

## PharmaEngine, Inc.

## **Procedures for Election of Directors**

- Article 1: The election of directors of the Company shall be conducted in accordance with these Procedures.
- Article 2: The election of directors at the Company adopts the candidate nomination system, shall be conducted at a shareholders' meeting, and shareholders shall elect directors based on the nomination list.
- Article 3: The election of directors of the Company shall employ the method of open ballot cumulative voting. Attendance card numbers may be used instead of recording the names of voting shareholders.
- Article 4: In the election of directors of the Company, except otherwise provided by law, each share shall have voting rights in number equal to the directors to be elected. The board shall prepare ballots according to the number of directors to be elected and distribute said ballots to the shareholders.
  Ballots may be cast for a single candidate or split among multiple candidates.
- Article 5: The number of directors shall be as specified in the Company's Articles of Incorporation. Those receiving ballots representing the highest numbers of voting rights will be elected according to their respective numbers of votes. If there are two or more individuals with the same number of votes, thus exceeding the specified number of positions, they shall draw lots to determine the winner, with the chair drawing lots on behalf of any person not in attendance.
- Article 6: The board shall prepare voting ballots equal to the number of directors to be elected, with their voting rights filled in, and distribute them to the shareholders attending the shareholders' meeting.
- Article 7: Before the commencement of the election, the Chairperson shall appoint supervisors and vote counters to oversee and count the votes. The supervisors should be shareholders.
- Article 8: The ballot box shall be prepared by the Board of Directors and shall be

1



inspected on-site by the supervisors prior to voting.

Article 9: The voter must fill in the name or account name of the candidate in the "nominated candidate" column of the ballot paper. If the person to be elected is a government or a legal person, the voter must fill in the name of the government or legal person in the "nominated candidate" column of the ballot paper. The name of the government or legal person and the name of its representative may also be filled in. If there are multiple representatives, the names of the representatives should be filled in separately.

Article 10: The following circumstances shall render a ballot invalid:

- Ballots that were not prepared by the person with the right to convene.
- 2. A blank ballot is placed in the ballot box.
- 3. The writing is unclear and indecipherable or has been altered.
- 4. The candidate does not match the list of candidates provided by the Board of Directors after verification.
- 5. Two or more candidates are listed on the same ballot.
- Ballots with additional writings alongside the number of allocated voting rights.
- Article 11: A ballot box shall be provided for the director election, and after the voting process, the supervisors shall open the ballot box.
- Article 12: After the voting is completed, the ballots shall be counted on the spot and the results shall be announced on the spot by the Chairperson or his/her designated personnel, including the list of elected directors and their elected rights, and the list of unelected directors and their elected rights. The ballot papers for the election matters referred to in the preceding paragraph shall be sealed and signed by the vote counters and be kept in a safe place for at least one year. However, if a shareholder files a lawsuit in accordance with Article 189 of the Company Act, the documents shall be preserved until the conclusion of the lawsuit.

Article 13: Matters not stipulated herein shall be handled in accordance with the



Company Act and related laws and regulations.

- Article 14: The Procedures shall be implemented after being approved at the shareholders' meeting. The same procedure shall be followed when the Procedures are amended.
  - The rules were established on September 17, 2004.
  - The first amendment was made on June 29, 2011.
  - The second amendment was made on June 15, 2016.
  - The third amendment was made on May 27, 2022.