

SUPPLIER CODE OF CONDUCT

HAADTHIP



Message from the Chief Executive Officer

HaadThip Public Company Limited and its subsidiaries are committed to conducting business with integrity, transparency, and fairness, in accordance with the principles of good corporate governance and sustainable development. We aim to foster strong relationships with our business partners and create sustainable value for all stakeholders, both internal and external, by integrating environmental (E), social (S), and governance (G) issues into our business operations. This approach ensures sustainable business practices while supporting our partners grow with us.

As part of this commitment, we have established the Supplier Code of Conduct, which applies to all partners of our company and its subsidiaries. To ensure continuous improvement throughout our supply chain, we encourage our partners to adopt and implement the principles outlined in this Supplier Code of Conduct. This will help build strong and lasting relationships based on integrity, trust and compliance with legal and ethical standards.

Maj. Gen.



(Patchara Rattakul)

Chief Executive Officer

HaadThip Public Company Limited and Its Subsidiaries

HaadThip committed to conducting business with ethics under the framework of good corporate governance, we operate with transparency and accountability, ensuring responsibility to all stakeholders. We are dedicated to fostering business growth while maintaining a balance between economic, social, and environmental aspects in alignment with sustainable development principles and good corporate governance.

To achieve the desired objectives, integrating partners' participation in business operations based on social responsibility, environmental consciousness, and ethical principles is crucial. This ensures mutual growth between the company and its partners, further expanding development benefits to society.

HaadThip has developed and communicated this Business Partner Code of Conduct with the aim of ensuring that all its business partners adhere to good practices, prioritize ethical business operations in compliance with regulations and laws, consider labor practices based on human rights principles, and enhance the efficiency of collaboration.

HaadThip encourages and supports its partners in conducting business in alignment with the following principles.



1. Business Ethics

It is a guideline and standard established by HaadThip Public Company Limited and its affiliated companies to ensure that business collaborations are conducted fairly, honestly, and responsibly. It emphasizes respect for the rights and interests of all relevant parties. The business partner code of conduct may include key principles such as:

1.1 Conducting Business with Integrity

- Partners must conduct business with integrity, honesty, transparency, and without bribery, while complying with all relevant laws and regulations.
- Partners must disclose information as required by law accurately and completely and be prepared for audits by the company or authorized entities.

1.2 Supporting Fair Competition

- Partners must treat business competitors fairly and adhere to the principles of fair competition.
- Partners must not seek competitors' confidential information through dishonest or inappropriate means.
- Partners must not set prices or gain a competitive advantage through unfair means.

1.3 Anti-Corruption

- Partners must not solicit, accept, offer, or promise to give gifts, assets, or any other benefits to relevant parties through extortion, bribery, illegal activities, unethical practices, or any form of fraud.

1.4 Conflict of Interest

- Partners must not seek undue benefits from any relationship with the company's directors, executives, or employees, nor grant favors to close associates by exploiting their position or opportunities arising from working with the company.
- Partners must not have any conflicts of interest in activities conducted with the company.

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| 1.5 Respect for Intellectual Property | <ul style="list-style-type: none"> Partners must not infringe on the intellectual property rights of others by using, in whole or in part, any intellectual property without the owner's permission. |
| 1.6 Personal Data Security | <ul style="list-style-type: none"> Partners must protect the confidentiality of customer information and must not disclose or use such information for their own benefit or the benefit of any other party. |
| 1.7 Cybersecurity | <ul style="list-style-type: none"> Partners must maintain and protect business-related data and online network systems securely in compliance with relevant laws. |
| 1.8 Complaints | <ul style="list-style-type: none"> Partners must establish channels for receiving reports or complaints from stakeholders and implement monitoring processes while ensuring data confidentiality and protecting whistleblowers. |

2. Labor and Human Rights

The treatment of labor and respect for human rights by partners are crucial aspects that reflect social responsibility and business ethics. This principle should be considered by organizations when selecting partners to ensure acceptable standards in both human rights and labor practices. Key related principles include

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| 2.1 Compliance with Labor Laws and Human Rights Principles | <ul style="list-style-type: none"> Partners must treat their workers fairly in accordance with Thailand's labor laws and strictly adhere to the human rights principles of each country in which they operate. Partners must conduct their business without employing child labor under the legal minimum age requirements. Partners must conduct their business without employing illegal labor. If employing migrant or foreign |
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workers, they must obtain the necessary permits and register the employment with the relevant government authorities in compliance with legal requirements.

2.2 Forced or Compulsory Labor

- Partners must conduct their business without the use of forced labor in any form, including physical abuse, coercion, confinement, human trafficking, as well as any form of exploitation or violence.

2.3 Fair and Non-Discriminatory Treatment of Workers

- Partners must treat employees equally and without discrimination in employment based on differences in race, nationality, language, religion, gender, political opinions, disabilities, or any other protected categories under the law.
- Partners must ensure that recruitment and employment practices are ethical, transparent, and verifiable. Employment contracts must be provided in a language that workers understand. Additionally, workers must have the freedom of movement, and no recruitment fees should be charged to them.
- Partners must respect the rights of all workers and treat them fairly, including young workers, female workers, pregnant workers, elderly workers, disabled workers, and migrant workers. They must also provide a work environment that is conducive to productivity and does not pose risks to health and safety.

2.4 Security Operations

- Partners must raise awareness of human rights among security personnel in cases where the use of force is necessary to protect property and ensure safety.

2.5 Freedom of Association and Collective Bargaining

- Partners must respect employees' rights and freedoms to join or establish labor unions, participate in associations, peacefully assemble, engage in political

activities, express opinions, and take part in collective bargaining in accordance with legal procedures.

2.6 Employment of Migrant and Foreign Workers

- Partners must strictly comply with labor laws and immigration laws of each country in which they operate.

2.7 Work Environment

- Partners must not force employees to work beyond the legally mandated working hours of each country.
- Partners must pay wages and benefits fairly and in compliance with the law, including minimum wage and overtime pay.
- Partners must not terminate employment contracts without a fair reason and must strictly comply with the labor laws of each country in which they operate.

2.8 Land Use Rights

- Partners must respect the rights of communities and local residents. Land acquisition must be based on free, prior, and informed consent, in compliance with relevant laws and regulations. Land use must not negatively impact the livelihoods or cultural identities of local communities.

3. Occupational Health and Safety

It is crucial in business to ensure that the organization's partners comply with workplace safety and employee health standards. The key principles in managing occupational health and safety for partners include

3.1 Compliance with Occupational Health and Safety Laws

- must strictly comply with occupational health and safety standards and laws of each country.

3.2 Safe Work Practices

- Partners must have a management system that aligns with safety standards and covers both their employees and business partners.
- Partners must maintain a safe and hygienic workplace to control and prevent work-related illnesses and accidents.
- Partners must provide employees with adequate and appropriate personal protective equipment (PPE).

3.3 Monitoring and Auditing

- Partners must have a system for monitoring risks and reporting occupational health and safety information transparently and ethically.

3.4 Communication

- Partners must promote a safety culture and provide training on risk assessment and control, as well as safety standards and regulations, for employees and subcontractors.

4. Environment

The environmental management of partners is essential as it reflects social responsibility and long-term sustainability. Good environmental practices help reduce impacts on nature and communities. The key principles of environmental management for partners include:

4.1 Compliance with Environmental Laws

- Partners must strictly comply with environmental laws in each country where they operate.

4.2 Conducting Business with Environmental Responsibility

- Partners must implement measures to prevent and reduce environmental impacts arising from production, storage, transportation, and disposal throughout the lifecycle of products and services.
- Partners must conserve natural resources and use them efficiently.

- Partners must avoid using hazardous materials and chemicals that are legally restricted or regulated.
- 4.3 Monitoring and Auditing
 - Partners must have a system for monitoring risks and transparently reporting environmental information with integrity and ethical responsibility.
- 4.4 Communication
 - Partners must communicate to raise awareness and foster environmental responsibility among employees and subcontractors.

5. Community and Society

The treatment of communities and society by partners is a crucial component of corporate social responsibility, reflecting a commitment to creating a positive impact on the communities and societies in which they operate. The key principles in how partners engage with communities and society include

- 5.1 Community Engagement
 - Partners must respect the rights and opinions of the local community and vulnerable groups residing in the areas where HaadThip operates its business.
 - Partners must establish communication to build relationships with the community.
 - Partners must encourage their employees to participate in activities that contribute to community development.
- 5.2 Mutual Benefits
 - Partners must support activities that benefit the public, including those that promote the well-being of the community.

6. Business Continuity Risk Management

The ability of suppliers to maintain business operations despite unforeseen events such as natural disasters, pandemics, or technical issues is crucial. Having a strong business continuity risk management plan enables suppliers to ensure service stability and protect the interests of all stakeholders involved. The key principles in this matter include

6.1 Emergency

Preparedness and Response

- Partners must have a system to identify and assess risks, particularly those related to employees, production activities, and any risks that may affect the ability to deliver goods and services, to ensure preparedness for emergency situations.
- Partners must conduct emergency response drills and provide regular training for employees.

6.2 Emergency Situation Reporting

- Partners must immediately report to HaadThip in the event of an emergency while performing work for HaadThip or within HaadThip operational areas, including any other incidents that may impact HaadThip.

7. Collaboration in the Supply Chain

It is a process in which partners and organizations work closely together to enhance efficiency, transparency, and resilience in the supply chain. Strong collaboration in the supply chain can help reduce risks, lower costs, and improve responsiveness to market demands. The key principles for fostering collaboration in the supply chain include.

7.1 Sustainable Supply Chain

- Partners must encourage their own suppliers to adhere to the principles outlined in this Supplier Code of Conduct as a standard for conducting business together.

8. Implementation of the Business Code of Conduct for Suppliers

8.1 Communication and Training

- Suppliers must communicate and provide training on the Business Code of Conduct for Suppliers to employees, workers, and subcontractors to enhance sustainable management throughout the supply chain.

8.2 Management of the Business Code of Conduct for Suppliers

- Learn, acknowledge, and comply with the Business Code of Conduct for Suppliers.
- Establish a management system that aligns with the Business Code of Conduct for Suppliers.
- Grant consent to the company to audit the supplier's operations (right to audit) and implement improvements based on recommendations.
- If improvements are not implemented within the specified timeframe, the company may consider taking appropriate measures.

8.3 Complaint and Whistleblowing

- Partners must establish complaint and whistleblowing channels for stakeholders, along with a non-retaliation policy and a transparent, easily understandable process for handling complaints and whistleblowing. Measures must also be in place to protect complainants and whistleblowers.
- Partners may file complaints or report whistleblowing concerns when they observe actions that are believed to be inconsistent with the Business Code of Conduct, in accordance with the company's whistleblowing policy and guidelines.

Supplier Acknowledgment Form

I have read, understood, and acknowledged this Supplier Code of Conduct and agree to fully accept and comply with its requirements in the course of conducting business. I will ensure that all relevant employees, workers, and contractors are informed of and adhere to these standards. Furthermore, I consent to the company conducting audits and assessments of my operations to ensure compliance with the intent of the Supplier Code of Conduct.

As evidence of my acknowledgment and commitment, I have signed and affixed the corporate seal (if applicable) herein.

Company/Legal Entity Name / Vendor's Full Name :

Address.....

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Telephone : **E-mail**.....

Signature and Company Seal (If any)

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(.....)

Authorized Signatory

Position :.....

Date:/...../.....





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