



## Acer Gadget Inc.

## Main duties and business execution of 2023

The business execution in 2023 is as follows:

- Assisting independent directors and general directors in performing their duties, providing required information, and arranging continuing education for directors:
  - A. Informing board members on the revision and development of laws and regulations related to corporate governance.
  - B. Compiling and providing sufficient meeting materials to meeting members, and offering appropriate and timely information and administrative assistance.
  - C. Arranging meetings of independent directors and CPAs to understand the Company's financial and business status; when necessary, assisting directors (including independent directors) in discussing internal control-related matters with the Chief Internal Auditor.
- Assisting in ensuring the compliance of the procedures and resolutions of board meetings and shareholders' meetings with laws and regulations:
  - A. Reporting the implementation of corporate governance-related items to the Board of Directors, independent directors and Audit Committee.
  - B. Making sure that the Company's shareholders' meetings and board meetings are in compliance with relevant laws and corporate governance practices.
  - C. Assisting and reminding directors to comply with laws and regulations when performing their duties or adopting formal resolutions at board meetings.
  - D. Reviewing important resolutions of the Board of Directors to be published to ensure their legality and correctness as well as the synchronization of trading information for investors.
- Assembling board meeting proposals and issuing a notice of the agenda with the
  information required for the meeting seven days before the meeting. If it is necessary to
  avoid a conflict of interest, a reminder shall be given in advance, and the minutes of the
  Board of Directors' meeting shall be prepared within 20 days after the meeting.
- Supervising the pre-registration of the date of the shareholders' meeting, and preparing a
  meeting notice, meeting handbook, meeting minutes and carrying out registration of
  amendments to the Articles of Incorporation prior to the statutory deadline.