

## External education and training to prevent insider trading

- In 2021, the company conducted relevant internal and external education and training for directors, managers, and all employees. According to the "Public Issue Company Establishing Internal Control System Handling Guidelines" and approved by the board of directors, the "Procedures for Preventing Insider Trading" has been formulated. Courses The content includes management measures to prevent insider trading, confidentiality of important information, short-term trading norms and practices, etc., and provides education and training course materials and teaching materials for everyone's reference. Summarizing the course handling situation in 2021, there were 340 person-times, with a total of 680 person-hours.
- At each meeting of the Board of Directors, the Company reminds directors not to trade their shares during the closed period of 30 days prior to the announcement of the annual financial report and 15 days prior to the announcement of the quarterly financial report, as part of the course on the prohibition of insider trading after the meeting.
- On October 17, 2021, MAIL reminded directors of the expected date of approval of the 3Q111 financial report by the Board of Directors, and asked them not to buy or sell the Company's shares from October 13 to November 3 to avoid any misunderstanding of this regulation.