

List of Matters Required to Be Handled by Issuers of Listed Securities

I. TWSE Listed Companies

A. Regular Items

Published by the Domestic Listing Department and Foreign Listing Department of the Taiwan Stock Exchange Corporation on ~~October~~ August 12, 2018⁷

h	Time/No.		Matters to be Reported	Summary and Documents to be Submitted for Application or Reporting	Legal Basis
	Mont	Date No.			
1	2	1	Securities Listing Fees (including initial listing fees and annual fees; no listing fee would be charged for corporate bonds) Note: To be paid at initial listing and prior to the end of each January thereafter.	Upon the receipt of the list of listing fees, please contact the Finance Department of TWSE for payment. (Tel: 81013101 transferring to the Finance Department)	1. Article 43 of the Securities Listing Agreement 2. Taiwan Stock Exchange Corporation Securities Listing Fee Schedule 3. Letter No. 76-Tai-Tsai-Cheng-2-5425 dated July 13, 1987 4. Letter No. 76-Tai-Tsai-Cheng-1-15133 dated September 22, 1987 5. Letter No. Tai-Cheng-76-Shang-1994 dated September 11, 1987
		1	Changes in domestic and overseas securities issued (including convertible (with warrants or exchangeable) corporate bonds, preferred shares, stock warrant certificate, certificate of payment of shares, certificates of entitlement to new shares form convertible bond, and employee stock option certificates, etc) for the preceding month shall be reported prior to the 5 th day of each month and the maintenance of numbers of ordinary shares listed on TWSE.	1. The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/reporting of conversion of domestic and overseas securities/reporting of conversion of domestic and overseas securities/new/select the applicable securities name (type) and then file report). Please set "exempt from reporting" if no such securities were issued. 2. The maintenance of numbers of ordinary shares listed on TWSE shall be uploaded to the Market Observation Post System (sii.twse.com.tw/domestic securities reporting/common shares or TDR, effective on the 15 th day of the current month which shall be postponed if the day falls on a holiday).	1. Subparagraph 20, Paragraph 1, Article 3 of Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds 2. Letter No. Tai-Cheng-Shang-0920024111 dated October 6, 2003
1	5		Information about outstanding overseas securities; or the related parties in the relevant applications for redemption of overseas depositary receipts or conversion of overseas corporate bonds or exercise of warrants, and (1) names, (2) nationalities, and (3) number of subscribed shares of the shareholders whose accumulative applications for redemption or conversion or number of subscribed shares are more than 10% of the total issued overseas securities in such applications. Note: The information for the preceding month shall be reported prior to the 5 th day of each month.	The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/reporting of overseas securities /statements of outstanding and redemption balance of overseas stocks, statements of outstanding overseas depositary receipts, statements of changes in overseas corporate bonds, and statements of changes in overseas convertible bonds, and statements of changes in overseas corporate bonds with warrants).	1. Articles 21, 28 and 36 of the Regulations Governing the Offering and Issuance of Overseas Securities by Issuers 2. Subparagraph 11, Paragraph 1, Article 3 of Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds

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		Information on employee number and employee benefit expenses of domestic listed companies for the fiscal year.	<p>1. <u>The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/information on employee number and employee benefit expenses/filing of the details of employee benefit expenses).</u></p> <p>2. The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/information on employee number and employee benefit expenses).</p>	Subparagraph 14, Paragraph 1, Article 3 of Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds
	14			
		Unaudited income information (voluntary filing). Note: Companies voluntarily subject to monthly filing shall continue the filing until the end of the fiscal year.	The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of unaudited income).	Subparagraph 5, Paragraph 1, Article 3 of Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds
	15			
3	31	Information of director/supervisor remunerations in the most recent fiscal year (for example, filing must be made for the year of 2015 in the end of March 2016). Note: If the employee compensation distributed to directors is subject to further negotiation and discussion, the actual number of compensation must be filed within 10 days following the end of each fiscal year.	The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of directors and supervisors remunerations). For a company that did not have any consolidated financial report for the most recent year, it is exempted from filing of the consolidated financial report for director/supervisor remunerations.	Subparagraph 25, Paragraph 1, Article 3 of Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds
4	1	Consolidated list of the maximum number of shares and amount that a listed company is permitted to buy back its own shares.	The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of treasury stocks/filing of maximum number of shares and amount that a listed company is permitted to buy back its own shares). Regardless of whether a listed company keeps any shares in its treasury, the company is required to file "the maximum number of shares and amount that a listed company is permitted to buy back its own shares" as disclosed in its latest financial statements.	Subparagraph 16, Paragraph 1, Article 3 of Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds
4	5	Changes in domestic and overseas securities issued (including convertible (with warrants or exchangeable) corporate bonds, preferred shares, stock warrant certificate, certificate of payment of share certificates of entitlement to new shares	1. The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/reporting of conversion of domestic and overseas securities/reporting of conversion of domestic and overseas securities/new/select the applicable securities name (type) and then file report). Please	1. Subparagraph 20, Paragraph 1, Article 3 of Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed

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List of Matters Required to Be Processed by Issuers of Exchange-Listed Securities

I. Listed Company

B. Non-Regular Items

Published by the Domestic Listing Department and Foreign Listing Department of Taiwan Stock Exchange Corporation on ~~October 2,~~

~~2017~~ August 1, 2018

Item	Matters to be Reported	Reporting time	Summary and Documents to be Submitted for Application or Reporting	Legal Basis
	3. Directors, supervisors, managerial officers, and shareholders holding 10% or more of the total shares of the company file creation or release of pledges.	Within 5 days from the creation or release of pledges.	The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/post-filing by insiders/filing of shareholding or creation of pledges by insiders).	1. Article 4 of the Regulations Governing the Administration of Shareholder Services of Public Companies 2. Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds
15	Filing of change of the location of the office of the securities transfer agent, its responsible person, etc.	Within 3 days after receipt of the post reporting letter from Taiwan Depository & Clearing Corporation.	1. Letter. 2. Process the signature card at the securities affairs service agent (Please contact the Domestic Listing Department (for domestic companies) and the Foreign Listing Department (for primary listed companies) of Taiwan Stock Exchange Corporation for the number of the required copies). (Note: If the change of issue does not involve a change of the responsible person or the seal designated for the share transfer, the company may notify the Domestic Listing Department and the Foreign Listing Department of Taiwan Stock Exchange Corporation for it to notify each securities underwriter, without the need to amend the signature card. 3-2. Two copies of the shareholders' affairs service agent agreement. 4-3. One copy of the post reporting letter from Taiwan Depository & Clearing Corporation. 5-4. The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of basic information of the company).	1. Paragraph 1, Article 44 of the Operating Rules of the Taiwan Stock Exchange Corporation 2. Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds <u>3. Article 3-3 of the Regulations Governing the Administration of Shareholder Services of Public Companies, Letter No. Tai-Cheng-Shang-1-10718036711 dated July 30, 2018.</u> 3-4.
16	Change to the content of the share certificates (including changes in the name of the company, the type of shares, or other contents).	After the change to the content of the share certificates has been approved.	1. Three copies of the application for change to the content of the listed shares and its attachment. 2. Two copies of the plan for the procedure to exchange the share certificates (specifying the details of procedures for exchanging the share certificates). 3. Two copies of the approval letter issued by the competent authority. 4. The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of change of company name) after the company changes its name. 5. The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of basic information of the company).	1. Article 45 of the Operating Rules of the Taiwan Stock Exchange Corporation, 2. Article 1 of the Taiwan Stock Exchange Securities Agreement 3. Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds

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List of Matters Required to Be Handled by Issuers of Listed Securities

VI. Taiwan Depository Receipts ("TDR")

B. Non-Regular Matters

Published by the Domestic Listing Department and Foreign Listing Department of the Taiwan Stock Exchange Corporation on ~~December 07,~~

~~2016~~ August 1, 2018

Item	Matters to be Reported	Reporting Time	Summary and Documents to be Submitted for Application or Reporting	Legal Basis
			business. 6. Five copies of the stamped contract for listing. Upload material information.	
		2 business days after the date of the written response by Taiwan Stock Exchange Corporation Effective date of replacement of depository	1. The information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of basic information of the company) 2. The announcement should be published consecutively for a period of 3 months.	
20	Documents and information submitted to the original listing exchange or supervisory authorities.	At the time when submitting to the original listing exchange or supervisory authorities.	Documents and information submitted to the original listing exchange or supervisory authorities should be simultaneously submitted to the Taiwan Stock Exchange Corporation.	Paragraph 2, Article 5 of the "Procedures for Verification and Disclosure of Material Information of Companies with Listed Securities".
21	The funds raising plan and custody method, sources of funds for repaying corporate bonds, and concrete explanations thereof.	By the 10 th day of each month during the six-month period prior to the due date of the corporate bonds or redemption date.	The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of creditworthiness (a issuing company without any bond issuance need not tick this reporting item)/explanations regarding sources of funds for repaying corporate bonds and whether there is any doubts thereof (on a monthly basis during the six-month period prior to the due date of the corporate bonds or redemption date, whichever is earlier)).	Taiwan Stock Exchange Corporation Rules Governing Information Reporting by Companies with Listed Securities and Offshore Fund Institutions with Listed Offshore Exchange-Traded Funds.
22	Appointment of the litigious and non-litigious agent in the Republic of China	At the time of issuance of TDRs and at the time when subsequent changes are made.	1. At the time of change, the relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of material information/filing of material information) for public announcement of the material information. 2. The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/matters that foreign securities issuers are required to publicly announce and to file/reporting of litigious and non-litigious agent of primary and secondary listed companies).	Article 165-3 of the Securities and Exchange Act
23	Filing of change of the location of the office of the securities transfer agent, its responsible person, etc.	Within 3 days after the decision has been made.	1. Letter. 2. Process three copies of the signature card at the securities affairs service agent. (Note: If the change at issue does not involve a change of the responsible person or the seal designated for the share transfer, the company may notify the Foreign Listing Department of Taiwan Stock Exchange	1. Paragraph 4, Article 44 of the Operating Rules of the Taiwan Stock Exchange Corporation. 2. Letter No. Tai-Cheng-Shang-1-10718036711 dated July 30, 2018.

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B. Non-Regular Matters

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~~2016~~ August 1, 2018

Item	Matters to be Reported	Reporting Time	Summary and Documents to be Submitted for Application or Reporting	Legal Basis
			<p>Corporation for it to notify each securities underwriter, without the need to amend the signature card.</p> <p>3-2. Two copies of the shareholders' affairs service agent agreement.</p> <p>4-3. The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/filing of basic information of the company).</p>	
24	Listing of additional TDRs (issued due to the shareholders' preemptive right in the event of a rights issue or other free distribution of shares).	Two business days before listing	<p>1. The relevant information and the said attachments shall be uploaded to the Market Observation Post System (sii.twse.com.tw/number of ordinary shares listed on TWSE/reporting of the increase or decrease in the number of unit of TDR).</p> <p>2. The relevant information shall be uploaded to the Market Observation Post System (sii.twse.com.tw/domestic securities reporting/common shares, effective on the listing date). Or updating the information on the number of shares shown in the Market Observation Post System (sii.twse.com.tw/number of ordinary shares/reporting of the increase or decrease in the number of unit of TDR), effective on the listing date.</p>	<p>1. Article 28 of the Taiwan Stock Exchange Corporation Rules Governing Review of Securities Listings.</p> <p>2. Operational Procedures for the Review of Foreign Securities for Listing by the Taiwan Stock Exchange Corporation.</p> <p>3. Letter No. Tai-Cheng-Shang-2-1051702581 dated July 1, 2016</p>

The English translation of this document is provided by Lee and Li, Attorneys-at-Law. In the event of any discrepancies between the Chinese version and the English version, the Chinese manual should prevail.