本薪資加薪酬(含獎金、分紅等)比例。	
4	自訂主題一	客戶滿意度	3.3 客戶關係維繫	依「產品解折後服務滿意度問卷調查」結果,確認滿意程度之比例。	
5	自訂主題二	專利申請與核准數量	3.2 技術創新與技術資料管理	依專利申請與核准統計表確認已送出申請及已獲得核准之專利件數。	

No.	Confirmation Item	Indicator description	Corresponding chapter and section	Evaluation benchmarks
1	GRI 303-3:2018	Water withdrawal	6.2 Effective resource management	The statistical results of the water withdrawal of each region and the area with water resource stress are by the source of water withdrawal (tap water).
2	GRI 401-3:2016	Parental leave	4.5 Environmental safety and health	By gender, the total number of employees who enjoyed and applied for parental leave and the total number and percentage of employees who should be re-instated after taking the parental leave and who are actually re-instated and retained.
3	GRI 405-2:2016	Female-to-male ratio of basic salary plus salary	4.2 Salary and benefits	The ratio of female to male employees' average basic salary plus salary (including bonuses, dividends, etc.) by supervisors and non-supervisors.
4	Custom theme I	Customer satisfaction	3.3 Customer Relationship Maintenance	Confirm the percentage of satisfaction according to the results of the "Service Satisfaction Survey after Product Analysis."
5	Custom theme II	Number of patent applications and approvals	3.2 Technical innovation and technical data management	Confirm the number of applications and patents that have been approved according to the patent application and approval statistics table.



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