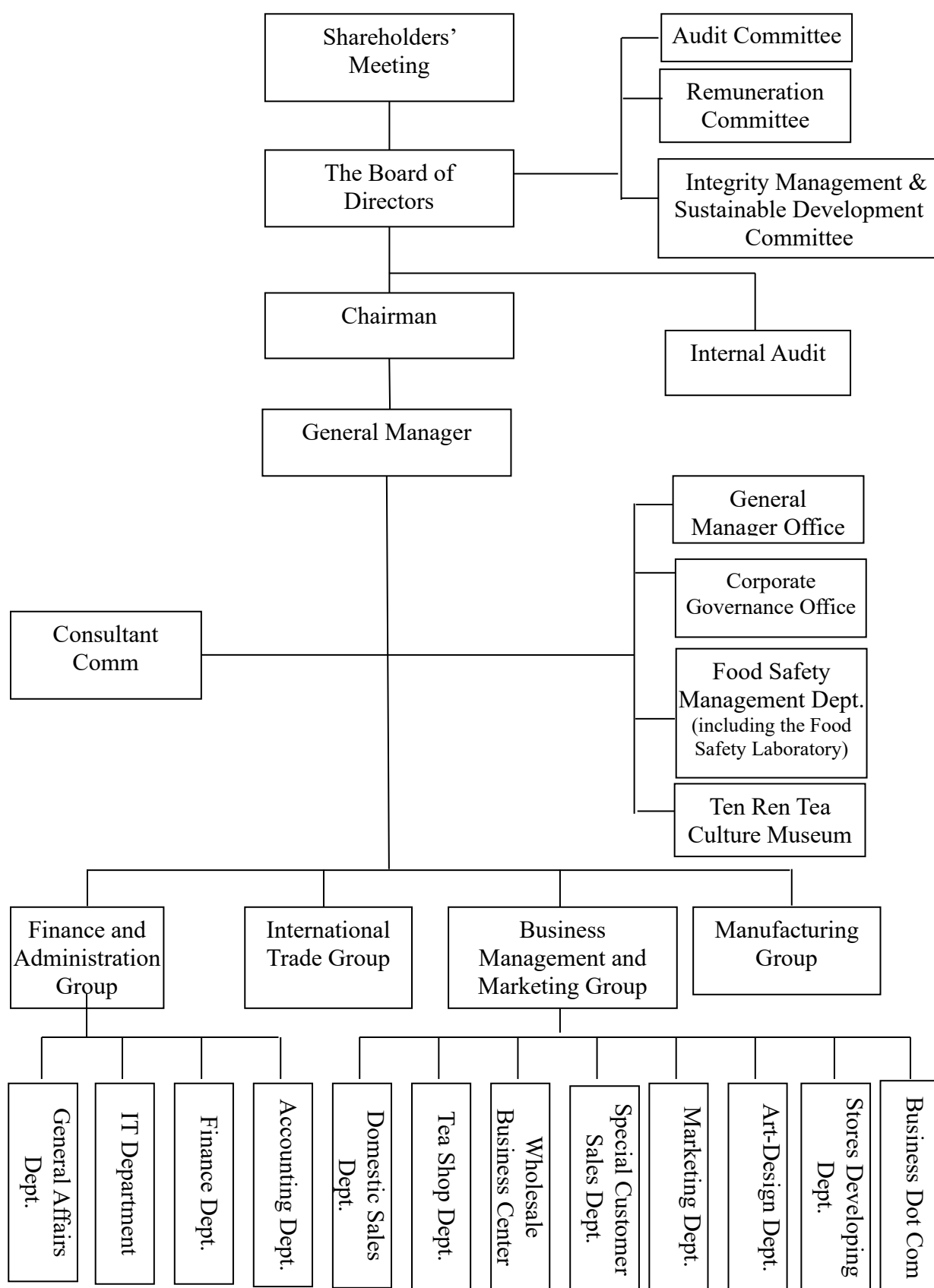


Three. Corporate Governance Report

I. Organizational system: Corporate governance organizational structure and the tasks of each principal division

(I) Organizational Chart



(II) Tasks of each principal division and their responsibilities are briefly described as follows:

1. Supervisors above group supervisor level (including)

Title	Name	Responsibility
Chairman	Lee, Kuo-Lin	Lead the managers in determining and making major decisions of all affiliates according to resolutions of the Board of Directors
General Manager	Lin, Jen-Chung	(1). Bear the responsibility of the entire Company's management according to the chairman (2). Establish the entire Company's management philosophy, guidelines and quality policy (3). Establish the Company's goals for quality and govern the supervisor to achieve them
General Manager (concurrently serves as the head of the Operation Department)	Lin, Jen-Chung	Responsible for operations of Domestic Sales Dept., Marketing Dept., Tea Shop Dept., Stores Developing Dept., Business Dot Com, Art-Design Dept., Wholesale Business Center and Special Customer Sales Dept.
Vice President, Finance and Administration Group and Spokesperson (and the chief corporate governance officer)	Chen, Chung-Chih	Responsible for non-operating administrative work, including Accounting Dept., Finance Dept., General Affairs Dept., IT Department and Corporate Governance Office
Assistant Vice President, International Trade Group	Wang, Hung-Wan	Responsible for imports and exports, overseas franchise distribution system development and international market development
Assistant Vice President, Tea Shop Dept.	Wang, Hua-Jung	(1) Development of the business of Ten Ren CHA FOR TEA (2) Assist overseas tea shop business franchises in raw material procurement and new product R&D (3) Lead the Marketing Dept. for marketing strategy development.
Plant Director Director, Xiangshan Tea Factory	Hsu, Wen-Yuan Ou, Tsung-Ming	Responsible for procurement, quality control, R&D, production and packaging, warehousing and distribution, with the main responsibilities described as follows: (1) Factory equipment planning and process analysis improvement (2) Strengthen production management, and system soundness, inspection and improvement (3) Establish quality control system and engage in research and development of production required for the business (4) Domestic and foreign raw materials procurement management and inspection
Consultant Comm.	Served by the senior supervisor of the sales line	Appointed by the general manager to provide recommendations on company operations and will serve as a reference for strategies

Note 1. For the composition and duties of the Remuneration Committee, please refer to "Three. Corporate Governance Report – State of the company's implementation of corporate governance" – "(IV) Composition, duties and state of the Remuneration Committee."

Note 2. The Company's Board of Directors resolved to establish the "Ethical Management and Sustainable Development Committee" as a dedicated unit under the Board of Directors on November 11, 2022. The Committee is composed of three independent directors and one director. We hope to implement ethical management and achieve the sustainable development objectives.

2. Independent units directly under the Board of Directors

Title	Name	Department	Responsibility
Vice Manager	Lin, Hsiu-Chu	Internal Audit	(1). Establish, implement and maintain the soundness, reasonableness and effectiveness of the internal control system and various management systems (2). Investigate and evaluate various plans or policies implemented by each unit and effectiveness of their assigned functions

3. Supervisors below group supervisor level (excluding)

Title	Name	Department	Responsibility
General Manager (part time)	Lin, Jen-Chung	Wholesale Business Center	Responsible for business development and management of three Wholesale Business Centers in the North, Tainan and Kaohsiung; as well as development of hypermarket and wholesale business in their respective areas of responsibility.
Vice president, Finance and Administration Group (and the chief corporate governance officer)	Chen, Chung-Chih	Corporate Governance Office	<ul style="list-style-type: none"> (1) Matters associated with Board meetings and shareholders' meetings in accordance with the law (2) Prepare minutes of Board meetings and shareholders' meetings (3) Provide assistance required by directors to carry out duties (4) Assist directors in complying with laws and regulations. (5) Assist directors in taking office and continuing education (6) Other matters set forth in the Articles of Incorporation or contract
Assistant Vice President	Wang, Hua-Jung	Tea Shop Dept.	<ul style="list-style-type: none"> (1) Development of the business of Ten Ren CHA FOR TEA (2) Assist overseas tea shop business franchises in raw material procurement and new product R&D (3) Lead the Marketing Dept. for marketing strategy development.
Team leader	Chen, Yi-Wen	General Manager Office	<ul style="list-style-type: none"> (1) Help the general manager handle the Company's affairs and plan the Company's overall operations (2) Set objectives according to the Company's future development and facilitate and review these objectives. (3) Collect and analyze information on industrial environment; evaluate and manage long-term investments. (4) Carry out projects delivered by the general manager and predecessor activity assessment and planning (5) Management and maintenance of company-wide systems and norms
Manager	Lin, Shin-Ya	Food Safety Management Office (including the Food Safety Laboratory)	<ul style="list-style-type: none"> (1) Assist in researching and developing tea leaf-related products (2) Assisting in researching, developing and promoting new concept products (3) Implementation of plans, such as food safety management and monitoring and autonomous management (4) Implementation of various audits for certifications (5) Implementation of food safety-related training

Title	Name	Department	Responsibility
			and education (6) Establishment and operations of the Food Safety Laboratory
Assistant Manager	Hsiao, Yu-Lin	General Affairs Dept.	(1) Establishment, implementation and review of personnel and payroll management system (2) Property management, legal affairs and general affairs matters. (3) Implementation of welfare systems, such as labor and health insurance, pension of employees (4) Internal and external document management (Document Control Center)
Vice Manager	Chen, Hsin-Yi	IT Department	(1) Establishment of company-wide information systems (2) Computer equipment management and relevant personnel training (3) Assist the Company in full automation and improve management efficiency
Manager	Chen, Yin-Ju	Finance Dept.	(1) Matters in relation to financial and capital management (2) Evaluation and management of investments
Manager	Chu, Hui-Ling	Accounting Dept.	(1) Improve accounting affairs, and establishment, implementation and review of the accounting system (2) Provide accurate and timely accounting and financial information to each department for decision-making
Manager	Lu, Chia-Chia	Domestic Sales Dept.	(1) Provide necessary help to business units for them to achieve their operating objectives (2) Management analysis, establishment and maintenance of management systems and administrative management of domestic business units (3) Management of customer service system (4) Development and management of domestic new businesses
Manager	Lu, Po-Hao	Marketing Dept.	(1) Product marketing planning and development of new products and new channels (2) Development, implementation and evaluation of special promotions (3) Market surveys and information collection and analysis
Manager	Chiang, Kuo-Tseng	Stores Developing Dept.	(1) Development of real property such as stores, office buildings and land required for the Company's future development (2) Store decoration coordination and supervision
Manager	Tsai, Tung-Shen	Special Customer Sales Dept.	Development, operational coaching and management of overseas franchises
Vice Manager	Pan, Hsin-	Business Dot	(1) Network strategy development

Title	Name	Department	Responsibility
	Cheng	Com	(2) Ten Ren website set up and maintenance (3) Internal employee information sharing platform set up and maintenance (4) POS system introduction
Vice Manager	Kuo, Wan-Yi	Art-Design Dept.	(1) Graphic design for advertisement, product packaging and sales promotions (2) Design and decoration for sales promotions, special sales and window displays
Curator of Ten Ren Tea Culture Museum	Chen, I-Ro	Ten Ren Tea Culture Museum	(1) The museum was established to promote Taiwan's precious local tea culture and the advantages of Taiwanese tea. (2) Nine major themed exhibition zones are designed based on the center concept of "Tea Sense of Taiwan." The museum is open to the public free of charge, allowing visitors to understand the mystery and fun of tea through natural experiences including seeing, smelling, hearing and touching. (3) Organize a variety of tea cultural activities and hold tea art classes on a regular basis