

The Rules of Shareholders' Meeting Procedures

1. Objectives:

These Rules are duly enacted to assure a sound governance system with a wholesome superintending function and strengthened management performance. Any matters insufficiently provided for herein shall be subject to laws and ordinances concerned.

2. Scope:

These Rules govern the progress of TPK's shareholders' meeting unless otherwise prescribed in laws and ordinances concerned or TPK's Articles of Incorporation.

3. Operating procedures:

3.1. TPK's shareholders' meeting shall be convened by the board of directors unless otherwise prescribed in laws and regulations, or TPK's Articles of Incorporation. Where shareholders who have continually held more than 3% of the total outstanding shares of TPK for more than one year duly propose to the board of directors to convene a special (extraordinary) meeting of shareholders and where the notices to a special (extraordinary) meeting of shareholders are not served to shareholders within fifteen days after such shareholders propose, the proposing shareholders may declare to the competent authorities of the government for approval and take the initiative to convene a special (extraordinary) meeting of shareholders.

3.2. The shareholders' meeting agenda shall be duly worked out for convening of a shareholders' meeting.

3.2.1. The Company shall, thirty days prior to a regular meeting of shareholders or fifteen days prior to an extraordinary meeting of shareholders, publish the notice of the shareholders' meeting, the proxy instrument, agendas and materials relating to matters for approval and matters for discussion (including but not limited to election or discharge of directors) via the Market Observation Post System in electronic form. If the voting power of a shareholder at a shareholders' meeting shall be exercised by way of a written ballot, the Company shall also send the written document used for the exercise of voting power together with the above mentioned materials. The Company shall prepare a meeting handbook of the relevant shareholders' meeting and supplemental materials, which shall be transmitted to the Market Observation Post System twenty-one days prior to a regular meeting of shareholders and fifteen days prior to an extraordinary meeting of shareholders. Prior to fifteen days of the shareholders' meeting, the publication of a meeting handbook of the relevant shareholders' meeting and supplemental materials should be completed for shareholders' review from time to time, should be displayed at the Company and the stock transfer

agent of the Company and should be distributed at shareholders' meeting.

- 3.2.2.** Notices and public announcements shall expressly bear the subjects of the meeting. Subject to consent by the counterparts, notices may be served by electronic means.
- 3.2.3.** Matters relating to (a) election or discharge of directors, (b) change of the Amended and Restated Memorandum of Association and Articles of Association of the Company, (c)(i) dissolution, merger, division, (ii) association of the Company, change in or termination of leasehold of the Company's business operation in full, consigned business operation, execution of a contract to team up with another party in joint business operation, (iii) transfer of business operation or properties either in whole or in part, (iv) inward transfer of another's business operation or properties in full which has a significant impact upon the Company, (d) permission to directors for actions within the Company's business scope for themselves or for other firms, (e) allocation of dividend or bonus by means of issuing new shares, issuance of new shares by means of reserve to be converted into capital increase (re-capitalization), capitalizing all or part of retained earnings, legal reserve, or other funds defined in Article 35 of the Amended and Restated Memorandum of Association and Articles of Association of the Company by issuing new shares, (f) issuance of equity-oriented securities by the Company through private placement, and (g) matters set forth in Articles 56-1 and 60-2 of the Regulations Governing the Offering and Issuance of Securities by Securities Issuers as applied mutatis mutandis under Paragraph 2 of Article 60 of the Regulations Governing the Offering and Issuance of Securities by Foreign Issuers, shall be expressly enumerated in the agenda of the shareholders' meeting and shall not be posed by means of occasional (extemporaneous) motions.
- 3.2.4.** A shareholder who holds more than 1% of the outstanding shares may pose proposals to the Company in writing, but only for one issue in the proposal. Issue(s) numbering more than one in the proposal shall not be entered as proposals. An issue posed by a shareholder which cannot be resolved in a shareholders' meeting, an issue posed by a shareholder who holds less than 1% of the Company's outstanding shares at the moment when the Company suspends share transfer, or an issue posed at a time beyond the timeframe specified in the public announcement for acceptance shall not be accepted by the board of directors as an issue.
- 3.2.5.** TPK shall issue a public announcement for the period to accept proposals posed by shareholders before suspension of acceptance of share transfer for

convening of a regular meeting of shareholders. The timeframe to accept proposals shall not be less than the minimum of ten days.

- 3.2.6.** An issue proposed by a shareholder shall be written within the maximum of three hundred Chinese characters. A proposal beyond the maximum limit of three hundred Chinese characters shall not be accepted into the agenda. A shareholder who poses a proposal shall attend the regular meeting of shareholders either in person or through a proxy and shall participate in discussion of the issue.
- 3.2.7.** TPK shall keep the proposing shareholders informed of the acceptance or rejection of the proposals prior to serving the notices of the regular meeting of shareholders and shall enter the accepted proposals into the notices of the regular meeting of shareholders. About proposals posed by shareholders which are not accepted into the agenda, the board of directors shall explain the reason of rejection in the regular meeting of shareholders.
- 3.3.** For each shareholders' meeting, a shareholder may issue a power of attorney with a form provided by TPK expressly defining the scope of the authorized powers to authorize a proxy to attend the shareholders' meeting on his or her behalf.

 - 3.3.1.** A shareholder may issue only one power of attorney and may authorize only one proxy. The power of attorney shall be served to TPK five days prior to the date scheduled for the meeting. In case of double powers of attorney found, they shall be accepted on the "first in, first out" basis unless the preceding power of attorney is declared withdrawn.
 - 3.3.2.** In the event that a shareholder intends to participate in a shareholders' meeting in person or intends to exercise voting power in writing or by electronic means after serving the Power of Attorney to TPK, such shareholder shall withdraw his or her power of attorney in writing not later than two days preceding the date scheduled for the shareholders meeting. In case of withdrawal of the power of attorney beyond such deadline, the voting power cast by his or her proxy shall prevail.
- 3.4.** A shareholders' meeting shall be convened in a location where TPK is located or a location appropriate for the shareholders' meeting. A shareholders' meeting shall be duly convened not earlier than 9:00 a.m. nor later than 3:00 p.m. The Company shall fully consider the opinion of independent directors when determining the time and location for convening the shareholders' meeting.

 - 3.4.1.** The Company shall expressly provide the time and location at which shareholders sign in for the shareholders' meeting and other important matters in the notice of the shareholders' meeting.

- 3.4.2.** The shareholders' sign-in has to begin at least thirty minutes before the shareholders meeting begins. The sign-in location should be clearly marked and staffed by adequate and competent employees.
- 3.4.3.** The Company shall hand over to a present shareholder the agenda, annual report, participation certificate, slip for floor (speech), ballots and other documents for the meeting, as well as election vote(s) in case of a shareholder who is entitled to elect directors.
- 3.4.4.** A shareholder shall participate in a shareholders' meeting based on his or her participation certificate, sign-in card or other certificate for participation. The Company shall not unreasonably request shareholders to provide additional identification documents other than the certificate presented by the shareholders attending the shareholders' meeting. A solicitor seeking proxy shall present his or her identity certificate for proof. A present shareholder may submit his or her sign-in card instead of signing in the sign-in book.
- 3.4.5.** A shareholder as the government entity or as a juristic (corporate) person may participate in the shareholders' meeting with more than one representative. A juristic (corporate) person shareholder who is authorized to participate in the shareholders' meeting as a proxy may assign only one representative to participate in the meeting.
- 3.5.** A shareholders' meeting shall be chaired by the Chairman of the Board if convened by the board of directors. During the absence or unavailability of the Chairman of the Board, s/he shall, in advance, appoint a vice chairman to act in his/her place. If there is no vice chairman or if the vice chairman is unavailable as well, the Chairman of the Board shall appoint a director to act in his/her place. In the event that the Chairman of the Board does not appoint a substitute, or the substitute cannot discharge this duty for some reason, one director shall be elected from among those directors who are present to act.
- 3.5.1.** A shareholders' meeting convened by the board of directors shall be attended by directors who represent a majority of the total number of directors, at least one independent director, and at least one of all functional committee members. The attendance condition should be recorded in the minutes of the shareholders' meeting.
- 3.5.2.** In the event that the shareholders' meeting is convened by a person beyond the board of directors, the shareholders' meeting shall be chaired by that convener. In case of two or more conveners, one of them shall be elected to chair the meeting.
- 3.5.3.** TPK may assign the retained Attorney(s)-at-Law, Certified Public Accountant(s) or relevant personnel to participate in the shareholders'

meeting as an observer.

- 3.6.** The entire process of a shareholders' meeting shall be videotaped or recorded in sound and shall be archived for a minimum of one year. In case of a litigious action taking place because of inappropriate process to convene the shareholders' meeting or an inappropriate decision resolved, the video or sound archives shall be continually stored until the litigious action is concluded.
- 3.7.** Shareholders participating in a shareholders' meeting shall be duly calculated based on the shares they represent. The total number of shares participating in the meeting shall be calculated based on the sign-in cards plus the number of shares exercising the voting powers in writing or through electronic means. The chairperson of the board of directors meeting shall call the meeting to order at the time scheduled for the meeting. In the event that the meeting is attended by shareholders who represent less than a majority of the total outstanding shares at the time scheduled for the meeting, the chairperson may announce postponement of the meeting. The total number of postponements shall not exceed the maximum of twice and the total time accumulated for the postponement shall not exceed an hour. In the event that the shareholders' meeting is attended by the shareholders who represent cannot reach the quorum after two postponements, the chairperson shall announce that the meeting is aborted.
- 3.8.** Where a shareholders' meeting is convened by the board of directors, the agenda shall be fixed by the board of directors. The meeting shall be handled based on the scheduled agenda which shall not be changed unless resolved by the shareholders' meeting.

 - 3.8.1.** The provision set forth in the preceding paragraph is applicable *mutatis mutandis* to a shareholders' meeting which is convened by a person beyond the board of directors.
 - 3.8.2.** The chairperson shall not announce adjournment of the meeting until the contents set forth in the agenda mentioned in two preceding paragraphs and the occasional (extemporaneous) motions are concluded in the meeting. In the event that the chairperson breaches the rules of the meeting by announcing adjournment of the meeting, other members of the board of directors shall promptly try to help maintain legal procedures. A new chairperson shall be elected from among the present shareholders to preside over the meeting.
 - 3.8.3.** The chairperson shall grant adequate opportunities to shareholders to explain the issues they propose, the amendments (including occasional (extemporaneous) motions and to discuss such issues. Where the discussion of an issue during the meeting is believed to be up to the level that

allows a final decision, the chairperson may announce discontinuance of the discussion and enter into the resolving process for a decision.

- 3.9.** A present shareholder who intends to present a speech shall issue a slip of presentation beforehand. The slip of presentation shall expressly remark the subjects of speech, account number of shareholder (or code of the participation certificate), so that the chairperson may decide the order of presentation.
 - 3.9.1.** A shareholder who has submitted the slip of presentation but does not speak up is deemed as not having offered presentation. In case of a discrepancy found between the slip of presentation and content of actual speech, the content of actual speech shall prevail.
 - 3.9.2.** On the same issue, each shareholder shall not make two presentations unless permitted by the chairperson. Each presentation shall not exceed the maximum of five minutes. Where a shareholder speaks against the rules or beyond the scope of the subject issue, the chairperson may stop such shareholder from continual presentation.
 - 3.9.3.** Where a present shareholder gives his or her presentation, other shareholders shall not speak to interfere with the presentation unless agreed upon by the chairperson and the speaking shareholder. Otherwise the chairperson shall stop such violating shareholder.
 - 3.9.4.** Where a juristic (corporate) person shareholder appoints two or more representatives to participate in a shareholders' meeting, only one representative may be appointed from among themselves to speak up for the same issue. After a present shareholder gives a presentation, the chairperson may reply in person or by appointing a relevant person to reply.
- 3.10.** The voting at shareholders' meeting shall be based on shares.
 - 3.10.1.** For the resolutions of the shareholders' meeting, the number of shares of shareholders without voting rights is excluded from the total outstanding shares.
 - 3.10.2.** Shareholders are prohibited from voting on matters in the meeting that may damage the interest of the company due to their interests in the matters or and exercising the voting rights on behalf of other shareholders.
 - 3.10.3.** The number of shares which are not entitled to exercise voting power under these Rules, the Amended and Restated Memorandum of Association and Articles of Association of the Company, or relevant laws and regulations shall not be counted into the number of voting powers of present shareholders.
 - 3.10.4.** Except a trust business or an agent for stock affairs which has been approved by the competent authority of securities affairs, when a proxy is

authorized by two or more shareholders simultaneously, the total voting powers in his/her proxy shall not exceed 3% of the total voting powers based on the issued shares. The excess in the voting power shall be discarded.

3.11. Each share hereof is entitled to one voting power except a share which has no voting power as under restriction or TPK's Articles of Incorporation.

3.11.1. Where a shareholders' meeting is convened by TPK, voting powers may be exercised in writing or by electronic means. If the shareholders' meeting will be held outside the ROC, the shareholders shall be entitled to vote in writing or by electronic means. When voting powers are exercised in writing or by electronic means, the methods to exercise such means shall be expressly remarked on the notices of the shareholders' meeting. A shareholder who exercises voting powers in writing or by electronic means shall be deemed to have appointed the chairman of the shareholders' meeting as his proxy to exercise his voting powers at such meeting in accordance with the instructions stipulated in the written or electronic document; provided, however, that such appointment shall not be deemed to constitute the appointment of a proxy for the purposes of the applicable public companies rules.. The chairman of shareholders' meeting, as proxy of a shareholder, shall not exercise the voting powers of such shareholder in any way not stipulated in the written or electronic document, nor exercise any voting power in respect of any resolution revised at the meeting or any ad hoc motion at the meeting. A shareholder who exercises voting powers in writing or by electronic means shall be deemed to waive notice of, and the right to vote in regard to any ad hoc resolution or amendment to the original agenda items to be resolve at the meeting. Should the chairman of the shareholders' meeting not observe the instructions of a shareholder in exercising such shareholder's voting powers, the shares held by such shareholder shall not be included in the calculation of votes in respect of such resolution but shall nevertheless be included in the calculation of quorum for the meeting.

3.11.2. Where a shareholder intends to exercise his or her voting power in writing or by electronic means as mentioned in the preceding paragraph, his or her expression of intent shall be served to TPK two days prior to the date scheduled for the meeting. In case of double expressions of intents, it shall be counted on the "first in, first out" basis unless the preceding expression is declared withdrawn.

3.11.3. In the event that a shareholder intends to participate in a shareholders'

meeting in person after he or she has expressed an intent to exercised voting power in writing or by electronic means, he or she shall withdraw the expression of intent in the same manner same as the exercising of the voting power not later than two days preceding the date scheduled for the meeting. Such revocation shall constitute a revocation of the proxy deemed to be given to the chairman of the shareholders' meeting. If he or she withdraws beyond such deadline, the proxy deemed to be given to the chairman of the shareholders' meeting shall not be revoked and the chairman of the shareholders' meeting shall exercise the voting powers of such shareholder in accordance with the proxy. Where a shareholder exercises voting power in writing or by electronic means and participates in the shareholders' meeting through a proxy, the appointment of the proxy shall be deemed to be a revocation of such shareholder's appointment of the chairman of the shareholders' meeting as his proxy, and the voting power exercised by his or her proxy shall prevail.

- 3.11.4.** Unless otherwise provided for in laws or the Amended and Restated Memorandum of Association and Articles of Association of the Company, matters in the shareholders' meeting shall be resolved by a majority vote of the present shareholders. During the voting process, the chairperson shall announce the number of voting powers represented by the present shares for each and every issue. On the same day after the shareholders' meeting is convened, the results of the shareholders' approval, opposition, and abstinence on the matters resolved in the shareholders' meeting shall be entered into the Market Observation Post System.
- 3.11.5.** Where the same issue develops around an amendment or a substitute, the chairperson shall fix the order of voting along with the initial issue. When one among them is formally resolved, other two shall be deemed as vetoed and call for no more voting process.
- 3.11.6.** Upon the resolving process, the ballot scrutineer and recorder shall be appointed by the chairperson. The scrutineer, nevertheless, must be chosen from shareholders. The chairperson shall announce the results of the resolving process on-the-spot and shall put the results into the minutes.
- 3.12.** Where directors are elected in a shareholders' meeting, the election process shall be duly handled in accordance with election rules enacted by TPK and the outcome of the election shall be announced on-the-spot. The election ballots shall be tightly sealed and signed by the scrutineer and shall be appropriately archived for a minimum of one year. In case of a litigious action taking place due to inappropriate process to convene the shareholders' meeting or in resolving the decisions, the

election ballots shall be continually stored until the litigious action is concluded.

3.13. Minutes shall be duly worked out for the decisions resolved in the shareholders' meeting. The minutes shall be signed or affixed with a seal by the chairperson and shall be served to all shareholders within twenty days after the meeting. The minutes may be produced and distributed by electronic means.

3.13.1. The minutes mentioned in the preceding paragraph may be served via the Market Observation Post System (MOPS).

3.13.2. The minutes of a shareholders' meeting shall duly remark the date, location, the chairperson's name, method to resolve decisions, highlights and results of the process and shall be archived permanently while TPK exists.

3.14. For the number of shares solicited by solicitors and the number of shares represented by proxies, TPK shall work out statistical statements based on the specified formula and shall expressly display such statistical statements at the arena where the shareholders' meeting is convened.

In the event that an issue resolved in the shareholders' meeting is deemed as major information as defined by laws and ordinances concerned and by the Taiwan Stock Exchange Corporation (TSEC), TPK shall transmit such information to the Market Observation Post System (MOPS) within the specified time limit.

3.15. The personnel in charge of the shareholders' meeting affairs shall wear the required identity certificates or arm-bands.

3.15.1. The chairperson may command the guards or security personnel to help maintain the order of the shareholders' meeting arena. The guards or security personnel shall bear required identity certificates or arm-bands while they are on duty in the shareholders' meeting arena.

3.15.2. Where loudspeaker equipment is installed at the shareholders' meeting site, if a shareholder speaks not with TPK provided equipment, the chairperson shall stop such shareholder from speaking.

3.15.3. If a shareholder breaches the rules of the meeting and defies the rectification from the chairperson against the progress of the meeting, the chairperson may command the guards or security personnel to have him or her quit.

3.16. During a shareholders' meeting, the chairperson may fix a time for recess. In case of force majeure taking place, the chairperson may rule a decision to suspend the progress and announce the time to resume the meeting as the actual requirements may justify.

3.16.1. In the event that the site of the shareholders' meeting cannot be continually used before the issues set forth in the agenda (including occasional

(extemporaneous) motions are concluded, a new site may be sought to continue the process as resolved by the shareholders' meeting.

3.16.2. The shareholders' meeting may resolve a decision to postpone the meeting or to resume the meeting within five days.

3.17. Any matters insufficiently provided for in these Regulations shall be in accordance with relevant laws and regulations and the Amended and Restated Memorandum of Association and Articles of Association of the Company. These Regulations and amendment hereof shall be put into enforcement after being resolved in the shareholders' meeting. These Regulations and amendments shall be amended in a timely manner if any relative Acts or laws have been modified and shall follow such rule to be approved by the board of directors (or Audit Committee) and/or shareholders' meeting.

These Regulations were enacted and approved by the 1st shareholders' meeting held on January 8, 2010.

The first amendment was approved by the shareholders' meeting held on April 13, 2010.

The second amendment was approved by the shareholders' meeting held on May 16, 2012.

The third amendment was approved by the shareholders' meeting held on June 12, 2015.

4.Highlights of management:

- 4.1.** Whether the duties to be handled by the agent for stock affairs and by TPK itself internally have been expressly divided.
- 4.2.** Whether the process of the shareholders' meeting has satisfied laws and ordinances concerned.
- 4.3.** Whether the major decisions resolved in the special (extraordinary) meeting of shareholders have been put into public announcement through the specified website.
- 4.4.** Whether the relevant documents have been duly archived within the legally specified time limit (including the election ballots and relevant records).

5. Document of authority: Nil

6. Forms used: Nil