## THAI HUA RUBBER PUBLIC COMPANY LIMITED



238/1 Ratchadapisek Road, Huai Khwang, Bangkok 10320 THAILAND

TEL: (662) 274 0471-77 FAX: (662) 274 0406

E-Mail: csr@thaihua.com Your Satisfaction Is Our Primary Concern...

CSR&SD 007/2022

# (2<sup>nd</sup> Revised Edition) Code of Conduct Policy

Thai Hua Rubber Public Company Limited ("the Company and Affiliates") adheres importance to transparent and ethical business operations as well as covering various criteria and policies including guidelines for the treatment of stakeholders to be consistent with current business operations by allowing directors, executives and employees to comply with the Code of Conduct for the company able to achieve sustainable business goals treatment of the company's stakeholders. There are 10 groups namely Shareholders, Employees, Customers, Business Partners, Government and Private Agencies, Business Competitors, Creditors, Intermediaries / Farmers, Communities / Society / Environment, and Mass Media, which the company strictly adheres to all the groups of stakeholders as follows;

## **Practice with Shareholders**

- 1. Offer appropriately good compensation for major and minor shareholders.
- 2. Perform the duties with honesty and make any decisions with transparency, discreetness, and fair to all the shareholders equally for maximum benefit of shareholders.
- 3. Provide regular factual reports on the company's status to shareholders.
- 4. Supervise non-connected transactions between the company with major shareholders, directors, executives, and individuals related to a conflict of interest.

#### **Practice with Employees**

- 1. Employees are important resources to facilitate and drive the company to achieve its goals in business operations.
- 2. Retain the environment in the workplace to be safe for the life and assets of employees.
- 3. Keep knowledgeable and able employees to grow and achieve success along with the company.
- 4. Provide fair compensation by paying appropriate wages and welfare, and consistent with the performance and economics of employment to employees.
- 5. Comply with Thai laws, and other regulations to relate with strictly employees.
- 6. Emphasize an importance to the skill development, ability, and potential of employees by providing thoroughly and regularly opportunities.
- 7. Provide educational training and good skill development for employees to grow in their future careers.
- 8. Listen to opinions and commendations at all levels of employee fair and equitably.

#### **Practice with Customers**

- 1. Organize the Whistleblower procedures according to the company's standards. The customers can complain and comment regarding defects or problems for quick response to customers.
- 2. Do not encourage a joint practice to act or compromise in offering unfair prices to customers.
- 3. Comply with contracts, agreements, or conditions according to customer requirements for transparency, and check every step of the production process.
- 4. Do not share the customer information to benefit oneself and relevant persons in any case.
- 5. Establish customer satisfaction and confidence to receive good quality products according to the specified standards.

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## **Practice with Business Partners**

- 1. The procurement must be conducted with transparency, and fairness without taking commercial advantage by providing accurate and precise information to business partners during an appropriate period to prepare and/or offer price to the company.
- 2. Provide relevant information to business partners accurately according to the company's agreement.
- 3. Avoid doing activities or cooperating with a business partner whose behavior is unfair in trade.
- 4. Do not agree with the business partners or behavior of accepting bribes that cause restrictions or hinder market competition.
- 5. Do not disclose secrets or commercial information of business partners to other people, and do not vilify the business partners.
- 6. Do not accept or give entertaining benefits or an expensive gift, or that acceptance causes the employee to comply with the requirements of the business partners in any way inconsistent with the Code of Conduct.

# Practice with Government and Private Agencies, and Mass Media

- 1. Disclose the company's business operations transparently without distortion, and verify the information.
- 2. Establish confidence, guidelines compliance, and criteria or other conditions determined by stakeholders.
- 3. Encourage the company's reputation to be known to all the stakeholders.

# **Practice with Business Competitors**

- 1. Do not seek the competitors' confidential information through dishonest or inappropriate.
- 2. Do not attempt to damage the reputation of business competitors by making malicious accusations without factual information.
- 3. Listen to opinions and commendations from stakeholders to solve the problems.

## **Practice with Creditors**

- 1. Disclose transparency information, not distort information in the business operations.
- 2. Establish confidence and stability to be evident according to the requirements objectives and goals of the company.
- 3. Do not permit taking the company's internal information to utilize for personal benefits or misinformation dissemination.
- 4. The capital management is an appropriate management structure to encourage in the business operations and establish confidence to creditors.
- 5. Provide the financial statements of accurate, complete, and punctual company performance to creditors regularly.
- 6. Comply with various conditions that have been agreed upon with creditors under the framework of the code of conduct strictly and do not violate legal rights.

#### **Practice with Intermediaries / Farmers**

- 1. The procurement must be fair, transparent, and not discriminate against intermediaries/farmers, and/or raw material suppliers.
- 2. Record various data of each bidder to be confidential, and not disclose to any other suppliers.
- 3. Uphold and support the rubber business by having good business competitors, because will be the development of service standards and innovation to offer the best options for customers according to good practices in encouraging fair competition by antitrust and commercial discrimination.
- 4. Not accepting or giving money, assets, belongings, or other benefits to any person that may influence a decision unfairly or intended to induce action or omitting wrong actions.



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## **Practice with Communities / Society / Environment**

- 1. Emphasize the importance, and various activity participation with the communities and society to focus on building good relationships.
- 2. Provide a complaint procedure that may affect the communities and society, which must investigate the cause to improve and notify the complainant of results promptly.
- 3. The company's business operations have an impact to the communities, society, and environment. The company will fully cooperate in finding to alleviate the impacts to the stakeholders, government officials, and relevant organizations.
- 4. Do not take any action that damages natural resources and the environment beyond Thai laws.
- 5. Do not support any activity that damages to the communities, society, or good morals, and/or all the vices stimulation.

Meanwhile, the directors, executives, and employees adhere to the policy for transparency, and a strict management framework.

Effective from 24th August 2022 onwards.

Announced on 24<sup>th</sup> August 2022.

(Mr.Wan Dachuan) CEO