

# **Business Partner's Code of Conduct**

Mc Group Public Company Limited

Effective from February 9, 2023

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### **1. Introduction**

Mc Group Public Company Limited and its subsidiaries (the "Company") have established this Business Partner Code of Conduct and guidelines to provide our partners with a framework for responsible business operations. This framework aims to foster a balanced coexistence of economic, social, and environmental interests, contributing to sustainable development alongside all stakeholders throughout the business chain. The Company has set forth these practices for partners to study, implement in their work with the Company, and adapt as appropriate to align the standards of business processes between the Company and its partners as follows:

### **2. Business Partner Code of Conduct**

#### 1) Compliance with Laws and Regulations

- Partners must comply with the relevant laws and regulations of the countries in which they conduct business, adhering to principles of ethics and fairness in their operations.
- Partners must accurately and completely disclose information as required by law and be prepared to undergo audits by the Company or authorized agencies.

#### 2) Personal Rights, Confidentiality, and Intellectual Property

- Partners must not disclose, exchange, sell, or transfer important business information, intellectual property, personal information, or confidential information related to the Company or any stakeholders that they may have access to through their collaboration with the Company. Partners must also cooperate in written form if requested by the Company and protect internal information even after the business relationship with the Company has ended.
- Partners must comply with laws and treaties related to intellectual property, patents, and trademarks, and must not disseminate or infringe upon the intellectual property rights of others without proper authorization.

### 3) Anti-Bribery and Anti-Corruption

- Partners must comply with laws and regulations related to anti-corruption, bribery, fraud, and other prohibited business conduct.
- Partners must adhere to the Company's anti-corruption and anti-bribery policies and cooperate with all requirements set forth by the Company regarding anti-corruption measures.

### 4) Conflict of Interest

- Partners must not seek personal benefits or favor close associates from their positions and opportunities arising from their work with the Company.
- Partners must cooperate in disclosing any information, transactions, or situations that may present a conflict of interest or benefit from relationships with the Company's directors, executives, or employees.

### 5) Responsible Procurement and Delivery

- Partners must treat their commercial competitors fairly within the framework of competition rules and must not engage in any actions that negatively impact competitors or the Company.
- Partners must not seek confidential information about competitors or any other information through dishonest or inappropriate means for the purpose of transactions or benefiting from transactions between the Company and the partners.
- The Company encourages partners to procure goods and services responsibly throughout the supply chain, supporting the use of locally sourced materials or products that meet quality and standards as appropriate. Partners must not procure materials or components from sources involved in illegal activities, human rights violations, or those lacking social and environmental responsibility.
- Partners must implement measures, responsible practices, or corrective actions to the best of their abilities and cooperate with the Company in inspections when errors in goods or services are discovered post-delivery, causing damage to the Company or its customers.
- Partners must have contingency plans for sourcing goods or services during crises or emergencies to minimize operational disruptions.

## 6) Respect for Human Rights

- Partners shall conduct business with respect for human rights, ensuring the rights of stakeholders and other relevant human rights are honored as part of their operational guidelines.
- Partners must operate without the use of child labor, defined as anyone under the minimum age specified by the laws of each country.
- Partners must not engage in or benefit from forced labor and labor abuse, whether through threats, intimidation, abuse, human trafficking, or exploitation of labor in any form.
- Partners must recognize the inherent dignity of all individuals and conduct their operations with equality and fair treatment, without discrimination, towards employees, local communities, indigenous groups, vulnerable groups, or other stakeholders. This includes not discriminating based on physical attributes, race, nationality, religion, gender, age, education, or any other grounds specified by the laws of the countries in which partners operate, throughout the duration of their contracts.

## 7) Fair Labor Practices

- Partners must provide fair and appropriate wages and compensation to employees and laborers, commensurate with the nature and duration of their work, including mandated breaks, holidays, leave, and benefits as stipulated by law.
- Partners must not employ illegal labor. If employing migrant workers, partners must ensure that employment practices comply with the laws of the country in which they operate and agree to audits upon request.

## 8) Occupational Health and Safety

- Partners must comply with applicable laws, regulations, rules, and standards regarding occupational health and safety that are recognized and utilize the company's policies on occupational health, safety, and environmental practices as operational guidelines.
- Partners must ensure a safe working environment and safe working equipment in accordance with occupational health and safety laws of the country where partners operate and recognized standards.
- Partners must operate in accordance with good occupational health and safety standards throughout their operations, including not neglecting or

disregarding any actions or defects that may cause unsafe conditions for employees. They must conduct inspections, monitor operations, record, and report to ensure that work is conducted with minimal impact on health, safety, and society.

- In case of occupational health and safety issues that may affect the business operations of the partner and the company, partners must report to the company immediately, providing prevention and correction guidelines, and be ready to implement actions to prevent, correct, and mitigate impacts on society.

#### 9) Community and Environmental Management

- Partners must consider significant community and environmental impacts arising from their business operations or affecting their business and must comply with relevant laws, regulations, rules, and accepted standards to prevent, correct, and minimize impacts on the environment.
- The company supports partners in operating with a focus on natural resource conservation, biodiversity, and the environment, and encourages balanced coexistence with communities. This includes promoting the use of products, services, and business processes that are community and environmentally friendly.
- The company supports partners in obtaining certification related to sustainability labeling or sustainability standards for their products, services, and/or business processes.

#### 10) Monitoring and Evaluation

- The company supports partners to provide feedback through various channels organized by the company, enabling the organization to receive input and use partners' suggestions to develop joint work processes.
- For transparency in operations, partners must maintain financial documents and important records meticulously, including financial data recording, accounting, and tax compliance according to generally accepted regulations, laws, and accounting principles.
- The company supports partners in monitoring and evaluating their operations according to this policy, including documenting and reporting outcomes. Partners are required to cooperate with the company in assessing performance according to the ethical principles outlined in this policy.

- The company reserves the right to review any actions of partners, including termination immediately upon discovery and proof of any violation, in whole or in part, of the ethical principles set forth by the company.

Effective from February 9, 2023 onwards.

*-Signed by-*

( Mrs. Kaisri Nuengsigkapan )  
Chairman of the Board of Directors