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I. Organizational Structure and Functions

(I) Organizational Structure

Chunghwa Post Co., Ltd. of the Ministry of Transportation and Communications (MOTC) has the following organizational structure:

1. The Board of Directors is composed of 11 to 15 directors. According to law and the company's Articles of Incorporation, this is the company's decision-making body. The Office of Secretariat is set up to handle administrative affairs of the board.
2. Three supervisors are elected in pursuant to law and the company's Articles of Incorporation to supervise the Company's financial and business operations.
3. The president is appointed in pursuant to law and the company's Articles of Incorporation and the decisions made in the Board of Directors to oversee corporate operations and supervise all staff and departments of the Company. Four Vice Presidents, one Assistant President, and one Chief Secretary are to assist the President. The President's Office is set up with the Chief Secretary as head. Multiple sections may further set up to meet the business needs.
4. The Chief Risk Officer is responsible for overseeing risk management. The Office of Risk Management is set up with the director. Multiple sections may further set up to meet the business needs.
5. The Chief Compliance Officer is responsible for overseeing the compliance to law and other legal matters. The Office of Legal Compliance is set up with the director. Multiple sections may further set up to meet the business needs. Multiple sections may further set up to meet the business needs.
6. The Auditor General, directly elected by the Board of Directors, and the Department of Auditing (directly under the Board of Directors) are responsible for conducting the company's audits and reporting to the Supervisors on a regular basis.
7. The Strategic Planning Committee has a Chairperson, a position which can be concurrently held by the President. There are five vice-chairmen in the committee, one of whom works on a full-time basis, and several committee members.
8. The company also set up the Department of Mail Business and Operations, the Department of Philately, the Department of Savings and Remittances, the Department of Life Insurance, the Department of Property Operations, the Department of Capital Operations, the Department of Human Resources, the Department of Civil Service Ethics, the Department of Accounting, the Department of Information Management, the Department of Occupational Safety and Health, the Department of Public Affairs.
9. There are 20 responsibility center offices designated as administrative and supervisory bodies, each forming operational teams for the branch offices they take charge of.
10. To meet the demands for mail business operation, a mail processing center is set up to coordinate mail operation process, mail delivery network, and mail route, and utilize the high-performance automatic system to process the mail.



(III) Structural Division and its Adjustments

The current organizational structure is divided into administrative branch and business branch, and the business branch is further sub-divided into self-management branch and agential service branch. As of the end of 2015, there were a total of 2,436 offices. The Administrative branch ran 21 offices, including the head office and 20 responsibility center offices. The business branch ran 2,442 offices, of which 1,327 fell into the self-management sub-branch (3 mail processing centers and 1,324 post office branches nationwide) and 1,115 fell into the agential services sub-branch (613 post agencies and 502 stamp-sales agencies). There was a decrease of 81 offices (3.18%) in total, as compared to 2014.

Branches of Postal Services

Unit: Office

Types		2014	2015	Growth %	
Administrative Branch	Headquarters	1	1		
	Postal Offices	20	20		
	Total	21	21		
Business Branch	Self-Management	Mail Processing Centers	3	3	
		Post Office Branches	1,324	1,324	
		Temporary Post Offices	0	0	
		Total	1,327	1,327	
	Agencies	Post Agencies	630	613	-2.69%
		Stamp-Sales	566	502	-11.31%
		Total	1,196	1,115	-6.77%
	Total		2,544	2,463	-3.18%

(IV) Functions of Major Departments

Department of Auditing

Perform audits on the operations of mails, savings and remittances, and life insurance services; perform audits on the credit analysis of life insurance and real estate mortgage loans, etc.

Strategic Planning Committee

Review major business and investment plans of the company; design policies for the reorganization of the company.

Office of the President

Take charge of planning and appraisal of the Company's important business policies and management strategies; review manuscripts; preside in inter-departmental management meetings; recheck on the base price for procurement projects.

Office of Legal Compliance

Revise the company's Articles of Incorporation, organizational regulations, and organizational guidelines; plan, implement, and review of simplified working procedure, division of authority and responsibility, and job-division system; draft, revise, abolish, and review of doubtful areas in postal laws and regulations and company regulations; deliberate on, settle, and proceed in lawsuit and other legal affairs; review contracts; plan, manage, implement, and revise the legal compliance system.

Department of Mail Business and Operations

Plan and promote mail business plans and marketing strategies; set and adjust postal rate; establish, dissolve, and modify post offices; plan and manage agential businesses; plan and supervise the collecting, dispatching, transporting, and delivery of mail; maintain the safety of mail operation, etc.

Department of Philately

Develop, plan, promote, and review of philately business; develop, design, manufacture, and offer for sale of postage stamps and related philatelic products.

Department of Savings and Remittances

Draft management policies and operational goals for savings and remittances; plan, supervise, promote, and review of business plans and marketing strategies for savings and remittances; deal with investigations of judicial and taxation authorities.

Department of Life Insurance

Design and supervise the business development plans and operational goals of simple life insurance; plan, supervise, and review of real estate mortgage loan business.

Department of Property Operations

Appraise, review, and plan investment in development projects, joint construction projects, and postal property utilization; plan and supervise the constructions of postal property and manage and maintain their property rights; review, plan, design, and set the technical specifications of mechanical equipment; plan and implement the postal business automation system.

Department of Capital Operations

Manage and utilize postal capital; manage foreign exchange and overseas investments; trade and manage financial derivatives, domestic stocks, and fund beneficiary certificates.

Department of Human Resources

Plan, execute, and evaluate human resources; draft and improve personnel regulations; manage examinations, selection and assignments, employment and disemployment, relocation, promotion, retirement, pension, and severance of employees.

Department of Civil Service Ethics

Prevent and disclose employees' corruption, and handle cases exposed by whistleblowers; oversee the procurement projects; protect official secrets; prevent the outcome of sabotage and vandalism.

Department of Accounting

Analyze and prepare budget and financial statements; approve, analyze, and report capital utilization; manage asset accounts, calculate depreciation, amortization, and re-evaluation; prepare and file corporate tax and enterprise income tax; draft and review the account system and accounting procedure; perform internal audits; collect, compile and analyze statistical data; announce financial information.

Department of Information Management

Study, analyze, and select for use of IT systems, network, and new technologies in hardware and software facilities; investigate and implement office automation; draft, maintain, and manage strategies of information security.

Department of Occupational Safety and Health

Conduct and supervise investigations into accidents and occupational injuries; oversee labor safety and health; process paper work; manage bookkeeping, receive and pay out cash, take care of marketable securities; safe guard office buildings; procure, store, inspect and accept, and supply of goods and materials; procure labor services.



Office of Risk Management

Draft and implement risk management policies; plan, implement, and oversee the mechanism of risk management; collect, systematize, analyze, and control information about risk management.

Department of Public Affairs

Maintain good communication and coordination with parliament, elected representatives, and the Control Yuan; keep in contact with news media; plan major events; promote and enhance corporate image; assist inter-departmental (office/ center) marketing plans; digitalize and keep files of major events; edit and distribute postal publications; plan, manage, and implement customer service.

II. Information about Board of Directors and Supervisors, President, Vice Presidents, Department Heads and Managers of Various Branches

(I) Information about Directors and Supervisors

June 27, 2016

Title	Name	Education	Major Experience(s)	Date Elected
Director	Philip W. Ong	Master in Investment and Financial Risk Management, City University of London	Delegation, Taipei Economic and Cultural Center in India; Director, FSC Representative Office in New York	May 11, 2015
Director	S. J. Chen	Department of Chinese Literature, National Chung Hsing University	Vice President and Chief Secretary of Chunghwa Post Co., Ltd	May 11, 2015
Director	Y. J. Wu	Master in Business Administration, Tatung Institute of Technology	Director and Vice Director, Department of Capital Operations, Chunghwa Post Co., Ltd	Jan. 16, 2016
Director	W. H. Chen	Ph. D in Management Science, State University of New York at Buffalo	Dean, College of Management, NTNU	May 11, 2015
Director	X. J. Lai	Ph. D in Management Information Science, Purdue University	Academic Deputy Dean, College of Management, National Sun Yat-sen University	May 11, 2015
Director	Y. S. Liu	Ph. D in Business Administration, National Sun Yat-sen University	Chair, Department of Business Administration, Tunghai University	May 11, 2015
Director	F. G. Chan	Institute of Economics, National Cheng Chi University	Special Commissioner, Deputy Director General, and Director General of Council for Economic Planning and Development	May 11, 2015
Director	J. C. Chung	Institute of Labor Studies, Chung Cheng University	Director, Employment Services Center and Vocational Training Center; Team Leader, Workforce Development Agency of Ministry of Labor	May 11, 2015
Director	Y. X. Cheng	Department of Statistics, National Cheng Chi University	Section Manager, Department of Economic Research, Central Bank of the Republic of China (Taiwan)	May 11, 2015
Director	R. W. Liu	PH. D. in International Business, National Taiwan University	Director, Statistics Office, Control Yuan; Special Commissioner, Senior Executive Officer, Section Manager, Directorate-General of Budget, Accounting, and Statistics, Executive Yuan, R.O.C.(Taiwan)	Nov. 27, 2015

Title	Name	Education	Major Experience(s)	Date Elected
Director	G. J. Zeng	Institute of Forestry, National Chung Hsing University	Director General, Bureau of Promotion of Private Participation, Ministry of Finance; Counselor, Public Construction Commission, Executive Yuan; Director, Administrative Office of Sun Moon Lake National Area, Tourism Bureau, MOTC	June 22, 2016
Director	S. C. Su	Master in Institute of the American Studies, Tamkang University	Special Commissioner, Department of Customs Administration, Ministry of Finance; Senior Auditor of Customs Administration, Ministry of Finance	May 11, 2015
Director	C. C. Lin	Department of International Trade, Open Business College Affiliated with National Taipei College of Business	Chairman, Chinese Postal Workers' Union (CPWU), Taipei Branch for the 1st and 2nd Term; Supervisor, Corporate Body of Taiwan Postal Association for the 3rd Term	May 11, 2015
Director	W. F. Wu	Department of Business Administration, Tatung College of Business	Director and Vice Chairman, CPWU; Chairman, Headquarters Branch, CPWU	May 11, 2015
Director	C. S. Chen	Tung Hai Vocational High School of Commerce	Chairman, Sanchung Branch, CPWU; Vice Chairman, CPWU	May 11, 2015
Supervisor	C. C. Wu	Department of Land Economics, National Cheng Chi University	Councilor, Executive Yuan	May 11, 2015
Supervisor	H. L. Chen	Department of Cooperative Economics, Feng Chia University	Director, Office of Accounting, Tourism Bureau; Director, Office of Accounting, Directorate General of Highways	May 11, 2015
Supervisor	T. S. Liu	Master in Statistics, National Cheng Chi University	Special Commissioner, 4th Department of Directorate-General of Budget, Accounting, and Statistics, Executive Yuan; Deputy Director General, Department of General Affairs, Directorate-General of Budget, Accounting, and Statistics, Executive Yuan; Deputy Director, Department of Statistics, Ministry of the Interior	July 17, 2015

Note: Said officers are all nationals of R.O.C.

(II) Principle Corporate Shareholders

Name of Corporate Shareholders	Principle Corporate Shareholders
Ministry of Transportation and Communications	This provision does not apply since Chunghwa Post Co., Ltd. is a 100% state-owned enterprise.



(III) Information about President, Vice Presidents, Department Heads, and Managers of Various Branches

Title	Name	Education	Major Experience(s)	Date Elected
President	S. J. Chen	Department of Chinese Literature, National Chung Hsing University	Vice President, Chunghwa Post Co., Ltd. (CHP)	May 11, 2015
Vice President	Y. J. Wu	Master in Business Administration, Tatung Institute of Technology	Director, Department of Capital Operations, CHP	June 27, 2012
Vice President	J. T. Chiang	Department of Law, National Taiwan University	Chief Secretary, CHP	July 16, 2014
Vice President	J. C. Chou	Department of Journalism, Chinese Culture University	Vice Chairman, Strategic Planning Committee, CHP	May 29, 2015
Vice President	S. M. Wang	Master in Computer Science, Asian Institute of Technology, Thailand	Chief Secretary, CHP	Jan 15, 2016
Assistant President and Acting Director, Preparatory Office of the General Management Office of the Postal Service Logistics Park	S. T. Chen	Department of Library and Information Science, Fu Jen Catholic University	Director, Department of Information Management, CHP	Jan 16, 2016
Auditor General	G. T. Yang	Department of Political Science, Tunghai University	Chief Secretary, CHP	Jan 16, 2015
Chief Secretary	Y. K. Pan	Master in Finance, National Taiwan University	Director, Department of Capital Operations, CHP	Jan 15, 2016
Director, Department of Mail Business	M. C. Hsueh	Master in Management, Ming Chuan University	Assistant Manager, Taipei Post Office, CHP	Jan 16, 2016
Director, Department of Philately	L. L. Chien	Master in International Business, Tamkang University	Manager, Keelung, Post Office	July 16, 2014
Director, Department of Savings and remittances	H. C. Huang	Department of Public Finance, National Chung Hsing University	Assistant Manager, Panchiao Post Office	Jan 16, 2015

Title	Name	Education	Major Experience(s)	Date Elected
Director, Department of Life Insurance	H. E. Chiu	Master in Public Administration, Dominican University of California	Committee Member, Strategic Planning Committee, CHP	Nov 9, 2015
Director, Department of Property Operations	W. Q. Tsai	Master in Mechanical Engineering, National Taiwan University	Supervising Engineer, Department of Property Operations, CHP	Jan 16, 2014
Director, Department of Capital Operations	C. C. Huang	Executive Master in Business Administration, National Cheng Chi University	Deputy Director, Department of Capital Operations, CHP	Jan 15, 2016
Director, Department of Human Resources	J. H. Chiu	Department of Law, National Cheng Chi University	Deputy Director, Department of Human Resources, CHP	July 16, 2014
Director, Department of Civil Service Ethics	C. M. Chen	Department of Accounting, Feng Chia University	Deputy Director, Office of Civil Service Ethics, CHP	Jan 16, 2016
Director, Department of Accounting	J. R. Wang	Department of Business, Providence University	Deputy Director, Department of Accounting, CHP	July 16, 2014
Director, Department of Information Management	Y. K. Hsiao	Department of Political Science, National Taiwan University	Deputy Director, Department of Information Management, CHP	Jan 16, 2016
Director, Department of Occupational Safety and Health	S. C. Yang	Department of Business Administration, National Taiwan University	Assistant Manager, Panchiao Post Office	Mar 7, 2016
Director, Department of Public Affairs	K. F. Fang	Department of Public Administration, National Chung Hsing University	Special Commissioner, President's Office, CHP	Jan 18, 2016
Chief Risk Management Officer	P. H. Huang	Department of Accounting, National Chung Hsing University	Lead Auditor, Department of Auditing, CHP	July 6, 2015
Chief Compliance Officer	Q. Y. Chiang	Department of Sociology, National Open University	Director, Department of Occupational Safety and Health, CHP	Jan 16, 2015
Manager, Taipei Post Office	K. H. Li	Department of Chemical Engineering, Tamkang University	Director, Department of Mail Business, CHP	Jan 16, 2016



Title	Name	Education	Major Experience(s)	Date Elected
Manager, Panchiao Post Office	Susan Lan	Department of Political Science, National Taiwan University	Director, Department of Philately, CHP	July 16, 2014
Manager, Taoyuan Post Office	C. H. Ku	Department of International Trade, Open Business College Affiliated with National Taipei College of Business	Manager, Chungli Post Office	Mar 1, 2013
Manager, Taichung Post Office	C. J. He	Department of Public Administration, National Open University	Assistant Manager, Taichung Post Office	Jan 16, 2014
Manager, Kaohsiung Post Office	T. C. Kuo	Master in Risk Management and Insurance, National Kaohsiung First University of Science and Technology	Assistant Manager, Kaohsiung Post Office	Jan 7, 2016
Manager, Keelung Post Office	Z. H. Xu	Master in Public Administration, National Chung Hsing University	Manager, Miaoli Post Office	July 16, 2014
Manager, Sanchung Post Office	Z. A. Liao	Master in Accounting, National Cheng Chi University	Manager, Hsinchu Post Office	July 15, 2015
Manager, Hsinchu Post Office	Q. X. Jiang	Department of Law, Soochow University	Lead Auditor, Department of Auditing at Chiayi, CHP	July 15, 2015
Manager, Changhua Post Office	Y. H. Wang	Department of Business Administration, Tunghai University	Manager, Chiayi Post Office	Jan 9, 2015
Manager, Chiayi Post Office	Q. H. Su	Master in Business Administration, National Sun Yat-sen University	Assistant Manager, Kaohsiung Post Office	Jan 9, 2015
Manager, Tainan Post Office	J. Y. Tseng	Department of Economics, Fu Jen Catholic University	Assistant Manager, Kaohsiung Post Office	July 16, 2013
Manager, Yilan Post Office	R. T. Wang	Executive Master of Business Administration, National Taiwan Normal University	Section Chief, Planning and Development Section of the President's Office, CHP	Jan 16, 2016
Manager, Miaoli Post Office	Y. H. Yeh	Executive Master of Business Administration, Yuan Ze University	Manager, 901 Branch, Taipei Post Office, CHP	Mar 4, 2016

Title	Name	Education	Major Experience(s)	Date Elected
Manager, Nantou Post Office	X. C. Chen	Department of Law, Fu Jen Catholic University	Section Chief, General Affairs Section, Taichung Post Office, CHP	Jan 9, 2014
Manager, Yunlin Post Office	T. B. Shi	Master of Science Program in Accounting and Information, National Chung Cheng University	Assistant Manager, Changhua Post Office, CHP	Jan 16, 2013
Manager, Hsinying Post Office	H. L. Wu	Master in Business Administration, Dayeh University	Manager, Pingtung Post Office	Jan 8, 2016
Manager, Pingtung Post Office	S. C. Yu	Executive Master of Business Administration, National Sun Yat-sen University	Section Chief, Planning and Marketing Section of Kaohsiung Post Office, CHP	Jan 8, 2016
Manager, Hualien Post Office	R. K. Yu	Department of Business Administration, Open Business College Affiliated with National Taipei College of Business	Auditor, Department of Auditing at Taoyuan, CHP	Mar 2, 2016
Manager, Taitung Post Office	T. H. Li	Department of Transportation, National Chiao Tung University	Section Chief, General Affairs Section of Kaohsiung Post Office, CHP	Jan 18, 2016
Manager, Penghu Post Office	L. M. Chen	Department of Administration, Open Business College Affiliated with National Chengchi University	Section Chief, Operation Section of Kaohsiung Mail Processing Center, CHP	Jan 16, 2016
Director, Taipei Mail Processing Center	R. Q. Yang	Master in Management Science, National Chiao Tung University	Deputy Director, Taipei Mail Processing Center, CHP	Jan 16, 2013

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