

Advanced Optoelectronic Technology Inc.

Standard operating procedures for handling requests from directors

Article 1: To establish good corporate governance of the company, assist directors in performing their duties and improve the effectiveness of the board of directors, these operating procedures are formulated for compliance in accordance with the "Operation Directions for Compliance with the Establishment of Board of Directors by TWSE Listed Companies and the Board's Exercise of Powers"

Article 2: The Company shall handle matters related to requests from directors in accordance with the provisions of these operating procedures, unless otherwise provided by laws or Articles of association.

Article 3: The directors of the company should obtain appropriate and timely information and its form and quality is sufficient to enable the directors to make decisions with relevant information in hand and to perform their duties as directors.

Article 4: The meeting affairs unit for the board of directors of the Company shall be the finance department. The meeting affairs unit should formulate the content of the board meeting, provide sufficient meeting information, and send it together with the meeting notice. If the director believes that the meeting information is insufficient, he may request the meeting affairs unit to make up for them within 3 days. If the directors believe that the information on the proposal is insufficient, they may postpone the review upon resolution of the board of directors.

Article 5: The Company has set up a Corporate Governance Officer, who is responsible for handling matters requested by the directors, and shall handle them as quickly as possible within 7 days to effectively assist the directors performing their duties.

Article 6: All directors of the company should have access to the assistance of the corporate governance officer to ensure that board meeting procedures and all applicable laws and rules are complied with, and to ensure good information exchange among board members and between directors and management departments.

Article 7: These operating procedures shall be implemented after being approved by the board of directors. Subsequent amendments thereto shall be effected in the same manner.

This operating procedure was established on May 10, 2019.

The first revision was on August 10, 2023