

Healthy Workplace

Occupational Safety Policy

GUC is devoted to achieving zero-accident, sustainable environmental development, and to becoming a world-class benchmark company of environmental protection, health and safety. We established our Health, Safety and Environment Committee to carry out the formulation and execution of the environmental safety policies. [ISO 45001](#) certification in 2020 evidences our compliance to international standards. Based on Article 23 of the Occupational Safety and Health Act, our OHSC (Occupational Health and Safety Committee) is established for the review of issues concerning job safety. The proportion of Labor Representatives in the Safety and Health Committee is over 1/3. Regular meetings were convened by the Health, Safety and Environment Committee and perform the following policies continuously. GUC is a professional design service company, and employees of GUC are not engaged in positions with high risks or high incidences of specific diseases. In order to ensure the health and safety of each employee, to avoid health hazards due to workloads, operating environments, or mental stresses, etc., the Health, Safety and Environment Committee held regular meetings periodically, and formulates and implements the following policies according to the announcement of the Occupational Safety and Health Act: "prevention of diseases caused by abnormal workload", "protection of maternity health", "prevention of occupational diseases caused by humans", and the "prevention of workplace violence".

Prevention of Diseases Caused By Abnormal Workloads

To follow Article 324-2 of the Occupational Safety and Health Act, GUC continues to screen high-risk groups through assessment data. GUC arranges interviews with doctors for employees who work long hours and display abnormalities in results from their health checks. Working hours will be adjusted or shortened, and even job adjustments, if necessary, can be made to remove these risk factors after counseling with psychologists and health education with nurses.

In 2020, GUC assisted seven high-risk and 17 mid-risk employees with health management activities such as doctor consultations and autonomic nerve detection.

Protection of Maternity Health

In accordance with Article 30 and Article 31 of the Occupational Safety and Health Act and Article 39 of the Enforcement Rules of the same law, GUC offers lactation rooms that provide comprehensive care and assistance for our employees. We keep track of employees who are pregnant and returning to work after parental leave, including individual hazard assessments, graded management, health protection, and other fitness assessments with a doctor before and after childbirth. We also provide job adjustments if necessary. In 2020, a total of 13 employees (two pregnant, 11 within one year after parental leave, and three nursing mothers) were assisted.

Prevention of Occupational Diseases Caused by Humans

This project is in place to prevent work-related musculoskeletal hazards and injuries due to long-term exposure to poorly designed working environments, repetitive work, and bad working posture. The "Prevention of Occupational Diseases Caused by Humans" is re-evaluated and improved every year to contribute to a healthy, comfortable work area.

GUC's operating environment is mainly administrative operations, which may result in occupational diseases due to prolonged sitting postures, excessive use of eyes, incorrect posture, etc. In 2020, the "Nordic Musculoskeletal Questionnaire, NMQ" was used to investigate employees' physical conditions and screen target cases suspected of having musculoskeletal hazards. We arranged professionals to give health and medical advice, and develop improvement plans according to the evaluation results of doctors. In 2020, a total of 45 employees scored three and above in the NMQ, and two were arranged to have one-to-one physical therapy consultations and work environment adjustments.

Prevention of Workplace Violence

This plan was initiated to protect employees from physical or mental harm in the case of workplace violence. It ensures the safety, and physical and mental health of employees.

Occupational Safety-Related Training

To provide a healthy and safe work environment, and to prevent similar incidents, GUC incident training and employee repeat training take incident investigation and analysis of our employees' awareness of the causes and avoidance of workplace incidents. A 3-hour occupational safety training (including work safety and training) is covered in an Orientation class so that every employee learns and knows essential safety knowledge. 76 participants in total concluded a 100% participation rate this year.

▼ GUC 2020 Occupational Health and Safety Training Course

Employee Type		2020 Training Course	Participants	Hours	
Newly-Hired	General Training	Newly-Hired Occupational Health and Safety Training	76	3	
		Emergency Escape Training	372	1	
Existing Employees	Specific Training	Self-Defense Fire Team Drill	26	3	
		First-Aid Primary Training	1	18	
		Occupational Health and Safety Management System Article Explanation	8	2	
		Occupational Health and Safety Laws and Regulation Verification Training	8	1	
		ISO 45001 Hazard Verification Risk Assessment Training	8	2	
		Occupational Health and Safety Target and Program Setup Training	8	1	
		ISO 45001 Internal Auditor Training	9	3	
		Occupational Health and Safety Management Personnel Job Training	1	15	
		Total		517	49

Better Health

As the foundation of a company lies in its employees, the foundation of an employee is health. It is the source of efficient work and innovative thinking. GUC promotes each staff member to take on the concept of accountability, especially for their own health. The incorporation of a good diet and proper exercise into daily life, and attention to our own health condition is encouraged.

Together with local medical services, GUC provides our employees with professional one-on-one consultations, health lectures, vaccination services, blood donations, EAP, and current healthcare. It is through this that employees receive proper health education and professional advice from nurses. Our goal is to create a health-supported workplace, enhance health awareness, and strong health. In 2020, a total of 623 employees participated in 15 health-related sessions, received HPA healthy workplace certificates, and health promotion marks.

- Offering educational training programs to improve employees' awareness of safety, health, and environmental protection issues.
- Mapping out various health improvement plans to ensure employees' physical and psychological wellness.
- 623 employees participated in 15 health-related sessions in 2020.
- Regular health and safety information to develop and strengthen staff safety and health concepts.
- Ensuring our operations and services meet or exceed applicable regulations and standards for environmental protection, health, and safety.
- Ensuring a safe work environment to prevent work injury and illness.
- Staying abreast of global issues of environment protection, health, and safety. And evaluate risks and take effective risk management measures.
- Strengthen the awareness and responsibility of all employees for environmental safety and health, and establish a friendly environmental health and safety culture.
- Enhancing performance of environment protection, health, and safety with suppliers through experience sharing and collaboration.
- Setting New Goals: Zero-accidents in 2020.
- Laying out environmental inspection procedures and regulations, such as:
 1. Management procedures for examining, measuring and testing facilities
 2. Management plans for plant patrolling
 3. Maintenance and auto-checking
 4. Common regulations for hazardous products and labeling of hazardous substances
 5. Operating procedures for electrical equipment

6. Operating standards for warehouses
7. Operating standards for handling materials
8. Standard safeguards for physical health and safety
9. Operating procedures of health and safety in special areas

▼ The 8th Health, Safety and Environment Committee members

Member Representative	Department In-Charge
Committee Representative	General Manager's Office, General Manager/Ken Chen
RD Waste and Lab Representative	RD Lab/Grace Liu
OP & QRA Waste and Lab Representative	OP/C.J. Liao
Quality Assurance Staff	Quality & Reliability Assurance/Joe Chuang
Safety and Health Staff	OSM/Ian Lin
Safety and Health Staff	OSM/Cherie Lin
Welfare Committee Representative	EWC Audit / Shirley Chen
Welfare Committee Representative	EWC RD/Charming Liu
Welfare Committee Representative	EWC FIN/Joanne Chi
Medical Staff	HRD/Effy Wu