

 合一生科技股份有限公司	勞動實務承諾 Labor Practices Commitment	編號	OAM009
		頁次	2/4
		版次	A

1. 目的：

Purpose:

本公司為建立並維護一個尊重人權、公平合理且永續的工作環境，積極實踐對勞工權益的尊重與保障，貫徹本公司永續核心精神，並恪守營運所在地之勞動法規，及遵循《聯合國世界人權宣言》、《聯合國商業與人權指導原則》、《聯合國全球盟約》與《聯合國國際勞動組織》等國際人權公約所揭櫫之原則，致力成為以人為本的永續企業，特訂立「勞動實務承諾」（以下稱本承諾），以資遵循。

To establish and maintain a workplace that respects human rights, ensures fairness, and promotes sustainability, the Company actively upholds and protects labor rights in line with its core values of sustainability. The Company strictly complies with the labor laws of its operating locations and adheres to the principles set forth in international human rights conventions, including the *Universal Declaration of Human Rights*, the *UN Guiding Principles on Business and Human Rights*, the *United Nations Global Compact*, and the *International Labour Organization*. The Company is committed to becoming a people-oriented sustainable enterprise. Accordingly, this “Labor Practices Commitment” (hereinafter referred to as the Commitment) is hereby established for adherence.

2. 範圍：

Scope:

本政策適用於本公司及所屬子公司，並同時鼓勵供應商與商業合作夥伴，於人員聘用與勞動條件管理上，遵循等同於本承諾所述之標準與原則。

This policy applies to the Company and its subsidiaries, and suppliers and business partners are likewise encouraged to observe standards and principles equivalent to those set forth in this Commitment in their employment practices and labor conditions management.

3. 參考文獻：

Reference:

3.1 勞動基準法 Labor Standards Act

3.2 大量解僱勞工保護法 Act for Worker Protection of Mass Redundancy

4. 權責：

Rights and Liabilities:

本公司恪守全球營運所在地之勞動法規，維護基本勞工權利以及確保其員工和供應鏈公平待遇的承諾，促進公平的工作條件、降低與員工不滿的風險，以及提升公司的社會責任。

The Company strictly complies with labor laws in all jurisdictions where it operates, upholds

 合一生科技股份有限公司	勞動實務承諾 Labor Practices Commitment	編號	OAM009
		頁次	3/4
		版次	A

fundamental labor rights, and is committed to ensuring fair treatment for its employees and across its supply chain. This approach promotes fair working conditions, mitigates the risk of employee dissatisfaction, and enhances the Company's social responsibility.

5. 名詞解釋：無

Definition: None.

6. 作業程序：

Operation Procedure:

6.1.1 符合生活工資標準的薪酬：

Remuneration in Compliance with Living Wage Standards:

本公司承諾支付予全體員工之薪資，均符合所在地之最低生活工資（Living Wage）且高於法定最低工資標準，以確保員工獲得足以維持本人及家庭基本需求之薪資。

The Company is committed to ensuring that all employees receive wages that comply with the local living wage and exceed the statutory minimum wage, thereby securing adequate income to sustain both the employees and their families' basic needs.

6.1.2 合理工時與加班工時管理：

Reasonable Working Hours and Overtime Management:

本公司恪守營運所在地之工時及假勤法規，積極防範過度工時與強制加班，若因工作需求經徵得所屬人員同意後，事先提出加班申請並經核准始得執行，且延長工時不得超過營運所在地之勞工法令規定之工時上限，並依法給付加班費。

The Company shall comply with the working hours and leave regulations of all jurisdictions in which it operates and shall take measures to prevent excessive working hours and compulsory overtime. Overtime work may only be performed upon the employee's consent, with a prior application duly submitted and approved. In all cases, extended working hours shall not exceed the statutory limits prescribed by applicable labor laws, and overtime wages shall be paid in accordance with the law.

6.1.3 確保同工同酬的平等原則：

Ensuring Equal Pay for Equal Work:

本公司恪守同工同酬原則，不因性別、年齡、種族、婚育狀況、宗教信仰或其他身分因素差別待遇。致力於確保所有同等職務且具相同貢獻的員工，享有一致且公平的薪酬待遇與晉升機會。

The Company upholds the principle of equal pay for equal work, prohibiting any discrimination on the basis of gender, age, ethnicity, marital or parental status, religion,

 合一生科技股份有限公司	勞動實務承諾 Labor Practices Commitment	編號	OAM009
		頁次	4/4
		版次	A

or other personal characteristics. We are committed to ensuring that employees in equivalent positions with comparable contributions receive fair and consistent compensation and promotion opportunities.

6.1.4 員工休假權益：

Employee Annual Leave Rights:

我們重視工作與生活平衡的重要性，並嚴格遵守《勞動基準法》及本公司內部政策，確保所有員工均享有帶薪特休假，且休假期間仍領取全額薪資，確保其休息權益獲得充分保障。除法定休假外，本公司每年額外提供一天「志工假」，且同樣由公司全額支付。另外給予「天然災害假」，若於各區域政府公告停班停課期間，員工享有全薪假期，以確保通勤與工作安全並降低外出風險。

The Company places great importance on work-life balance and strictly complies with the *Labor Standards Act* as well as internal company policies to ensure that all employees are entitled to paid annual leave, during which they continue to receive their full salary, thereby safeguarding their right to rest. In addition to statutory leave, Oneness Biotech also provides one additional day of “Volunteer Leave” per year, which is likewise fully paid by the Company. Furthermore, the Company grants “Natural Disaster Leave,” under which employees are entitled to full pay when regional governments officially announce work and school closures due to typhoons or other natural disasters. This ensures employee safety during commuting and reduces risks associated with going outdoors.

6.1.5 重大人力調整前之通知與諮詢機制：

Notification and Consultation in Major Workforce Adjustments:

為保障員工的就業穩定，本公司遵循我國《大量解僱勞工保護法》相關規定，如公司面臨重大組織調整或大規模裁員之情況，承諾提供受影響員工不少於 60 日之最短通知期間，並提供員工職涯諮詢。

The Company complies with the *Act for Worker Protection of Mass Redundancy* by fulfilling the employer’s notification obligations. In the event of significant organizational restructuring or large-scale layoffs, the Company commits to providing affected employees with no less than 60 days’ prior notice and access to career counseling support.

7. 附件：無。

Annex: None.

8. 表單：無。

Form: None.