

Dear Valued Business Partner

SCGP Supplier Code of Conduct

SCG Packaging understands that to grow our business sustainably, we would need a concerted effort throughout our entire supply chain. In this regard, we have adopted the concept of “Sustainable Supply Chain”, in accordance with our sustainable development guidelines and our core values of corporate governance and social responsibility, with the purpose of enhancing the growth of our business partners together with the growth of SCG Packaging.

In order to promote the connection between our business partners and SCG Packaging toward the common goal of business sustainability, we would like to introduce to you, the SCGP Supplier Code of Conduct. The SCGP Supplier Code of Conduct is intended to be a guideline for our business partners to develop good corporate citizenship, along with concrete corporate governance that take into account the aspects of social responsibility, health and occupational safety, labor and human rights and the environment, which are in line with the present concerns of sustainable development.

To this end, we would like to present to our business partners, the SCGP Supplier Code of Conduct for your acknowledgment and adoption in ways that are beneficial to your organizations. We would also like to request you to confirm your intention to participate in the “SCGP Supplier Code of Conduct” by countersign this original document and send back to your procurement contacts at SCG Packaging within 30 days for our records.

Regards,



Kulachet Dharachadra

Chief Financial Officer – SCG Packaging

## SCGP Supplier Code of Conduct

### Introduction

SCGP<sup>1</sup> conducts its business ethically and responsibly in line with the principles of good corporate governance. We are also committed to supporting, abetting, and safeguarding society and the environment in accordance with the sustainable development approach to achieve a balance between the economic, social, and environmental needs, enabling them to grow alongside each other in a sustainable way. SCGP strives to share and encourage our suppliers<sup>2</sup>, who play an important role in SCGP's overall success, to pursue these common goals of ethical business practices. Not only does this reflect our commitment to being a good corporate citizen as well as our corporate governance for the benefit of society and the environment, but it also allows SCGP to share our ethical practices with society at large. To reinforce the standards to which we are committed, SCGP has developed the SCGP Supplier Code of Conduct to provide guidelines for our suppliers to follow.

In addition to operating in compliance with rules, regulations, all applicable laws, and international best practices, SCGP expects our suppliers to apply the principles in the SCGP Supplier Code of Conduct in their operations. We pledge to aid, abet, and support our suppliers to operate ethically, respect labor and human rights, and adhere to ethical principles for occupational health, safety, and the environment along with monitoring suppliers for compliance with the SCGP Supplier Code of Conduct.

Apart from rules, regulations, applicable laws, and SCGP Code of Conduct, the SCGP Supplier Code of Conduct was also founded upon internationally-accepted charters and standards including the Universal Declaration of Human Rights (UDHR), International Labour Organization (ILO), UN Global Compact, and Social Accountability International (SAI), etc.

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<sup>1</sup> **SCGP** means SCG Packaging Public Company Limited and its subsidiaries. For purposes of this definition,

"Subsidiaries" means

- 1 Any company or legal entity which SCG Packaging Public Company Limited has direct or indirect ownership or control of more than 50% of the voting interests of the subject entity; or
- 2 Any company or legal entity which SCG Packaging Public Company Limited has the power to govern the financial and operating policies so as to obtain benefits from its activities.

<sup>2</sup> **Suppliers** means any supplier, contractor, and/or service provider for SCGP.

**1. Business Ethics**

**1.1 Business Integrity**

Conduct business in an ethical manner with adherence to correctness, honesty, integrity and transparency and strictly comply with all applicable laws and regulations and shall not participate in any fraudulent act or corruption, shall not offer, give, or promise any bribes, valuable things, gifts, or other advantages to any person, nor shall improperly influence any action or decision for their own benefit or for the benefit of any other person.

**1.2 Fairness**

Conduct business responsibly to ensure fair treatment to all stakeholders.

**1.3 Information Disclosure**

Provide full and accurate disclosure of information as stipulated by law.

**1.4 Confidentiality**

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

**1.5 Intellectual Property**

Respect intellectual property rights of others and undertake not to allow violation of such rights.

**2. Labor and Human Rights**

**2.1 Non-discrimination**

Respect human dignity, equality, and fairness and shall not discriminate against employees on the grounds of physical or mental differences, race, nationality, religion, gender, age, education, or any other matter.

**2.2 Labor Protection**

Do not employ child labor younger than the legally required minimum age. Should child labor above the legally required minimum age be employed, their legally mandated rights shall be fully protected and proper development and promotion of quality of life and work be provided. Female employees shall not engage in work which may harm their health and safety. Pregnant workers shall be protected and provided their legally-mandated benefits.

Employment of foreign workers must be fully compliant with the regulatory requirements.

**2.3 Prevention of Involuntary Labor**

Do not use or exploit forced labor through the use of corporal punishment, threat, confinement at the workplace, coercion, harassment, human trafficking or any other means of violence.

**2.4 Wages and Benefits**

Pay workers wages, overtime pay, and holiday pay, as well as provide legally mandated benefits accurately, fairly, and not less than the minimum wage according to applicable laws.

Wages, overtime pay or other benefits shall be allocated within the time set.

**2.5 Working Hours**

Do not force workers to work longer than the maximum working hours specified by applicable laws. Working overtime or working on a public holiday is voluntary. Workers must be granted holidays and leave as required by applicable laws.

**3. Occupational Health and Safety**

**3.1 Safety and Working Environment**

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, transport, and service; and establishing an emergency plans in order to reduce loss.

**3.2 Personal Protective Equipment**

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

**4. Environment**

Operate in an environmentally responsible manner, preserve the environment, utilize natural resources efficiently and effectively, conserve natural resources, and minimize the environmental impacts of their business activities consistent with the 3Rs concept as follows:

- ☐ Reduce
- ☐ Reuse / Recycle
- ☐ Replenish

**5. Laws and Regulations**

Abide by all applicable laws, rules, and regulations.

Should supplier fail to comply with the “SCGP Supplier Code of Conduct”, SCGP reserves the right to take appropriate action considering the degree of the impacts and damage incurred.

I have read and understood the “SCGP Supplier Code of Conduct” and agree to comply with its content.

Name: \_\_\_\_\_

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

Position: \_\_\_\_\_

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

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