

## Supplier Code of Conduct and Guidelines

### Sri Trang Gloves (Thailand) Public Company Limited

#### Introduction

Sri Trang Gloves (Thailand) Public Company Limited (“the Company”) and subsidiaries have determined to operate the business for sustainable growth in accordance with the principles of good corporate governance along with social and environmental responsibility. The Company realizes and places importance on the sustainable development of the supply chain and fair trade including the implementation of human rights principles, occupational health, safety, attention to environmental impact and business integrity.

The company has provided a code of conduct and guidelines with the intention to promote suppliers to operate business sustainably and in accordance with the Company's business practices. The Supplier Code of Conduct and Guideline is also an opportunity for the company and suppliers to participate in social and environmental development to create sustainable growth together.

The principles defined in this Supplier Code of Conduct and Guidelines include the requirements, regulations, relevant laws and code of conduct of the Company as well as charter and other standards which are recognized internationally such as the International Labor Organization, UN Global Compact, etc.

**Guidelines for Supplier** are divided into 4 aspects as follows:

#### **1. Corporate Governance**

##### **1.1 Business Ethics**

- **Fairness:** the operation must base on the compliance with rules and ethics and do not take any action causing an unfair competitive advantage. The decision making in business collaboration depends on the concrete criteria such as price, quality, service features, credibility and verifiable.
- **Confidentiality:** personal data is collected and used properly (including data of employees, business partners, customers and consumers) following personal data protection acts, do

not disclose or use any confidential information of customers or related parties without consent.

- **Intellectual Property:** must respect intellectual property rights of others and provide measures to prevent intellectual property infringement.
- **Anti-Corruption:** shall not participate in any fraudulent, corruption or embezzlement including bribery in all forms such as promising, offering, giving or accepting money or other incentives inappropriately whether with government agencies or the private sector, as well as to cooperate in showing the intention to support the membership of Thai Private Sector Collective Action Against Corruption.

## 1.2 Quality Standard of Products and Services

To deliver products or services in accordance with the company's terms including the applicable requirements under the law, take full responsibility for the quality of the products or services provided to the Company on direct and indirect as well as to cooperate in the quality development of product and services.

## 1.3 Risk Management

To closely monitor circumstances and risk factors in relation to economic, social, environmental and others, and to assess the impacts and set guidelines of risk management for business operation both in short-term and long-term as well as to provide a business continuity plan to be able to deliver products and services to the Company in case of the increase of demand for products and services or the business disruption.

## 1.4 Compliance with the law

To comply with the law and regulations stated in the national and local levels such as business ethics, labor, foreign labor, security, occupational health and safety and environment, etc.

## 2. Labor and Human Rights

### 2.1 Protecting child labor

Do not employ child labor who is younger than the minimum age as required by laws in each country. If any countries do not determine the minimum age for labor, it is deemed that the labor must be not under fifteen (15) years of age. In order to work on nighttime or dangerous

work, labor must be not under eighteen (18) years of age unless the laws of any countries otherwise required.

## 2.2 No Discrimination

To respect human dignity, equality, and fairness and shall not discriminate against employees on the basis of gender, religion, race, nationality, gender, marital status, social status, pregnancy condition or physical disability in employment and work.

## 2.3 Labor Protection

- To promote protection to labor as required by law both national and international including developing and promoting the quality of life and working properly.
- Female employees shall not engage in work which may harm their health and safety. Pregnant employees shall be protected and received benefits as required by law.
- Employment of foreign workers must be fully complied with the law. Passports and worker identification documents must be kept by themselves at all times. Employers or third parties cannot hold such documents of workers.
- Complaints handling procedures have been established for employees who may be adversely affected by the Company's business operations.

## 2.4 Prevention of Involuntary Labor

- Do not use or involve with slave labor, forced, labor debt bondage, bonded labor, detention, human trafficking, harassment, violence in any form or unwilling labor.
- To ensure that there aren't inhuman action, sexual harassment or spoil physical, corporal punishment, physical and mental coercion or verbal abuse.

## 2.5 Wages, Benefits and Working Hours

- To pay compensation according to the law in relation to minimum wage defined by the government or industry standard on the basis of mutual negotiation whichever is higher. The employer must pay on time, regularly and completely according to the law and shall not deduct employee wages in any case except as provided by law.
- To comply with the law and regulations related to working hours and overtime including break, holidays and leave.

- Overtime working shall be voluntary and pay wage at a higher rate than normal hours in accordance with the law or industry standards.

## 2.6 Dismissal

To proceed following the procedure of employee dismissal in accordance with labor law and shall not unfairly terminate the employment contract or terminate without a clear reason as stipulated by law, namely the dismissal from the performance of employee.

## 2.7 Right to Freedom of Association and Collective Bargaining

To respect the right to freedom of association and collective bargaining in accordance with law and regulations of employees.

## 3. Occupational Health and Safety

### 3.1 Safe and healthy work environment

- To implement safety systems for workers and involved persons by providing a safe and healthy work environment; reducing and controlling accident risks and health impacts associated with performance of duty, transportation, services including provision of medical assistance for work and facilities adequately.
- To always provide occupational health and safety training. The training has to require retraining for new employees or existing employees with new position.

### 3.2 Personal Protective Equipment

- To provide workers sufficient and reliable personal protective equipment appropriate for risk exposure and ensure its proper use and care.

### 3.3. Emergency Preparedness

- To provide assessment and emergency preparedness. In emergency situation, the company shall prepare plans, response and post-incident recovery, communication plans, training, first aid, provision and maintenance of necessary response equipment such as fire detection, extinguisher and emergency exit signboard.

## 4. Protection of the Environment

- To comply with applicable environmental regulations and laws including commitments of national and local levels, as well as to support Eco-friendly environment operations.



- To utilize the natural resources efficiently, conserve natural resources, select sustainable materials, procure sustainable energy sources, and consider the factors as regards the environment impact and ecosystem diversity.
- To reduce the significant environmental impacts of operations and operate following appropriate measures such as 3Rs, Circular Economy, in order to prevent or reduce the impacts to community, natural resources and environment.
- Do not use toxic substances which have an impact to the environment, minimize to use toxic substances if there is no other option, and minimize to use scarce natural resources.
- To conduct life cycle assessment of products, encourage to analyze the life cycle in order to reduce the environmental impact of products or services throughout lifecycle, promote the development of innovations in products and services that are beneficial to environment and society.
- To consider the prevention of global warming and participate in mitigation of climate change.

The Company expects that this information shall be useful and the Company would be really grateful for your full cooperation to operate the business with ethic, in compliance with the law, and social responsibility.

I have read, acknowledged and agreed to comply with "Supplier Code of Conduct and Guideline" of Sri Trang Gloves (Thailand) Public Company Limited.

Company Stamp Affixed

(If any)

Company name: \_\_\_\_\_

Name-surname: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_