

## 人力資源/人權政策 Human Resources/Human Rights Policies - I

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PDC is dedicated to protecting its employees' rights and interests, and it strictly complies with labor related laws and regulations in all countries where we operate. The Company follows the United Nations Global Compact (UNGC), the Universal Declaration of Human Rights (UDHR), the International Labor Organization 's Declaration on Fundamental Principles and Rights at Work, as well as the spirit and fundamentals of protecting human rights embodied in such international human rights treaties. WTC always promotes and supports human rights, including equal employment opportunities, prohibition against discrimination and/or harassment based on race/ethnicity, gender, sexual preference/orientation, age, religion, or disability as provided by law. We also maintain affirmative action plans, training programs, activities and procedures that comply with government requirements and corporate standards. In addition, we encourage employees to achieve company objectives in regards to environment safety and integrity by doing the following:

信昌電陶一向十分重視員工能力與專長之多元化，秉持公平合理原則對待所有的員工。本公司恪守全球各營運據點所在地之勞動相關法規，保障員工之合法權益，並遵循《聯合國全球盟約》、《聯合國世界人權宣言》及《國際勞工組織工作基本原則與權利宣言》等各項國際人權公約所揭櫫之人權保護精神與基本原則，人資管理上絕對兼顧制度化與人性化，在任用、薪酬、訓練、升遷、解僱、退休等方面，決不受種族、社會階級、性別、性向或政黨傾向等因素的影響。透過發展最佳的方案和制度來留住及培育最適任的員工，要求員工在以員工安全及誠信為首要工作原則的前提下，鼓勵員工達成公司目標。具體方案如下：

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- Hiring and recruiting employees according to competency required by the position Retaining and attracting diverse and best possible talents to work as a team. Abolish child labor and Eliminate forced labor. There is no discrimination based on personal age, gender, sexual orientation, physical and mental disability, race, religion, political orientation or pregnant women.  
多元包容與工作機會均等依組織需求評估所需的人力，藉由對外吸收優秀人才及對內留任績效表現傑出同仁，確保組織擁有傑出優秀的工作團隊，並依據各職務之職能需求進行招募與任用。禁用童工及禁止強迫勞動，不因個人年齡、性別、性向、身心障礙、種族、宗教、政治傾向或懷孕婦女而有差別待遇。
- Providing training, education and educational assistance to employees. Support personal and professional development.  
職涯發展 界定各組織功能所需的專業知識、技能及特定專長，依員工在組織之不同發展階段提供員工工作所需的相關知識與技能，並將針對個別員工的能力狀況及發展需求，提供職涯發展協助。
- Compensation paid to workers shall comply with all applicable wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits. Recognizing and rewarding excellence in employees' performance and contribution to the company. Knowing personal productivity accounts for team productivity.  
薪資福利 提供員工符合甚至優於當地法令所要求之最低限度的工資與福利。給予績優同仁肯定與獎賞，並以有效的激勵方案來激發同仁展現傑出的績效表現。薪酬制度以對外提供具競爭力，對內具公平性為原則：對於績效持續超越期望的同仁除了在薪酬上獲得獎勵外，亦有機會獲拔擢與升遷。

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- Encouraging open communication between employees and their superiors concerning their performance and potential professional growth. Using internal meetings, labor union, intranet bulletin and formal announcements to express company vision, objectives and policies.  
員工關係與溝通增進同仁自尊自重及自我成長的能力，以尋求組織整體效能的精進。關懷員工需求，提供員工安全無虞的工作環境。包括溝通、保護以及紀律等方案的推動。透過工會、社團及不同的管道(部門會議、公佈欄、網上公告等等...)促進勞資雙方彼此的瞭解，使全體員工更有效率地朝共同目標前進。更讓員工瞭解公司的願景、目標及方向，並引導員工個人目標趨於和公司一致，達成雙贏的關鍵。
- Providing a safe workplace that complies with government policies and requirements. In addition, allocating appropriate resources to implement programs for work-related accident/injury prevention.  
工作環境 本公司「環境暨安全衛生政策」中不斷重申，本公司以提供符合安全、衛生的工作環境為第一優先考量，作為對員工的安全承諾。在做法上，不但提供一個安全的環境給員工，同時加強員工安全衛生的知識與技能，避免公傷及工安事件發生。
- We are dedicated to giving back to the community by encouraging employee involvement in community services. WTC Charity Club is the internal overseeing organization.  
社會責任 我們相信企業慈善的影響力無限，身為國家社會的一份子，營運資源取之於國家社會，更應為國家社會盡一分心力。成立慈善社團—慈輝社，實踐回饋國家社會的意念。

總經理President 陳淳學 CH CHEN January 1,2025