

Announcement No. 002/2024

Business Partner Code of Conduct Policy

Principles and Rationale

Ichitan Group Public Company Limited (the “Company”) is committed to sustainable business growth aligned with good corporate governance principles, social responsibility, environmental protection and ethical practices. The Company recognizes and prioritizes the sustainable development of the supply chain and fairtrade practices. With the intent of fostering business partners (“Partners” referring to suppliers, vendors, contractors, subcontractors, lessors, owners and service providers of Ichitan Group Public Company Limited) to operate sustainably and align with the Company’s business practices. This policy seeks to build mutual growth and sustainability to adhere the principles of human rights, occupational health and safety, environmental impact considerations and business integrity.

The Company adopts international practices, including the United Nations’ Universal Declaration of Human Rights (UDHR), the United Nations Global Compact (UNGC), the UN Guiding Principles on Business and Human Rights (UNGPs) and the International Labor Organization (ILO) Declaration on Fundamental Principles and Rights at Work.

This Business Partner Code of Conduct Policy outlines guidelines for business partners to conduct their operations in alignment with four core principles, as follows:

Guidelines for Business Partners as follows:

1. Good Corporate Governance

1.1 Business Ethics

- (1) Partners must conduct business based on integrity and ethics, avoiding adverse impacts on stakeholders. This includes honesty, fairness, transparency, anti-corruption measures in all forms, compliance with fair competition laws and refraining from gaining unfair advantages. Business decisions must be based on objective criteria such as price, quality, service capabilities and reliability, all of which must be verifiable.
- (2) Partners must respect data privacy, ensuring that personal data is used, disclosed or managed with the consent of data subject. Measures should be in place to safeguard personal data and criteria for processing of personal data should be determined (including information of the employees of partnership/company, customers, consumers and related parties of the business partners) and to uphold the rights of data subject for processing of data including deleting, destroying and cancelling the use of personal data as prescribed by law.
- (3) Partners must respect intellectual property rights of others, including trademarks and patents and establish measures to prevent violations.

- (4) Partners must avoid involvement in corruption, coercion, embezzlement or bribery of any form including promises, proposes, offering, accepting or soliciting undue benefits with both public and private entities.
- (5) Partners must ensure that charitable donation, to both public and private entities, are not used as a means to provide bribery. All donations must be transparent and must comply with legal requirements.
- (6) Partners must avoid conflicts of interest with the Company. If such a conflict arises, partners must disclose relevant information to the Company.

1.2 Quality Standards

Partners must deliver products or services as per agreed specifications, ensuring compliance with applicable laws. Partners must assume full responsibility, directly and indirectly, for the quality of goods or services supplied to the Company and collaborate in improving these standards.

1.3 Risk Management

Partners must establish systems to identify and assess economic, social, environmental risks and other risks and shall develop short-term and long-term risk management strategies. This should ensure uninterrupted product and service delivery to the Company, even though there is a rise in demand of product and services or if there is an interruption in the business and ready to handle any emergencies.

1.4 Legal Compliance

Partners must adhere to national and local laws and regulations concerning business ethics, labor practices, security, occupational health and safety and environmental protection.

2. Labor Practices and Human Rights

2.1 Prohibition of Child Labor

Partners must not employ child labor below the legal minimum age of each country. Where no minimum age is specified in any country, it shall be deemed that the employees must be at least fifteen (15) years old. For night shifts or hazardous work, employees must be at least eighteen (18) years old unless otherwise specified by law.

2.2 Non-Discrimination

Partners must uphold human dignity, equality and fairness, ensuring no discrimination in employment based on gender, religion, race, nationality, origin, sexual orientation, marital status, social status, pregnancy, disability or political views.

2.3 Labor Protection

- (1) Partners must comply with national and international labor laws, promoting the well-being and fair treatment of employees.
- (2) Female employees must not be assigned tasks that endanger health or safety and pregnant employees must receive legal protections and benefits.

- (3) Foreign employees must be employed strictly in accordance with labor and immigration laws of each country. Their passports and personal documents must remain in their possession at all times. The employer or any third person shall not possess such documents of the foreign employees.
- (4) Partners must establish a medium for grievance or complaints from stakeholders and shall have tracking process and protect whistleblowers and their information.

2.4 Prohibition of Forced Labor

- (1) Partners must not use or engage in slavery, forced, bonded or coerced labor, human trafficking, or any form of abuse or exploitation.
- (2) Partners must ensure humane treatment, free from physical abuse, coercion, detention, human trafficking, sexual or verbal harassment, and any other violence.

2.5 Fair Compensation and Working Hours

- (1) Partners must provide fair wages and benefits in compliance with legal requirements, including minimum wages and overtime pay. The payments shall be made completely and on time, without unjustified deductions except as determined by the law.
- (2) Partners must adhere to legal standards on working hours, overtime, rest periods, holidays, leaves and shall not force the employees to work overtime as defined by laws of each country.
- (3) Partners shall ensure voluntary overtime work by the employees.

2.6 Termination of Employment

Partners must comply with the labor law termination procedures and must not terminate employment contracts unfairly or without being able to clearly state the legal reasons for termination, which are due to the employee's performance.

2.7 Freedom of Association and Collective Bargaining

Partners must respect employees' rights to freedom of association and collective bargaining under applicable laws and work regulations.

3. Occupational Health and Safety

3.1 Workplace Safety and Environment

- (1) Partners must maintain a safe environment for the employees and visitors in the area of the company, complying with relevant laws or relevant regulations. The Partners shall have a safe and clean environment and decrease and control risks due to accidents or any event that will affect the health of the employees due to work, transportation, service and shall provide medical attention at the work including sufficient facilitations.
- (2) Partners shall regularly arrange training on occupational health and safety. Such training shall be repeatedly arranged for new employees and employees who have changed their positions.

3.2 Personal Protective Equipment

Partners must provide adequate personal protective equipment, as per the law or regulations, to employees, ensuring proper use and compliance.

3.3 Emergency Preparedness

Partners must establish and maintain emergency response systems including reviving after the emergency incident, communication plan, training, first aid, procurement and maintenance of necessary equipment such as fire detector, fire extinguisher and suitable emergency sign boards.

4. Environmental Protection

- 4.1 Partners must comply with environmental regulations and laws and all binding agreements, both at the national and local levels, while also supporting environmentally friendly operations.
- 4.2 Partners should use natural resources efficiently, conserve resources and consider the use of sustainable materials, sourcing sustainable energy and evaluating the impact on and preservation of ecosystem diversity.
- 4.3 Partners must implement measures to prevent and reduce environmental impacts arising from production, storage, transportation and disposal throughout the product and service life cycles. This includes adopting appropriate practices, such as 3R and the Circular Economy model to mitigate impacts on communities, natural resources and the overall environment.
- 4.4 Partners must avoid using toxic substances that harm the environment. In cases where alternative solutions are unavailable, the use of such substances should be minimized. Similarly, the use of scarce natural resources should be reduced to the greatest extent possible.
- 4.5 Partners should conduct life cycle assessments of their products and encourage such adoption methodologies to minimize environmental impacts throughout the product or service life cycle. Additionally, partners should promote the development of innovations in products and services that benefit the environment and society.
- 4.6 Partners must address the issue of global warming and actively contribute to mitigating climate change by adopting practices that reduce greenhouse gas emissions and enhance climate resilience.

All Company executives and all employees of the company have the responsibility to support, drive and integrate the organization-wide implementation of the defined policy. They must also communicate and disseminate this policy to all departments within the company and all stakeholders. Furthermore, they are tasked with fostering engagement with the organization and securing support from business partners to enhance sustainable development capabilities. This aims to ensure that all related operations in the area of sustainability governance are conducted ethically, in compliance with the law, and with social responsibility.

The announcement shall be effective as of February 21, 2024

A handwritten signature in blue ink, appearing to read 'Tan Passakornnatee', with a large checkmark-like flourish above it.

(Mr. Tan Passakornnatee)
Chief Executive Officer

Receipt of Acknowledgment and to Act Accordingly

I have read and agreed to act in accordance with the “Business Partner Code of Conduct Policy” of Ichitan Group Public Company Limited

Company/Juristic Person:

Address:

.....

.....

Telephone No.: Email:

Affix signature and company seal (if any)

.....
(.....)

Authorized Person

Position:

Date: / /