

Appendix: Case Detail Explanation Form

※This form is to be completed by the complainant or the complainant's agent ad litem. The contents of this form are used as reference in the prosecutor's investigation process and not as a basis for prosecution. Please respond according to the facts.※

I. General Information

Item	Content	Dossier No.
Complainant		
Agent ad litem		
Nature of business		
Main contact person		
Contact number (please list landline and mobile phone numbers)		
E-mail		
Fax number		
Brief introduction of the department business relevant to this case		
Job responsibilities of personnel related to this case		

II. The name of the trade secret that is infringed (if multiple items are involved, please add rows to describe them separately)

Trade secret Item	Name of the Trade Secret	Repository	Dossier No.
Item 1			
Item 2			

III. The contents of the trade secret that is infringed (if multiple items are involved, please add tables to describe them separately)

Trade Secret Item 1			Dossier No.
1. General Description			
	1.1 Content description	<input type="checkbox"/> Method <input type="checkbox"/> Technology <input type="checkbox"/> Process <input type="checkbox"/> Formula <input type="checkbox"/> Program <input type="checkbox"/> Design <input type="checkbox"/> Other information that can be used for production, sales or operations <input type="checkbox"/> The aforementioned information for production, sales or operations is obtained through the investment of a considerable amount of manpower and financial resources and through screening and sorting, and is not available from other public domains.	
	1.2 Time of generation	(Please describe briefly)	
2. Ownership of the trade secret			

	2.1 Researched or developed by an employee on duty? What is the content of contractual agreement?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____	
	2.2 Invest in funds to engage others for research and development? What is the content of contractual agreement?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____	
	2.3 Multiple people working together on the same research or development? What is the content of contractual agreement?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____	
	2.4 Obtained from transfer of ownership? Is it transferred to others or shared with others? What is the content of contractual agreement?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____	
	2.5 Licensing others the right to use? What is the scope of licensing?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Exclusive licensing Non-exclusive licensing. Description: _____	
	2.6 Used under the licensing from another person? What is the scope of licensing?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Exclusive licensing Non-exclusive licensing. Description: _____	

IV. The features of the trade secret that is infringed (if multiple items are involved, please add tables to describe them separately)

Trade Secret Item 1		Dossier No.
1. Is the trade secret generally known to those who engage in such information, or must it be identified by appropriate means?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____	

2. Has the trade secret been disclosed in relevant literature, seminars or patent documents?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: <hr/>	
3. Is the trade secret general knowledge, and/or skills and information acquired by the complainant's employees in the course of their employment?	<input type="checkbox"/> No. Description: <hr/> <input type="checkbox"/> Yes. Description: <hr/>	
4. Please provide the name, title and contact information of the person(s) who best understands the features of the trade secret.	(Please describe.)	

V. The estimated value of trade secret (if multiple items are involved, please add tables and explain separately)

Trade Secret Item 1		Dossier No.
1. What is the valuation method used and the estimated value? (Select one, or multiple, and explain)	<input type="checkbox"/> The cost of developing the trade secret, estimated at: <hr/> <input type="checkbox"/> The price at which the trade secret was acquired (including the date and source of acquisition), estimated at: <hr/> <input type="checkbox"/> Expected resale price on a fair market, estimate at: <hr/> <input type="checkbox"/> The trade secret has been infringed, and the damage and/or benefit lost: <hr/>	

<p>2. Is it used or planned for use in products or services?</p>	<p><input type="checkbox"/>No to both.</p> <p><input type="checkbox"/>Has already been used in products or services, description: _____</p> <p><input type="checkbox"/>It is planned for use in products or services, description: _____</p>	
<p>3. Please provide the name, title and contact information of the person who has the best knowledge of the value of the trade secret and a third-party appraiser.</p>	<p>(Please describe.)</p>	

VI. Measures adopted to protect trade secret - Object Section (if multiple items are involved, please add tables and explain separately)

Trade Secret Item 1		Dossier No.
1. Physical isolation measures		
	<p>1.1 Please describe the general security practices adopted by the company (organization) regarding access to or traffic in office premises, such as the presence of walls around office premises, visitor management systems, use of alarm systems, automatic locking doors, or security personnel.</p>	<p>(Please describe.)</p>

	<p>1.2 Please describe any security measures adopted by the company (organization) to prevent unauthorized access to, or viewing of, the trade secret, such as locking the repository or labeling the entrance as "authorized personnel only".</p>	<p>(Please describe.)</p>	
	<p>1.3 Please describe the procedures adopted by the company (organization) to track employee access to the trade secret information, such as the registration information procedures for accessing or returning such information.</p>	<p>(Please describe.)</p>	
	<p>1.4 Are employees required to wear identification cards?</p>	<p><input type="checkbox"/>No <input type="checkbox"/>Yes. Please describe: _____</p>	
	<p>1.5 Does the company (organization) have its trade secret management regulations?</p>	<p><input type="checkbox"/>No <input type="checkbox"/> Yes, please provide the management regulations including information on the handling of trade secret information: _____</p>	

	<p>1.6 Is it likely that employees know that information they have access to is trade secret?</p>	<p><input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes, please check the following and provide information:</p> <p><input type="checkbox"/> Employees are aware of the said management regulations.</p> <p><input type="checkbox"/> Employees sign documents or confidentiality agreements that inform them of management regulations.</p> <p><input type="checkbox"/>Employees have been educated and trained to protect the trade secret.</p>	
<p>2. Measures taken to safely store the trade secret in electronic form.</p>			
	<p>2.1 Please describe the specified access privileges and processes to access the trade secret that is computer source code, or other information stored in electronic format, such as the exclusive user name and password scheme as issued to employees; whether the electronic storage space and information are encrypted, etc.</p>	<p>(Please describe.)</p>	
	<p>2.2 Is the computer network where the company (organization) stores the trade secret protected by a firewall?</p>	<p><input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes. Please describe: _____</p>	
	<p>2.3 Is the aforementioned computer network remotely accessible?</p>	<p><input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes. Please describe: _____</p>	

	2.4 Is the trade secret stored on a separate computer server?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Please describe: _____	
	2.5 Does the company (organization) prohibit employees from using unauthorized computer programs or unauthorized external devices (such as portable storage devices)?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Please specify, if it is fully permitted or partially restricted: _____ _____	
	2.6 Does the company (organization) maintain electronic access records (such as computer log files)?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Please describe: _____	
	2.7 Does the company (organization) have its trade secret management regulations?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Please provide the management regulations, including information on the handling of trade secret information: _____	
3. Document Management Measures			
	3.1 Is the trade secret contained in document files that are clearly marked "Confidential" or words to that effect?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____	
	3.2 Please describe the document management procedures adopted by the company (organization), such as the regulations for restricting access to documents or logging such access.	(Please describe.)	

	3.3 Does the company (organization) have its trade secret management regulations?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Please provide the management regulations including information on the handling of trade secret information: _____	
	4. Please provide the name, title and contact information of the actual manager, who is most knowledgeable about the trade secret management regulations.	(Please describe.)	

7. Methods of protecting the trade secret - personnel section (if multiple items are involved, please add tables and explain separately)

Trade Secret Item 1		Dossier No.
1. Signing of Confidentiality and Non-Disclosure Agreements		
	1.1 Does the company (organization) sign confidentiality agreements with employees and third parties on matters related to the trade secret?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____
	1.2 Does the company (organization) have its trade secret management regulations?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____
	1.3 Does the company (organization) make employees fully aware of the trade secret management regulations?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____
2. Employee Management Measures		

	2.1 Is there a background check for new employees?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____	
	2.2 Does the company conduct regular employee training on protecting trade secrets?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____	
	2.3 Is employees' exposure to the trade secret limited to a "need-to-know" basis in their activities?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Please describe and provide relevant information: _____ _____	
	2.4 Does the company (organization) remind departing employees of their obligations to confidentiality when they go through an "exit procedure"?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Description: _____	

8. Infringement of trade secret (if multiple items are involved, please add tables and explain separately)

Trade Secret Item 1	Dossier No.
1. Information on the offender	

	<p>1.1 Company (Organization) internal section</p>	<p>(If multiple persons are involved, please list them separately)</p> <p>Name: _____</p> <p>Telephone number: _____</p> <p>E-mail: _____</p> <p>Residence: _____</p> <p>Personnel information: _____</p> <p>Account used: _____</p> <p>Current employer: _____</p> <p>Relationships: _____</p> <p>Reasons for suspecting the offender : _____</p> <p>_____</p> <p>_____</p> <p>_____</p>	
	<p>1.2 Company (Organization) external section</p>	<p>(If multiple persons are involved, please list them separately)</p> <p>Relationship with the complainant:</p> <p><input type="checkbox"/>Competitive relationships</p> <p><input type="checkbox"/>Partner vendors</p> <p><input type="checkbox"/>Upstream and downstream vendors</p> <p>Other instigators:</p> <p><input type="checkbox"/>Company (Organization)</p> <p><input type="checkbox"/>Foreign government</p> <p><input type="checkbox"/>Mainland China</p>	
<p>2. Infringement Approach</p>			
	<p>2.1 How was this infringement discovered?</p>	<p>(Please describe.)</p>	

	<p>2.2 What was the approach of this infringement?</p>	<p><input type="checkbox"/>The suspect used his/her own, or other people's, account password to access the server</p> <p><input type="checkbox"/>E-mail transmission</p> <p><input type="checkbox"/>Paper, printing</p> <p><input type="checkbox"/>Reproduction or transmission using computer or mobile phone applications</p> <p><input type="checkbox"/>Recording using mobile phone or other means</p> <p><input type="checkbox"/>Malicious poaching</p> <p><input type="checkbox"/>High priced and hostile purchase by competitive rivals</p> <p><input type="checkbox"/>Others. Please describe: _____</p>	
	<p>2.3 Please describe the type of infringement (i.e., what type of infringement as stipulated in Article 13-1, Paragraph 1 of the Trade Secrets Act, or the situation as described in Article 13-2).</p>	<p>(Please describe.)</p>	
	<p>2.4 Does the infringement of the trade secret benefit a third party, such as a competitor or other business entity?</p>	<p><input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes. Please indicate the company in question, address and reasons: _____</p>	
	<p>2.5 Is there any information indicating an intent to use the trade secret in a foreign country, Mainland China, Hong Kong or Macau?</p>	<p><input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes. Please indicate the location of the intended use and describe the source of the information: _____</p>	
	<p>2.6 Please indicate the location(s) where the trade secret was infringed.</p>	<p>(Please describe.)</p>	

	2.7 Please state the relevant facts and locations where the trade secret has been infringed, used or claimed as rights.	(Please describe.)	
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9. Others

Trade Secret Item 1		Dossier No.
1. Does the offender of this case intend to dispose of the trade secret?	<input type="checkbox"/> No <input type="checkbox"/> Yes, the consideration for the disposal and the related description: <hr/> <hr/>	
2. If a suspect cannot be identified, please describe other characteristics that are sufficient for identification.	(Please describe.)	
3. If it is necessary to impose compulsory measures, such as communication surveillance, or search and seizure, please describe the methods, or characteristics, to quickly identify the trade secret in question.	(Please describe.)	
4. If the complainant has conducted an internal investigation of the trade secret infringement, please describe any evidence or investigation reports obtained.	(Please describe.)	

<p>5. Has a lawsuit been filed concerning the case or reported to other agencies (not limited to investigative agencies)? If yes, please state the names of the organizations and the status under which it is handled.</p>	<p><input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes. Its relevant description:</p> <p>_____</p>	
<p>6. Please describe whether you have filed a motion for provisional seizure, provisional disposition, Perpetuation of Evidence, the issuance of confidentiality preservation order, or filed a civil lawsuit against the suspected offender.</p>	<p><input type="checkbox"/>No. If you intend to file a motion, or file a civil proceeding, in the future, please specify the type of proceeding and the time frame for filing it:</p> <p>_____</p> <p><input type="checkbox"/>Yes. Please provide the following information:</p> <p>■Court name and case number:</p> <p>■Date of filing the lawsuit:</p> <p>■Agent ad litem:</p> <p>■Progress of litigation:</p> <p>_____</p>	
<p>7. Is it possible that the offense constitutes a crime under the Criminal Code and other special criminal statutes, in addition to the provisions of Article 13-1 and Article 13-2 of the Trade Secrets Act?</p>	<p><input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes. Please describe:</p> <p>_____</p>	
<p>8. Other information conducive to the prosecution of this case.</p>	<p>(Please describe.)</p>	