

## **Policies and practices regarding human rights and labor SAHA-UNION PUBLIC COMPANY LIMITED**

**Saha-Union Public Company Limited** recognizes and attaches great importance to human rights by respecting and supporting the protection of human rights in accordance with international standards, while upholding ethical principles and good corporate governance. The Company has established human rights and labor policies and practices consistent with internationally accepted standards to prevent and avoid potential human rights violations that may arise from its business operations, including those of contractors, business partners, and stakeholders throughout the entire business value chain. The Company also promotes and encourages its executives and employees to strictly adhere to and implement these policies and practices to ensure that its business operations are conducted free from human rights and labor violations.

In addition, the Company adheres to the principles of the **Universal Declaration of Human Rights (UDHR)** and the **United Nations Guiding Principles on Business and Human Rights (UNGPs)** as part of its commitment to supporting the achievement of the **Sustainable Development Goals (SDGs)** at both the national and international levels in a practical manner.

### **Definitions**

**Human Rights** means human dignity, fundamental rights, and freedoms inherent to all individuals by virtue of their humanity, as well as the right to equality and freedom from discrimination on the grounds of race, nationality, religion, gender, sexual orientation, age, disability, birth, marital status, political opinion, or any other status.

**Discrimination** means the unequal treatment of individuals through the imposition of additional burdens or the denial of equal benefits and opportunities, rather than treating individuals fairly based on the rights and entitlements to which they are entitled. Discrimination may also include harassment.

**Harassment** means any conduct that infringes upon the rights, freedoms, physical integrity, mental well-being, or dignity of another person without their consent, or that causes distress, fear, humiliation, intimidation, or harm.

### **Human Rights and Labor Practices**

#### **1. Child Labor Practices**

- The Company strictly prohibits the employment of child labor below the legal age requirement. All applicants must provide valid identification and age verification documents.
- In cases where students under the age of 18 are accepted for internships, the Company ensures that they are not assigned to tasks that pose risks or may endanger their health, safety, or development. Interns are not permitted to work overtime or during prohibited hours under applicable laws. The Company also provides a safe and secure working environment to protect their well-being and support their educational development.

#### **2. Preventing Forced Labor Practices**

- The Company does not accept or support the forced labor, bonded labor, human trafficking, or any form of involuntary labor, whether directly or indirectly.

- All employees must be employed voluntarily, with the right to freely decide to join or resign from employment without threats, coercion, or any form of undue pressure.
- The Company does not confiscate or retain employees' personal identification documents such as national ID cards, passports, or other important documents, unless with consent and in compliance with applicable laws.
- The Company does not charge employees any fees, deposits, or expenses for employment, and ensures that recruitment agents or related parties do not impose such charges.
- The Company establishes working hours, weekends, public holidays, and compensation in accordance with the law and fairness. Overtime work is not compulsory and must be performed voluntarily.

### **3. Non-Discrimination Practices**

- The Company treats all employees equally and fairly, without discrimination on the basis of race, nationality, religion, gender, sexual orientation, age, disability, origin, marital status, political opinions, or any other status.
- Recruitment, selection, appointment, transfer, compensation, benefits, training and development, promotion, disciplinary actions, termination, and retirement are determined based on knowledge, abilities, potential, and performance, in a fair manner and without bias or discrimination.
- The Company supports employees' rights to receive at least the minimum wage or a living wage sufficient for a decent standard of living, in compliance with labor laws and principles of fairness.
- The Company does not tolerate bullying or harassment in any form—physical, verbal, or psychological—and has established appropriate measures for prevention and resolution.

### **4. Supporting Freedom of Association and Collective Bargaining Rights Practices**

- The Company supports and promotes employees' freedom of association and their right to collective bargaining, in accordance with labor laws and international labor standards.
- The Company establishes a Welfare Committee composed of employee representatives and employer representatives, as required by law, serving as a mechanism to receive opinions, suggestions, and demands regarding employment conditions and employee welfare.
- The Company does not interfere with, obstruct, or take any action that restricts employees' rights to associate or to conduct activities of the Welfare Committee.

### **5. Safety, Occupational Health, and Working Environment Practices**

- The Company provides a safe, clean, and appropriate workplace, with risk prevention measures, protective equipment, and safety training to prevent accidents and promote safe working practices.
- The Company establishes a committee responsible for:
  - Managing, planning, proposing measures or improvement guidelines, monitoring, and evaluating performance in safety, occupational health, and working environment to prevent and reduce accidents or unsafe conditions affecting employees, contractors, business partners, and external parties working or using services within the Company.

- Monitoring and assessing potential safety and environmental risks that may affect employees and contractors/business partners working within the Company's premises.
- Organizing activities related to safety, occupational health, and working environment, such as training on workplace safety, efficient resource utilization, and waste management.
- The Company conducts basic fire extinguishing and evacuation training at least once a year, and provides knowledge on building safety systems.
- The Company supports the reporting of incidents or complaints related to safety, occupational health, and working environment, to be considered for improving safety measures and enhancing employees' quality of life.

## 6. Human Rights Practices Toward Stakeholders

- The Company respects community rights and complies with applicable laws, refraining from any actions that may negatively impact communities. Preventive and mitigation measures are established, with continuous monitoring and assessment of community and social impacts. The Company also supports and promotes quality of life, education, health, skill development, and provides opportunities for communities to participate in expressing opinions or filing complaints appropriately.
- The Company promotes and supports compliance with human rights and labor laws among its business partners, including contractors, suppliers, and other stakeholders. Human rights policies and practices are communicated to all partners to ensure awareness and compliance.
- The Company monitors human rights practices of its business partners by distributing annual human rights surveys and requesting cooperation in conducting periodic inspections of their operations. In cases where human rights violations are identified, the Company will notify partners to make necessary improvements.

## 7. Whistleblowing and Complaint Channels on Human Rights, and Protection of Whistleblowers

- Whistleblowing or complaints must be submitted through designated secure channels, as the Company has established confidentiality systems and protection measures for employees and all stakeholders. The channels are as follows:
  - **By Mail:** Send letters to the Chairman of the Audit Committee, the President, and/or the General Administrative Office and Human Resources Manager, Saha-Union Public Company Limited, 1828 Sukhumvit Road, Phra Khanong Tai Subdistrict, Phra Khanong District, Bangkok 10260.
  - **Internal Complaint Box:** Located within the Company premises.
  - **Company Website:** Through the official Company website.

## 8. Guidelines for Action in the Event of Human Rights Violations

- If any incident is found to constitute a human rights violation, it must be reported to the responsible unit for immediate consideration to suspend or terminate the incident.
- Guidelines for Handling Complaints of Human Rights Violations:
  - **Investigation:** The responsible unit shall collect evidence, details of the incident, and witness testimonies, and conduct a transparent and fair fact-finding process.
  - **Remediation:** Appropriate and timely remedial measures shall be provided to affected parties.

- **Prevention of Recurrence:** Continuous monitoring shall be carried out to prevent similar incidents from occurring again.
- **Disciplinary and Legal Action:** Disciplinary measures and legal proceedings shall be applied in accordance with relevant regulations and laws.

## 9. Remediation Practices

- The Company seeks to restore the rights or status of affected individuals to the closest possible original condition. This includes reinstating employment rights or status, correcting unfair records or actions, and restoring opportunities to access rights or benefits.
- The Company provides compensation for damages such as property loss, income reduction, or related expenses, in a manner that is appropriate and in compliance with legal requirements.

## 10. Monitoring of Remediation Outcomes

- The Company monitors the outcomes of remediation measures to ensure that affected people receive appropriate, fair, and effective remedies.
- The Company welcomes feedback from affected people to evaluate the appropriateness, satisfaction, and effectiveness of the remediation measures.

## 11. Prevention of Recurrence of Human Rights Violations

- The Company promotes respect for human rights by encouraging employees and stakeholders to freely submit complaints, suggestions, or concerns.
- The Company regularly monitors, evaluates, and improves human rights practices to ensure alignment with international standards and compliance with applicable laws.
- The Company consistently reviews its human rights policies and practices to maintain relevance and effectiveness.

## 12. Disciplinary and Legal Measures

- The Company ensures a transparent and fair fact-finding process. If misconduct is found, disciplinary actions will be taken in accordance with Company regulations, ranging from warnings, suspension, demotion, to termination of employment.
- If the misconduct constitutes a violation of law, the Company will notify the relevant authorities and fully cooperate with legal proceedings.

**This policy is hereby communicated for acknowledgment and compliance by all concerned.**



(Miss Pawasut Seewirot)  
President