



## Announcement

AKP01/2566-012

### **Labor Treatment and Human Rights Policy, Akki Prakarn Public Company Limited**

Akki Prakarn Public Company Limited operates its business strictly under labor laws and has regulations. Human resource management that promotes rights and supports development for the growth of personnel at all levels, respects human rights by treating everyone equally without discrimination, supports and promotes human rights, avoids actions that violate human rights, and is committed to and maintains fair working conditions and is a good example in business and other areas.

The Company realizes that employees are valuable assets and are the heart of driving the organization towards success and sustainable growth. Therefore, it places importance on caring for and treating employees fairly on the basis of respect for human rights by promoting participation. To create value for employees and inspire them to work to their full potential.

#### **Fair Labor Treatment**

The Company places importance on treating its workers or personnel with equality and equity, giving importance to safety in the workplace, taking care of well-being, taking care of mental and physical health, as well as promoting organizational learning and personnel development to improve the work of employees professionally, developing work systems and creating innovations in the organization, including fair employment and providing employees with appropriate compensation according to their potential, free from discrimination due to race, nationality, class, caste, religion, disability, gender, sexual orientation, union membership or political participation, with the following good practices:

1. Child Labor The Company shall comply with the law on the minimum age for employment and shall not allow young workers to work in a manner that is harmful to their health and development, including affecting compulsory education.
2. Forced Labor The Company shall not commit or support the use of forced labor in any form and shall not charge or withhold any identification documents from employees, unless such action is not in violation of the law.
3. Selection of employees and payment of compensation based on knowledge, ability and suitability of each individual with the nature of work and position, without discrimination.



4. Training, promotion, appointment The company promotes and supports employees to gain additional knowledge and skills beyond their work knowledge. The company will send employees to receive training in work-related knowledge to enhance their work skills, self-development skills, and career advancement. For promotion, the company will primarily consider the knowledge and ability of each individual. Employees must have knowledge of the work and skills in personnel management in the unit.
5. Payment of compensation The Company shall pay wages, compensation and benefits in various forms that comply with labor laws and on time, taking into account various factors, such as qualifications, experience, position level, duties and responsibilities, compared to the salary rates of other companies with similar characteristics to the Company, and shall not deduct employees' wages, unless the action is not in violation of the law, including the start and end times of each employee's work day, not exceeding the working hours specified by law, and the employees' overtime hours shall be in accordance with the law.
6. Gender equality The Company shall treat male and female employees equally, except in cases where the nature of the work or conditions of the work do not allow such treatment.
7. Protection of pregnant women The Company has no policy to force women to undergo pregnancy tests and birth control for employment purposes or to force them to leave their jobs. The Company will treat pregnant women in accordance with the law by providing pregnant female employees with safe work at appropriate times that are not harmful to pregnancy or to the fetus. The Company will also not terminate, demote, or reduce benefits due to pregnancy.
8. The Company provides various welfare benefits for employees as required by law and beyond what is required by law, such as accident insurance, provident fund, etc., including various types of financial assistance for employees, such as wedding assistance benefits. Welfare, funeral assistance, etc.
9. The Company provides annual health check-up services to all levels of the Company's personnel, taking into account risk factors based on their level, age, gender, and work environment.
10. Safety, occupational health, environment, and facilities The Company will continuously promote, support, maintain, and improve a safe work environment, prevent any impact on the health and hygiene of employees and related persons, and focus on taking care of, maintaining, preventing, and reducing environmental impacts caused by the Company's and related persons' activities, in accordance with the law.



11. Discipline and punishment In the event that an employee violates the Company's rules and regulations, appropriate disciplinary punishments are determined. Disciplinary punishment will be considered step by step, and the Company has appointed an investigation committee to investigate the facts. Regarding the employee's misconduct, and informing the employee of the misconduct that has occurred so that the employee has an opportunity to explain the various matters, resulting in the greatest possible fairness to the employee.

### **Respect for Human Rights**

Executives and employees have a duty to comply with human rights principles, adhere to the rule of law, and conduct and perform their duties under the principles of respect for human dignity, rights and freedoms, and treat all parties equally without discrimination, avoid actions that violate human rights, support and promote human rights, and communicate, disseminate, provide knowledge, create understanding, and set guidelines for taking care of those involved in business operations throughout the business value chain to participate in business operations with ethics and treat everyone according to human rights principles, according to the following practices:

1. The Company does not perform any actions or support any activities that violate human rights in the organization and the business chain, such as not supporting forced labor, opposing the use of child labor, etc.
2. The Company will respect differences and treat employees equally, without providing benefits or unfairly depriving employees of their rights due to race, nationality, ethnicity, skin color, family origin, religion, social status, gender, age, disability or handicap, political ideology, and marital status.
3. Maintain the personal information of stakeholders, do not violate personal information or seek improper benefits from information. The collection, disclosure, or use of information must be approved by the The consent of the data owner of the Company is complied with in the Personal Data Protection Act 2019, except in cases where the action is required by law, regulation or the Company's rules.
4. The Company shall respect the rights of employees to express their opinions, which includes the freedom to express opinions without interference, receiving information or opinions through various media, and providing communication channels to listen to the opinions of stakeholders.



5. Respect for human rights The Company shall not interfere with activities in the personal rights to adhere to the principles of belief or necessity based on race, caste, nationality, religion, disability, gender, sexual orientation, union membership, or political participation. Such activities shall not affect the work, colleagues, or the Company as a whole, and the Company shall not allow any of the Company's employees to exhibit behaviors that including gestures, words, physical contact or actions that are oppressive, coercive, sexually harassing, rape or sexual exploitation.
6. Establish a process to investigate information or complaints related to human rights after being notified by employees and/or stakeholders, and report to senior management to develop, mitigate or resolve human rights impacts appropriately.
7. Communicate, disseminate, promote and support the business value chain to participate in conducting business with ethics and social responsibility to enhance the culture of mutual respect and continuously develop competitiveness. The company's commitment to respecting human rights is clearly reflected in the company's important management policies, such as the social responsibility policy, the transparent business operation policy, and the quality, environment and safety policy.

Announcement on January 31, 2023

*-Mr. Vanchai Luengviriya-*

(Mr. Vanchai Luengviriya)

Managing Director