

## **Human Rights and Labor Treatment Policy (2023 Revised Version)**

### **Rational**

The Company fully realizes that human rights is an equal basic rights and dignity living of every individual regardless of race, nationality, religion, gender, age, educational background, vulnerability, disability or disadvantaged; they shall receive payment based on equal opportunity. The Company never involves in any violation of human rights. It pays great respect for law, culture, tradition, and international human rights, especially supports and adheres to the United Nations Global Compact: UNGC, and the International Labor Organization Declaration on Fundamental Principles and Rights at Work.

To ensure the Company's business is free from human rights violation, the Board institutes the policy and guidelines concerning human rights aiming at protecting human rights from any violation that might arise from activity of the Company (Direct Activity). This also covers its business partner in business value chain, joint venture, that is to say, supplier and contractor.

### **Scope of Application**

This policy shall be applied to every business operation of the Siam Steel Service Center Public Company Limited, its subsidiaries, business partners and the applying of these guidelines by its business partners. The Company also promotes participation of those involved in the supply chain who have given priority to respect for human rights.

### **Definition of Terms in the Human Rights Policy**

Human rights are rights inherent to all human beings, regardless of physical and mental conditions, race, nationality, country of origin, ethnicity, religion, gender, language, age, skin color, educational background, social status, culture, tradition, and other matters according to the law of respective country as well as treaties to which each country is committed to perform. Human rights include the right to life and liberty, freedom from slavery and torture, freedom of expression and association, the right to work and education, and many more. Everyone is entitled to these rights, without discrimination.

### **Policy**

Every director, executive, and employee shall recognize the respect for human rights and place priority on human dignity, liberty, and equality as well as shall act in compliance with related international laws and principles. This is to ensure all business activities of the Company and its stakeholders in the value chain are human rights violation free. The Company encourages its trade partner and business associate to apply this policy to their business operation with respect for human rights. It is stated in the policy that:

1. The Company treats all employees and stakeholders in all sectors equally and impartially without discrimination against origin of birth, race, gender, age, skin color, religion, disability, disadvantaged, family status, education, or any other status not directly related to work operation. Every employee are entitled to rights required by respective laws and has equal opportunity to work; receive wages, compensation, welfare; career advancement; fringe benefits; freedom of association and collective bargaining according to the Company's rules, regulations, orders, safety and occupational health at workplace.
2. The Company has an intention to foster and promote basic human rights in an applicable manner which is stipulated in the Company's policy.
3. The Company strictly adheres to the human rights principles, trainings are provided for employees to be able to apply the principles to their actual work and does not support any activity that would violate human rights.
4. The Company respects the rights of consumers/customers with fair treatment and safeguards personal information of employees, traders, customers and all sectors of stakeholders as confidential; distributing, revealing, transferring of such information to irrelevant person without permission is prohibited.
5. The Company respects the rights of business partners with fair treatment and arranges for a transparent purchasing/procurement for a fair competition as well as encourages its business partners to follow the human rights principles.
6. Any sexual harassment either against the Company's employees or others having business with the Company is prohibited, this includes verbal and physical sexual abuse, courtship, obscenity, indecency, acquiring pornography.
7. The Company accepts social, environmental, legal, cultural diversities; ability to communicate; experiences; training; educational background; disability; others.
8. The company opposes the use of violence, child labor and forced labor in all forms, both internally and externally, throughout the organization's supply chain and will not engage with any agency, organization or person that violates human rights or commits human trafficking in all cases.
9. The company supports equal rights of people of diverse sexualities and genders (LGBTQI+) and opposes unfair gender discrimination.
10. The Company recognizes and supports community rights by listening to their voices and participation of community.
11. The company is open to criticisms, comments and suggestions from all stakeholders and does not prevent activities of human rights defenders.
12. The Company organizes human rights due diligence at least once a year and instigates penalties for human rights offenders.
13. The Company assures the aforesaid rights of stakeholders and customers are guaranteed and protected.

**Guidelines**

To promote respect for human rights and labor rights at work, and to ensure every employee and stakeholder of all groups is protected and respected equally and fairly, the following guidelines are defined thereof.

1. Pay respect to human rights, treat each other with honor and respect on equality basis regardless of physical and mental status, race, nationality, country of origin, ethnicity, religion, gender, language, age, skin color, education, social status, culture, tradition, or any other.
2. Use caution when performing task and monitor human rights related matters so as to prevent any human rights violation risk stemming from business operation.
3. Support and encourage activities to protect human rights.
4. Communicate, disseminate information to cultivate knowledge and understanding; set guidelines; and give support to partner in business value chain, supplier, contractor, and joint venture; for cooperation in an ethical business operation with respect for human rights and treat others in line with this policy guidelines.
5. Oversee and monitor matters relating to respect for human rights, neither ignore nor overlook whenever find action of human rights violation relating to the Company. Informant of such violation action must report to supervisor or person in charge and cooperate in the investigation of truth. In case of any doubt, consult supervisor or person in charge via assigned channel.
6. The Company takes care and protects any whistleblower who reports matter of human rights violation involving the Company by implementing protection measures for whistleblower or informant as stipulated in the Company's Whistleblower Protection Policy.
7. In the case of human rights violation, the Company shall continuously develop and implement the due diligence process of human rights so as to identify and assess risk and its impact for according mitigation and protection measures and plan as well as monitoring and evaluation.
8. The Company shall track and monitor the operation to resolve the human rights violation, follow the tracking and monitoring process as well as provide support and cooperation to mitigate any impact stemming from or relating to the Company.
9. The Company is committed to create and maintain corporate culture with respect for human rights as stipulated by this policy.
10. Whoever violates human rights shall be deemed acting against the Company's Code of Conduct and shall face disciplinary action and may be subject to legal punishment if the act is against the law.