

宏捷科技股份有限公司

Advanced Wireless Semiconductor Comp.

文件標題: Supplier Manual 供應商手冊	頁數: 1 of 22	文件編號: AA-S-034	版本: 22
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1.0 目的(Purpose)

本手冊的目的是確定 AWSC 製造和/或提供生產材料和/或服務的供應商所需的基本質量體系和業務程序。本手冊、商業協議、保密協議和 AWSC 採購訂單旨在作為所有條款和條款的協議。本手冊取代任何有關本手冊任何主題的書面或口頭協議。

The purpose of this manual is to define the basic quality systems and business procedures required of the suppliers who manufacture and/or supply production material and /or services to AWSC. This manual, the Commercial Agreement, the Nondisclosure Agreement, and the AWSC purchase orders are intended as the agreement on all the terms and provisions. This manual supersedes any prior written or oral agreements concerning any of the subject matter of this manual.

2.0 適用範圍(Scope)

此程序適用於直接影響成品的形狀、合適、功能、品質或可靠性的原材料和關鍵服務的 AWSC 供應商。

This procedure applies to AWSC suppliers of Raw Materials and Critical Services that directly affect the form, fit, function, quality or reliability of the finished product.

3.0 責任(Responsibility)

None.

4.0 定義(Definition)

合格的(Approved)

供應商的狀態是 AWSC 可以從該供應商購買合格的產品。

The supplier status is that AWSC Sourcing may buy qualified products from.

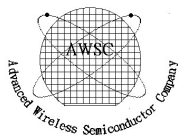
合格供應商清單(ASL)

Approved Supplier List

符合性證書(Certificate of Conformance)

為交付的物品提供定量數據，證明產品符合所有採購訂單要求和參考規範的文件。

To provide quantitative data for the items being delivered that certifies that the product conforms to all purchase order requirements and reference specifications.



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資格取消(Disqualified)

供應商的表現已被證明是不可接受的，因此不能再下訂單。

The supplier performance has proven unacceptable such that no further orders may be placed.

原料和供應材料(Raw & Supply Material)

用於製造成品的材料直接影響成品的形狀、合適、功能或可靠性。

Material used in the manufacture of finished product and directly affects the form, fit, function or reliability of the finished product.

關鍵服務(Critical Service)

由外部提供的服務直接影響成品的形狀、合適、功能或可靠性。

Service provided by an outside contractor that directly affects the form, fit, function or reliability of the finished product.

退貨權益(RMA)

退貨權益：將不合格產品退回供應商。

Returned Material Authorization: typically a requirement for returning nonconforming products to the supplier.

材料審查委員會(MRB)

材料審查委員會：團隊成員正式發佈的改進要求。

Material Review Board: formal request for improvement issued by any member of the team.

國家和國際標準(National and International standards)

IATF16949 質量管理體系的特殊要求 ISO 9001 在汽車生產和相關服務組織中的應用。

Quality management systems Particular requirements for the application of ISO 9001 for automotive production and relevant service organization.

ISO 9001 品質管理系統要求

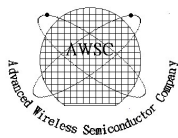
Quality management systems Requirements.

ISO 14001 環境管理系統要求

Environmental management systems.

ISO / IEC 17025 測試能力的一般要求和校準實驗室

17025 General requirements for the competence of testing and calibration laboratories.



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SA8000 社會責任制度
Social Accountability system.

FMEA 失效模式影響分析
Failure Mode Effects Analysis.

JESD-50A 特立獨行消除的特殊要求
Special Requirements for Maverick Produce Elimination.

5.0 相關文件(Reference)

AWSC 文件(AWSC Documents)

AA-T-043 AWSC 企業社會責任協定 AWSC Businesses Social Responsibility Agreement

IS-P-009 環境危害物質管制程序 Environmental Hazardous Substances Control Procedure

IS-S-003 作業安全衛生管理規範 Occupational Safety and Health Management

6.0 程序(Content)

6.1 供應商資格 Supplier Qualification

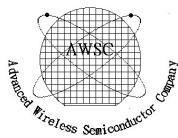
AWSC 供應商期望在第 6.2 節中定義。通過供應商調查、自我評估以及 AWSC 或第三方執行的現場評估來驗證對這些要求的符合性。滿足每個適用要素的所有要求，供應商被認為有資格向 AWSC 提供材料或服務。

AWSC supplier expectations are defined in section 6.2. Conformance to these requirements is verified by means of supplier surveys, requested self-appraisals, and on-site assessments performed by AWSC or a third party. All requirements in each applicable element shall be fulfilled for a supplier to be considered qualified to provide materials or services to AWSC.

6.2 供應商期望 Supplier Expectations

6.2.1 公司政策和目標 Corporate Policies and Objectives

6.2.1.1 品質政策 Quality Policy



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我們致力於客戶對 AWSC 代工服務的滿意度，通過持續改進提供高品質的產品和具有成本效益的競爭。

We are devoted to our customers' satisfaction on AWSC foundry service with high quality products and cost effective competition by continuous improvement.

6.2.1.2 環境政策 Environment Policy

- 遵循相關環保法規和規定。
Follow the standard of environment protection rules and related regulations.
- 持續減少污染、改善工作環境、消除或防止污染。
Consistently reduce the pollution and improve the working environment to eliminate or prevent from pollution.
- 進行廢棄物分類、回收和減少，並倡導節能政策。
Perform the waste assortment, recycle and reduction as well as advocate the energy-saving policy.
- 通過全員培訓提升員工的環保知識，實現真正的環境管理。
To improve employees' environmental knowledge by staff training, and achieve a real environmental management.

6.2.2 監管機構合規性 Regulatory Agency Compliance

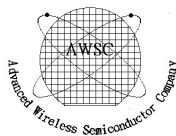
供應商有責任確保其產品符合所有適用的監管機構和產品安全要求，包括供應商的產品廣告、目錄和數據表中所述的相關聲明。供應商必須隨時準備好測試報告文件並在需要時提供可供審查的記錄來證實合規性。

It is suppliers' responsibility to ensure that their product is in compliance with all applicable regulatory agency and product safety requirements, including claims for that stated in suppliers' product advertising, catalogues and data sheets. The suppliers must be prepared at all times to substantiate compliance by providing copies of test reports and making records available for review if requested.

6.2.3 社會責任政策 Social Responsibility Policy

供應商應致力於道德行為，完全遵守適用的國家和國際法律，並本著 RBA 的精神尊重人權。詳情請參考網站

The Supplier shall be committed to ethical conduct, full compliance to applicable national and international laws and respect for human rights in the spirit of RBA.



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Details to refer to web site

<http://www.responsiblebusiness.org/standards/code-of-conduct/>

6.2.3.1 相關內文，請參閱 AA-T-043 AWSC 企業社會責任協定

Details refers to AA-T-043 AWSC Cooperate Social Responsibility agreement.

6.2.4 風險管理政策 Risk Management Policy

供應商應制訂風險管理政策文件，以確保在不可預期的災難發生時，盡可能地減少和/或消除該風險的衝擊。

The supplier shall have a Risk Management Policy documents to ensure they can minimize and / or eliminate the risk in unexpected event or disaster.

6.2.5 產品品質或交付問題的通知 Notification of Product Quality or Delivery Issues

6.2.5.1 不合格產品 Non-Conforming Product

交付給 AWSC 的產品不符合供應商的內部製造規範、控制計劃、驗收標準、異常值限制或 AWSC 規範中確定的測量要求：

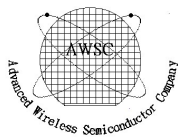
Product delivered to AWSC not meeting supplier's internal manufacturing specifications, control plans, acceptance criteria, outlier limits, or AWSC specifications for measurement requires:

- 供應商透過跨職能材料審查委員會（MRB）審查不合格情況，以確定對 AWSC 的運輸材料的可接受性

Supplier to review non-conformance through a cross functional Material Review Board (MRB) to determine acceptability of shipping material to AWSC.

- 向 AWSC 發佈不合格報告指出不合格的性質，提供不合格相關數據，以及供應商依 MRB 解釋為何不合格情況不會影響 AWSC 的產品性能表現，品質或良率。

Issuance of a Material Non-Conforming Report to the AWSC' specifying nature of non-conformance, associated data with non-conformance, and



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supplier's MRB explanation of why the non-conformance will not impact AWSC ' product performance, quality or yield.

- AWSC 品保部門批准材料不合格報告
Approval of the Material Non-Conforming Report by AWSC Quality Department.
- 任何影響 AWSC 產品的 MRB 報告都應匯總並報告給 AWSC 品保和採購部門。
Any MRB reports of materials affecting AWSC products should be summarized and reported to AWSC QC and Procurement Department.

6.2.5.2 產品/製程變更通知 Product/Process Change Notice

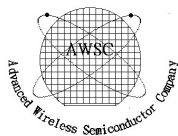
供應商應有一個流程來管理和追蹤需求和產品數據的變化。這應包括工程文檔中產生的更改的修訂歷史記錄。供應商應在產品獲得批准後通知 AWSC 產品或過程變更。

The supplier shall have a process to manage and track changes in requirements and product data. This shall include revision history documentation of the resulting changes in engineering documentation. The Supplier shall notify AWSC of product or process changes made after the product has been approved.

如有下表所列之情事及任何影響提供給 AWSC 產品之變更，供應商需以 PCN 通知 AWSC。

Suppliers need to submit PCN to notify AWSC if there are following conditions or any effect of change on products provided to AWSC.

變更內容 Change Content	變更前的通知天數 Days of Notification before Change	舉例說明 Example	回覆要求 Confirmation Request	評估單位 Evaluation Sector
產品特性品質可能影響 AWSC 製	6 個月 6 months	生產原物料變更、原物料來源變更、生產	需通知 AWSC，且須獲得 AWSC	製程 PE sector



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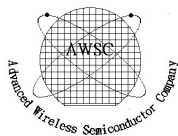
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程或成品品質者 Product characteristics and quality that may affect AWSC process or quality of finished product		廠別變更、產品停產或改版 production raw material change、material source change、production plant change、product discontinuation or revision	回覆 Vendor needs to notify AWSC, and must get AWSC's confirmation	
包裝材料異動 Packaging materials change	3 個月 3 months	包裝材質變更、包裝容器設計變更 packaging material change、packaging container design change	需通知 AWSC，且須獲得 AWSC 回覆 Vendor needs to notify AWSC, and must get AWSC's confirmation	製程 PE sector
供應商資訊異動 Supplier information change	3 個月 3 months	公司基本資料變更、公司併購重整 company basic information change、corporate mergers and acquisitions	需通知 AWSC，但毋須獲得 AWSC 回覆 Vendor needs to notify AWSC, but doesn't need to get AWSC's confirmation	採購 Purchasing sector
標示內容異動 Mark or labeling content change	1 個月 1 month	COA、SDS 或出貨單內容變更、產品瓶身標籤內容變更 COA, SDS or shipping slip content change、product labeling change	需通知 AWSC，但毋須獲得 AWSC 回覆 Vendor needs to notify AWSC, but doesn't need to get AWSC's confirmation	製程 PE sector

如評估單位無法決議之變更內容，則由 CCB 會議決議之。

If the assessment sector is unable to finalize the acceptance of the change, it will be finalized by the CCB meeting.



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任何影響 AWSC 產品的 PCN 報告都應匯總並報告給 AWSC 品保和採購部門。

Any PCN reports of materials affecting AWSC products should be summarized and reported to AWSC QC and Procurement Department.

每份報告 (MRB 和 PCN) 必須每週發送一次。

Each report (MRB and PCN) has to be delivered on weekly basis.

6.2.5.3 關鍵供應商的 MRB 和 PCN Critical Supplier's MRB & PCN

對於像 Epi 和外包供應商這樣的關鍵供應商，如果有任何 MRB 和 PCN 影響 AWSC 產品，供應商應每月通知 AWSC。

For critical suppliers like Epi and outsourcing suppliers, the supplier should inform AWSC monthly if there is any MRB and PCN affects AWSC products.

6.2.6 產品識別 Product Identification

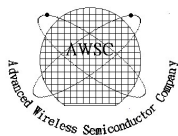
供應商應具有製造控制系統，如流程卡，控制軟件等，用於識別產品的類型，批號或序列號，以及它們在生產和測試的所有階段的狀態。包含成品的貨物應根據相關的 AWSC 規範進行標記。

The Supplier shall have a system of manufacturing control such as a route card, run card, control software, etc, used for the identification of products with regard to type, lot or serial number, and their status during all stages of production and test. The shipments containing finished products shall be labeled according to relevant AWSC specifications.

6.2.7 產品可追溯性 Product Traceability

供應商應有一個系統，用於確保成品可追溯到工廠，日期代碼和 AWSC 規定的批號或序列號。供應商還應有一個系統，用於識別和追溯關鍵原材料。能適時配合 AWSC 的要求實施需求可追溯性。

The Supplier shall have a system for ensuring finished product traceability back to factory, date code and lot or serial number as specified by AWSC. The Supplier shall also have a system for identifying and tracing critical raw materials back to



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the source. Be able to proceed requirements traceability timely for the request of AWSC.

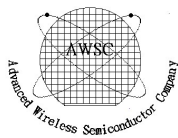
6.2.8 品質計畫 Quality Plan

AWSC 期望其供應商提供以下要素。如果供應商沒有此計畫的要素，AWSC 將自行決定是否要工作並協助供應商開發缺失的要素。在供應商獲得資格之前，AWSC 可以審查品質計畫。對於現有供應商，AWSC 可與供應商合作以記錄和/或製定可接受的品質計畫。

AWSC expects the following elements to be present with its Suppliers. In the event the supplier does not have an element of this plan, AWSC will at its discretion, decide if we want to work and assist the supplier develop the missing element. The Quality plan may be reviewed by the AWSC prior to a supplier being qualified. For existing suppliers, AWSC may work with supplier to document and/or develop an acceptable Quality Plan.

品質計畫的要求是成為 AWSC 認可供應商的最關鍵步驟之一。AWSC 的目的是從供應商購買材料，用於從運輸到入庫的庫存計畫。這是 AWSC 從供應商收到零件和原料並以最少的內部檢查和測試成本而使用它們的流程，並將因供應商不合規而造成的損失降至最少。AWSC 不會接受過度測試和品質差的成本，也不會支付我們的供應商進行大量測試或由此導致的低產量和生產瓶頸的成本。

The requirement of the Quality Plan is one of the most critical steps in becoming an approved supplier to AWSC. AWSC intent is to purchase material from suppliers on a ship to Stock Program. This is a process where AWSC receives parts and materials from suppliers and uses them with a minimum of internal inspection and test costs, or losses resulting form the supplier fault non-conformances. AWSC will not accept the cost of excessive testing and poor quality, and will not pay the cost of our suppliers doing extensive testing or the resulting poor yields and escapes.



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目的是強調過程能力改進和控制和/或監控，這將對品質和可靠性產生最大影響，最終實現零缺陷，零重複問題和擁有成本目標。每個供應商將負責定義關鍵流程，如果需要，向 AWSC 報告測量指標以及持續改進計劃。

The intent is to emphasize process capability improvement and controls and/or monitors that will have the greatest impact on quality and reliability and ultimately zero defects, zero repeat issues and cost of ownership goals. Each supplier will be responsible for defining critical processes and if required, report to AWSC the measurement index as well as a continuous improvement plan.

品質計劃通常至少包括以下要素;但是，AWSC 可能會要求其他要求：

The Quality Plan will normally consist of the following elements as a minimum; however, additional requirements may be requested by AWSC:

6.2.8.1 品質系統 Quality System

供應商應具備有效的品質體系，以確保符合要求的產品按時交付。需要由經認可的第三方認證機構註冊 ISO 9001。如果供應商未註冊，則需要在兩年內獲得認證的計劃。該計劃必須提供給 AWSC。

Suppliers are expected to have an effective quality system in place that assures consistent on-time delivery of conforming product. Registration to ISO 9001 by an accredited third party certification body is required.

In the event the supplier is not registered, a plan to achieve certification within two years will be required. This plan must be provided to the AWSC.

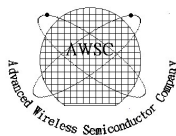
6.2.8.2 工藝流程圖 Process Flow Diagram

品質計劃的一個關鍵要素是從收到採購物料到運輸的整個流程表的綜合流程圖，其中包括：

A critical element of the Quality Plan is a comprehensive flow diagram of the overall process from receipt of purchased material to shipping that includes:

.所有操作，檢查和測試門

All operations, inspection and test gates



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.來料投入生產的流程

Incoming material into the process

.關鍵輸入和輸出以及為控制每個流程/部件質量而定義的參數。

Critical inputs and outputs and the parameters defined to control quality of each process/part.

.用於管控流程的統計控制技術

Statistical Control techniques used to control processes

.檢驗或測試方法和驗收標準

Inspection or test methods and acceptance criteria

.用於測試，檢查和測量 AWSC 產品的設備需要 Gage 再現性和可重複性（R&R）研究，以證明設備和測量過程的能力。所有這些誤差 > 10% 的設備都需要向 AWSC 報告。

Equipment used for test, inspection and measurement of AWSC product require Gage reproducibility and repeatability(R&R) studies to demonstrate the capability of the equipment and measuring process. All such equipment with > 10% error needs to be reported to AWSC.

6.2.8.3 失效模式與效果分析 Failure Mode and Effect Analysis (FMEA)

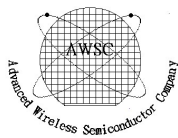
強烈建議供應商開發流程或產品 FMEA，並使用這些結果判定合適的測試和檢驗點以及合適的控制方法。

It is strongly recommended that the supplier develop a Process or Product FMEA and use those results to determine the appropriate test and inspection points as well as appropriate control methods.

6.2.8.4 矯正及預防措施 corrective and preventive action

AWSC 將依供應商材料審查委員會（MRB）作為媒介，向供應商請求遏制、根本原因分析、糾正措施和驗證請求。供應商的所
有回覆都需要採用 8D 格式。

- D3 立即改善措施 (Containment Actions)：需在收到 8D 後於 24 小時內改善，不可延期。
- D4 發生原因 (Root Cause) 和 D5 矯正與預防措施 (Corrective and



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Preventive Actions) 應於 10 個工作天內回覆。

- D6 改善效果確認 (Verify) 應於 D5 矯正與預防措施 (Corrective and Preventive Actions) 完成後的 10 個工作天內完成。
- D4 發生原因(Root Cause)、D5 矯正與預防措施(Corrective and Preventive Actions)及 D6 改善效果確認(Verify)，若無法如期完成者，應於到期日的前一天向 AWSC 提出延期申請，並說明無法如期完成的原因及提出合理的預計完成日。
- 若無法如期完成，也沒有向 AWSC 提出延期申請者，AWSC 將會在年度的供應商評分中，斟酌扣分。

AWSC will use a supplier Material Review Board (MRB) as the trigger to engage the supplier for a request for containment, root cause analysis, corrective action and verification. All responses from supplier need to be in an 8D format.

D3 containment actions needs to be proceeded within 24 hours of receipt of the 8D and not extension. D4 root cause and D5 corrective and preventive actions need to reply within 10 working days. D6 verify should be reply within 10 working days after D5 corrective and preventive actions completed.

If D4 ~ D6 cannot be completed as scheduled, the manufacturer should notify the day before the due date and application extension from AWSC and explaining the reasons for the failure to complete as scheduled and providing a reasonable estimated completion date.

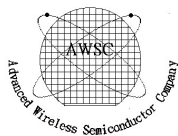
If it cannot be completed as scheduled and does not inform AWSC, then AWSC will deduct points in the annual supplier score.

6.2.8.5 Maverick Lot 計劃 Maverick Lot Program

AWSC 鼓勵供應商本著 JESD-50A 的精神開展 Maverick 批次計劃。

AWSC encourages suppliers to have a Maverick lot program in the spirit of JESD-50A.

6.2.8.6 文件管制系統 Document Control System



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AWSC 要求供應商配備文件控制系統。供應商必須確保在此系統中維護最新的 AWSC 規範，工作說明和其他相關文檔。

AWSC requires suppliers to have a document control system in place.

Suppliers must ensure that the latest AWSC specifications, work instructions, and other related documents are maintained in this system.

6.2.8.7 內部品質稽核 Internal Quality Audits

供應商應根據文件化的程序和控制計劃進行內部品質審核。供應商應審核審核結果，計劃糾正措施並對糾正措施的有效性進行後續驗證。

Supplier shall perform internal quality audits in accordance with documented procedures and control plans. The supplier shall review audit results, plan corrective action and perform follow-up verification of corrective action effectiveness.

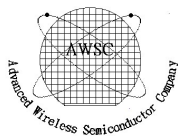
供應商將在品質計劃中公佈供應商工廠內部審核的頻率。可能會要求供應商定期與 AWSC 分享內部審核和後續項目的詳細信息。

The supplier will publish in the Quality Plan, the frequency of internal audits done in the supplier facility. Periodically the supplier may be requested to share details of the internal audits and follow-up items with AWSC.

6.2.8.8 問題解決，升級和主要聯繫人 Problem Resolution, Escalation and Key Contacts

如果無法在任何級別做出決策，品質計劃還將確定誰有權解決品質、技術和供應問題以及升級流程到下一級管理層。預計供應商將指定一名主要聯繫人，並提供他們的姓名，日間電話號碼，手機號碼和電子郵件地址。該個人將成為對品質警報採取行動的負責人，並確保所有報告和糾正措施請求及時呈現給 AWSC。供應商將負責確保此人員的可用性，或者隨時為 AWSC 提供職務代理人。

The Quality Plan will also define who has authority for resolving quality, technical and supply issues and the escalation process to the next level of management in the event that a decision can not be reached at any level.



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The supplier is expected to designate a key contact person and will furnish their name, daytime phone number, mobile number, and email address. This individual will be the owner for taking action on quality alerts and assuming all reports and corrective action request are rendered to AWSC in a timely fashion. The Supplier will be responsible for the assuring the availability of this individual or a back-up is available to AWSC at all times.

6.2.8.9 報告 Reports

所有貨物必須附有一致性證書和/或可追溯到交付物品的分析證書。可能要求供應商提供檢查或測試結果的定期報告或摘要報告。AWSC 可以審查指標和報告格式和頻率。此外，AWSC 可能會要求供應商提供 FA 的定期總結報告和 MRB / RMA 的評估結果。這些將需要採用 AWSC 供應品質工程師規定的格式。

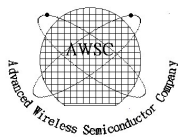
All shipments must be accompanied by a certificate of conformance and/or certificate of analysis traceable back to the items being delivered.

The supplier may be requested to provide periodic reports or summary reports of inspection or test results. The AWSC may review the metrics and reporting formats and frequency. Additionally the supplier may be requested by AWSC to provide periodic summary reports of FA and evaluation results on MRB/RMAs. These will need to be in the format prescribed by AWSC Supplies Quality Engineer.

6.2.8.10 能力指數 Capability Indices

供應商應建立一個程序來管控所有過程中的規格，其中 Cpk 連續兩個季度超過 2.3，這樣兩個季度的過程中位數的規格限值不超過 6 西格瑪，並且收緊限制確保 $Cpk > 1.67$ 此程序可能由 AWSC 審核

The supplier shall establish a procedure to tighten all in-process specifications where a Cpk exceeds 2.3 for two consecutive quarters such that spec limits do not exceed 6 Sigma from the process median of the two quarters and tightened limits assure Cpk is > 1.67 This procedure may be



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reviewed by the AWSC

6.2.9 綠色採購供應商規範 Green Procurement Supplier specification

AWSC 致力於營運範疇中對環境的保護。我們致力於透過業務活動控制對環境的影響，同時促進整個實體和員工的環境改善，並要求及輔導重要供應商應取得 ISO14001 認證。我們已製訂了具體要：IS-P-009 環境危害物質管制程序、IS-S-019 零部件和元件等中含有的環境管理物質管理規範，所有合格的原物料供應商必須遵守這些要求，以確保在 AWSC 購買的組件或材料中不使用已識別的禁用物質。

AWSC is committed to the protection and preservation of the environment in AWSC its business operations. We strive to control impacts to the environment from business activities while promoting environmental improvement throughout our entities and associates. We ask and coach key suppliers to obtain ISO14001 certification. We have established specific requirements: IS-P-009 and IS-S-019 to which all Qualified Raw & Supply Material suppliers must comply with which ensure identified banned substances are not used in components or materials purchased by AWSC.

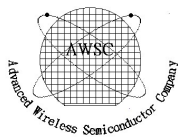
6.2.10 為確保承攬商之安全衛生，我們已經制訂IS-S-003 作業安全衛生管理規範，所有合格的承攬商必須遵守這些要求，以確保在AWSC各工作區域公司人員及承攬商施工人員之安全衛生。

To ensure safety and health for all contractors, we have established specific requirements: IS-S-003 to which all qualified contractors must comply. And make sure the safety for people and contractors in AWSC.

6.2.11 衝突礦產政策 Conflict Minerals Policy

許多行業，包括半導體和電子行業，在其產品和製造工藝中使用錫，鉭，鎢（也稱為3T），金和鈷。黃金和用於生產錫，鉭和鎢的礦物在世界各地開採，包括在非洲中部和南部。

Many industries, including the semiconductor and electronics industries, utilize tin, tantalum, tungsten (also known as the 3Ts), gold and cobalt in their products and manufacturing processes. Gold and the minerals used to produce tin, tantalum and tungsten are mined throughout the world, including in central and southern Africa.



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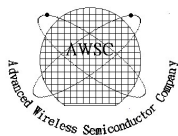
一些礦山的經營者在非洲中部和南部，特別是在剛果民主共和國（DRC）以及與剛果民主共和國（涵蓋國家）共享國際公認邊界的國家開採這些礦物，據稱造成了猖獗的侵犯人權行為關於剛果民主共和國和鄰國的人口，並利用這些礦物貿易的收益在剛果民主共和國及其周邊地區進行暴力衝突。要了解有關衝突礦物的更多詳細信息和定義，請訪問責任礦物倡議（RMI）網站。

The operators of some mines extracting these minerals in central and southern Africa, particularly in The Democratic Republic of Congo (DRC) and the countries sharing an internationally recognized border with the DRC (the Covered Countries), are known to have inflicted rampant human rights abuses on the population of The Democratic Republic of Congo and adjoining countries and to have used the proceeds from the trade in these minerals to engage in violent conflicts in the DRC and its surrounding areas. To know more detailed information and definition about Conflict Minerals, please visit Responsible Minerals Initiative (RMI) website at <http://www.responsiblemineralsinitiative.org/>

AWSC致力於負責任地採購礦物。我們已經制訂了與國際公認的經合組織盡職調查框架一致的計劃，每半年評估我們的供應鏈，並要求我們的供應商也這樣做。禁止供應商向AWSC提供已知來自剛果民主共和國或相鄰國家的材料，這些材料尚未通過公認和可信的第三方案程序，如透過負責任的礦產保證程序（RMAP）確認為“DRC無衝突”。

AWSC is committed to the responsible sourcing of minerals. We have established programs aligned with the internationally recognized OECD due diligence framework¹ to regularly evaluate our supply chain every 6 months and require our suppliers to do the same. Suppliers are prohibited from supplying AWSC with materials known to be derived from the DRC or adjoining countries that have not been confirmed as “DRC Conflict-Free” via a recognized and credible third party process such as the Responsible Minerals Assurance Process (RMAP).

“經合組織盡職調查框架”是指經濟合作與發展組織的指導，題為“經合組



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織盡職調查指導”受衝突影響和高風險地區的礦產負責任供應鏈。“

“OECD due diligence framework” refers to the Organization for Economic Co-Operation and Development’s guidance titled “OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas.”

這些規定適用於直接向我們提供上述金屬的所有AWSC供應商，或包含在組件或其他材料中的金屬。

These provisions apply to all AWSC suppliers providing us the above listed metals, either directly, or contained within components or other materials.

供應商必須致力於從RMAP（或同等）計劃認證的冶煉廠獲得100%的衝突礦物供應。目前，AWSC要求所有供應鏈冶煉廠都在RMAP審核冶煉廠（無衝突）或活躍冶煉廠（在審核過程中）的清單上。

Suppliers must work towards getting 100% of their conflict minerals supply from RMAP (or equivalent) program certified smelters. At this time, AWSC is requiring ALL supply chain smelters to be on the RMAP list of audited smelters (conflict-free) or active smelters (meaning in the audit process).

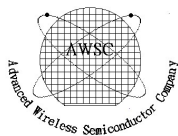
RMAP審核和活性冶煉廠的列表可在以下網址找到：

<http://www.responsiblemineralsinitiative.org>。

未經RMAP審核或活動的冶煉廠應從供應鏈中移除。注意：對於黃金，LBMA（倫敦金銀市場協會）流程被認為是與RMAP相當的經批准的審計流程。符合LBMA的設施包含在RMI網站的RMAP列表中。

Lists for both CFSP audited and active smelters can be found at:

<http://www.responsiblemineralsinitiative.org>. Smelters not RMAP audited or active shall be removed from the supply chain. Note: For gold, the LBMA (London Bullion Market Association) process is considered an approved audit process equivalent to RMAP. Facilities that are LBMA compliant are included in the RMAP list on the RMI website.



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為了支持AWSC衝突礦產政策，供應商需要具備以下條件：

In support of AWSC Conflict Minerals policy, suppliers are required the following:

- 制定了包含DRC無衝突採購的政策。

A policy in place that includes DRC Conflict-Free sourcing.

- 評估和監控供應鏈的系統，確保所有金屬均使用合理的盡職調查確認為DRC無衝突，包括但不限於確定原產國。應要求向AWSC提供該系統的證據。系統必須符合“多德 - 弗蘭克華爾街改革和消費者保護法”第1502條的要求以及美國證券交易委員會（SEC）實施的相關法規。

A system by which supply chain is evaluated and monitored ensuring all metals are confirmed as DRC Conflict-Free using reasonable due diligence including, but not limited to identification of country of origin. Evidence of this system shall be provided to AWSC upon request. Systems must conform to the requirements of section 1502 of the Dodd-Frank Wall Street Reform and Consumer Protection Act and the associated regulations as implemented by the United States Securities and Exchange Commission (SEC).

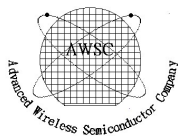
- 根據要求填寫並返回AWSC衝突礦物報告模板（CMRT），識別所有冶煉廠及其原產國，AWSC保存相關文件十年。

Complete and return to AWSC upon request the Conflict Minerals Reporting Template (CMRT), identifying all smelters and their countries of origin.

AWSC saves related documents for ten years.

6.2.12 資訊安全管理 Information Security Management

供應商應建立適當之資訊安全管理措施，以保護其營運資訊及本公司相關資訊之機密性、完整性與可用性，並採取合理措施防止資料外洩及其他資訊安全風險。如發生可能影響宏捷資訊安全、供貨能力或合作關係之重大資訊安全事件，供應商應主動通知宏捷，說明事件影響並採取適當之改善及預防措施。



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Suppliers shall establish and maintain appropriate information security management practices to safeguard the confidentiality, integrity, and availability of their own business information and any information entrusted by our Company. Appropriate measures shall be implemented to prevent data breaches, and other information security threats.

If a material information security incident occurs that may affect AWSC's information, supply capability, or business relationship, the Supplier shall promptly notify AWSC, disclose the nature and potential impact of the incident, and take appropriate corrective and preventive actions.

6.2.13

本供應商手冊如有修訂，最新版將公告於 AWSC 官網

<http://www.awsc.com.tw>，自公告之生效日起適用並取代所有舊版

本。供應商應定期查閱並遵循最新版內容。供應商接受本公司採購訂單或提供產品、服務時，應遵循公告時有效之最新版供應商手冊。

If this Supplier Handbook is revised, the latest version will be published on AWSC's website and shall be effective as of the announced effective date, superseding all previous versions. Suppliers are responsible for periodically reviewing the latest version and complying with its requirements. By accepting AWSC's Purchase Order(s) or providing products and/or services, suppliers agree to comply with the latest effective version of this Supplier Manual as published on AWSC's website.

7.0 使用表單(Attachment)

None.