

Human Rights and Labor Practices Policy

Siam Global House Public Company Limited and its subsidiaries (“the Company”) uphold principles of human rights and labor practices – the foundation of sustainable development in business, and are committed to respecting, advocating for, and advancing the human rights of all stakeholders across the supply chain, aiming to prevent violations in every aspect of the business operations. International human rights standards, along with the labor regulations of the countries in which the Company operates, serve as a management approach throughout the organization.

Scope of the Policy

This Human Rights and Labor Practices Policy is applicable to all business activities of the Company. The directors, executives, and employees are accountable for acknowledging and implementing the policy. Its commitment aims to encourage all stakeholders, namely, customers, suppliers, creditors, shareholders, contractors and business partners, to support and comply with the policy and practice as follows:

1. Human Rights Practice

1.1 Human Rights Respects

The Company adheres to human rights standards in its business operations, aligning with international human rights principles: UN Guiding Principles on Business and Human Rights (UNGPs), Universal Declaration of Human Rights (UDHR), United Nations Global Compact (UNGC), and the International Labor Organization Declaration on Fundamental Principles and Rights at Work (ILO).

1.2 Non-Harassment

The Company uses preventive measures to ensure that its business activities do not cause any direct or indirect impact that constitutes a violation or infringement of the human rights of stakeholders across the entire supply chain.

1.3 Non-Discrimination

The Company treats every individual with respect for human dignity and equality, fostering an environment of mutual respect, free from discrimination based on any characteristic, including physical or mental condition, race, nationality, skin color, sex, gender, sexual orientation, language, religion, political belief, education, age, social status, culture, traditions, or any other factors. The Company upholds equal and non-discriminatory treatment for all stakeholders: customers, employees, suppliers, creditors, shareholders, and communities involved in its business operations.

1.4 Human Right Due Diligence

The Company develops a robust human rights due diligence (HRDD) system and process to identify human rights risks, assess potential impacts, and establish preventive and mitigating measures. The Company also implements appropriate remediation and mitigation processes in the event of human rights violations resulting from its operations.

1.5 Culture of Respect for Human Rights Respect

The Company strives to foster a corporate culture grounded in respect for human rights, proactively monitoring and addressing any potential violations, and is dedicated to communicating and disseminating human rights knowledge to all stakeholders across the supply chain, including employees, suppliers, contractors, and business partners, to encourage ethical conduct and ensure business practices reflect a strong respect to human rights.

2. Labor Practices

2.1 Discrimination

The Company neither involves nor supports discrimination in employment, recruitment, compensation and remuneration, welfare benefits, training opportunities, promotion decisions, termination, or retirement, because of differences in nationality, race, ethnicity, age, sex, gender, gender identity, sexual orientation, disability, religion, social status, marital status, political affiliation, or other individual beliefs. Employment decisions shall be based solely on the qualifications and competencies relevant to the position applied for.

2.2 Prevention of forced labour

The Company shall not engage in, support, or be involved in any form of forced labor within its own operations or supply chain, and shall strictly comply with national and international labor laws and standards

2.3 Prevention of Child Labor and Respect for Children's Rights

The Company neither employs nor supports any form of child labor. The Company shall not support the employment of underage children, as required by each country's laws and international standards, in its own operations and supply chain. It prohibits child labor involving work that is dangerous to health or in an environment that may cause harm to health and safety. The Company respects, protects, and promotes children's rights in accordance with international principles, including the Children's Rights and Business Principles, and implements appropriate prevention, remediation, and assistance measures in cases where child rights violations or child labor are identified in any of the Company's activities and throughout its supply chain.

2.4 Female Workforce

The Company does not assign female employees to work that harms their health or physical well-being, as defined by law. Additionally, it will ensure that pregnant female employees work in an environment that is not detrimental to their health, hygiene, and the safety of their pregnancy. It will also not terminate, demote, or reduce the benefits of female employees due to pregnancy.

2.5 Foreign Workforce

The Company ensures that all foreign workers' employment is ethical and legal in all practices, covering employment contracts, foreign work permits, compensation and benefits, and safe working conditions.

2.6 Human Trafficking

The Company conducts business ethically, neither supporting nor engaging in human trafficking. All employees are hired voluntarily, free from harassment or coercion, and are provided with a good and safe working environment as required by law.

2.7 Occupational Health, Safety, and Environment

The Company promotes suitable employment conditions, a safe working environment, and occupational health standards to ensure a good quality of life for its employees. Measures to prevent accidents and illnesses that may occur at work, under the protection and fair treatment on a social basis, and the provisions of the labor Law, will always be reviewed, developed, and improved.

2.8 Working Hours

The Company prohibits employees from exceeding the maximum working hours prescribed by law, including overtime and work on holidays. Clear normal working hours, start and end times for work, and specific meal breaks are established. Furthermore, employees are granted all rights to leave, vacation days, and public holidays in accordance with the law. The Company also focuses on specifically reducing excessive working hours to support employees' well-being and work-life balance.

2.9 Remuneration

The Company is committed to paying all employees remuneration, overtime compensation, and other legally mandated benefits at or above the minimum rates prescribed by law. Payments will be made equitably and without discrimination, such as equal remuneration for male and female employees in jobs of equivalent value, and payments during annual leave.

Accordingly, such compensation shall be competitive with market rates within the same industry and sufficient to meet the basic needs of employees and their families (Living Wage), while taking into consideration the cost of living and prevailing economic conditions in the locations where employees work. The Company also provides employees with comprehensive information detailing all remuneration earned for their work in each period.

2.10 Collective Bargaining and Freedom of Association

The Company shall respect 100% of employees' rights to freely associate and form associations under the principle of Freedom of Association, including the right to collective bargaining, in accordance with labor laws and international standards

2.11 Actions for Harassed Employees

The Company prohibits harassment of any kind: violations and sexual harassment. It promotes a respectful working environment and implements measures to prevent employees from experiencing harassment and sexual abuse. This includes harassment through words, gestures, physical contact, or any other method, as well as violence against women. If an employee is harassed and/or sexually abused, the Company will take appropriate action.

2.12 Termination and Compensation

In compliance with Labor Protection Act B.E. 2541, the Company shall not terminate employees without reasonable reason. Employees will be notified prior to termination and receive compensation as required by labor law, unless the employee commits a serious offense.

In case where the Company must carry out mass termination due to necessary improvements or adjustments in its departments, production, sales, or services, the Company will ensure employees receive a minimum of 60 days' prior notification, detailing the termination date and the rationale behind it. The Company will also pay severance compensation to employees as required by labor law.

3 Whistleblowing

The Company offers a channel for complaints or whistleblowing when actions believed to violate the policies and practices are witnessed. Procedures align with the Whistleblowing Policy. Whistleblowers will be protected, and their information kept confidential, ensuring their job position remains unaffected both during and after the investigation process.

4 Remedy and Mitigation

A fair investigation is conducted when a violation of human rights occurs. Appropriate remedies are provided to the affected people according to the nature of the damage, whether it is physical, mental, reputational, or related to labor rights. These remedies include compensation for damages, apologies and reputation restoration, reinstatement, measures to prevent recurrence, and disciplinary action against offenders in accordance with Company rules and regulations.

Mr. Witoon Suriyawanakul
Chief Executive Officer
Siam Global House Public Company Limited