

Creating a friendly and supportive workplace environment is the key to enterprises **retaining talent** and **improving competitiveness**.

Supporting work-life balance allows employees to work with peace of mind, **reducing turnover rates**.

## Corporate practices

# Work-life balance

#Solving the Labor Shortage #Diversity and Inclusion #Gender Friendly Workplace

| WORK |

| LIFE |

## 1 Implement the Gender Equality in Employment Act

Able to apply for government **funding and subsidies!**



### Provide different types of leave

Menstrual leave, maternity leave, miscarriage leave, maternity check-up leave, paternity/paternity check-up leave, family care leave...



### Adjust working hours

Employees who have children under the age of 3 should be allowed to reduce their working hours by 1 hour per day (without pay) or adjust their working hours.



### Establish childcare spaces

Establish breastfeeding rooms and set up childcare institutions or provide childcare measures.

## 2 Provide assistance in returning to work after childcare leave

! welcome back !!

Examples include:



Arrange **education and training courses** to help employees become familiar with the company's operating procedures and work content again.



Set a **reinstatement adjustment period** to give new parents time to adapt to work and find a balance between work and parenting life.



**Proactively provide care and assistance** to track the status of employees after reinstatement.

## 3 Company events should consider employee needs



### Employee trips

Examples include: Organize seminars for new parents. Schedule company trips during winter and summer vacations, so that employees can bring their children.

## 4 Provide leave superior to the law



Examples include: Paid family care leave with more days of paid maternity and paternity leave.

## 5 Provide flexible working models



Provide flexible working hours or locations to allow all employees to balance work with life.

## 6 Provide physical and mental health support



Examples include: Employee care hotline, psychological counseling, and legal consultation resources.

### Example sharing-1

Friendly

Workplace

#### THI Consultants Inc.

- ✓ Optimize the "paid leave" institution, such as travel and activity leave, health examination leave, training leave, etc.
- ✓ Provide childcare allowance of NT\$5,000 per employee's child up to the age of 6.
- ✓ Subsidize family members to participate in company trips and year-end parties.
- ✓ For employees with childcare, elder care, or other needs, provide flexibility in adjusting work hours and locations. Additionally, any flexibly reduced work hours should not result in salary deductions.



### Example sharing-2

Friendly

Workplace

#### 104 Corporation

- ✓ Provide multiple flexible shifts for employees to apply for, while ensuring smooth team communication through fixed core working hours.
- ✓ Provide employee assistance programs and contract Taoyuan Lifeline Association to provide psychological counseling services.
- ✓ Set up breastfeeding rooms, provide fresh milk collection bags, breast pads, bottle sterilizers, and other supplies, and organize breastfeeding support groups.
- ✓ Established the "104 Hope's Cradle Daycare Center" in the same building to meet employees' childcare needs. At the same time, contract a kindergarten near the company to provide discounts for employees' children.



How to attract talents with a gender-friendly workplace?



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