

Leadtek Research Inc.  
Water Pollution Control Procedure

1 Purpose:

To maintain normal operation of water pollution handling facility and to effectively eliminate pollution and to fit into effluent standard.

2 Scope:

- 2.1 Applicable to water pollution handling facility within Far East Century Park (Zhonghe, New Taipei city).
- 2.2 Only domestic sewage takes place within the company, since our manufacturing process are all solid and no industrial water is involved.

3 Definition:

- 3.1 Ground water: all or partial water existing in river, ocean, lake, reservoir, pond, irrigation canal, each degree of drainage or within other systems.
- 3.2 Contaminant: any substance, organism or energy causing water pollution.
- 3.3 Water pollute: water changing its quality, affecting its usage or jeopardizing health or living environment due to substance, organism or energy inputs.
- 3.4 Garbage leakage: water leak from garbage, its quality differs in garbage species, coverage scale, coverage method and process stages.
- 3.5 Living environment: property, animal, plant and their nurturing environment closely related to individual lives.
- 3.6 Building polluted-water handling facility (merging): human waste and other domestic sewage resulted from individual activities inside buildings.
- 3.7 Effluent exit: fixed effluent facility set according to the law, before water waste entering waterbody.
- 3.8 Effluent standard: prescribed limit of effluent quality or its composition.
- 3.9 Influence: Domestic river pollution keeps on worsening, in which polluted water damage citizens' health via drinking, agriculture irrigation, fishery farming, etc. and problematically force out enterprises.

4 Reference: ISO 14001.

5 Duties

- 5.1 General affairs unit: responsible in supervising merging polluted-water handling facility and inspection within Far East Central Park.

6 Flow chart: not applicable.

7 Procedure/Method:

7.1 Domestic sewage and water waste from office toilets do not involve industrial water. Since located in Far East Central Park and Gia-Mei Industrial Park, water waste is discharged through pipelines into underground sewers.

7.2 Cooling water caused from air-conditioning is disposed into drains.

8 Relevant docs

8.1 Document: not applicable.

8.2 Form: not applicable.

8.3 Record & others: not applicable.