

**SISB Public Company Limited  
Supplier Code of Conduct***Commitment*

SISB Group is committed to sustaining the highest legal, environmental, ethical and professional standards consistent with the area of human rights, labor, environment and anti-corruption.

This supplier code has been developed with recognition of SISB's Ten Principles, Thai legislation and SISB polices already embedded within the company.

*Application*

This code must be applied to all suppliers and their employees, agents and subcontractors (collectively referred to as "suppliers") that produce goods and/or provide services for SISB groups.

*Evaluation*

SISB groups has established specific supplier expectations regarding supplier performance with the code. We will continue to evaluate suppliers on capability and commercial awareness, while taking into consideration the ability to meet the objectives and expectations of the code.

**Code of Conduct is based on the following standards:****1. Governance and Ethics**

SISB Groups expects our supplier to:

- *Anti-Corruption* - SISB group is committed to conducting its business free from extortion, bribery and all unlawful, unethical or fraudulent activity. SISB's business partners must not offer, give, promise or authorize any bribe, gift, loan, borrowing, fee, reward or other advantage to any government official or employee, any customer, any the Company's employee or any other person to obtain any business advantage or improperly influence any action or decision. SISB's business partners must comply with all applicable laws and regulations.

Act in an ethical, fair and professional manner in all engagements with any party and its stakeholders, and report instances where these standards are breached or are likely to be breached.

- *Conflicts of Interest* - SISB's business partners must avoid any situation or relationship that may involve an inappropriate conflict or the appearance of a conflict with the interests of the Company. The Company's business partners shall not offer or provide excessive gifts, hospitality or entertainment to any the Company's employee or family member of the Company's employees. The Company's employees and their family members may not hold any significant economic interest in any entity that does business with the Company and the Company's business partners are required to avoid such relationship with the Company's employees.
- *Insider Trading* - SISB's business partners must ensure that non-public information obtained in the course their relationship with the Company is not used for the personal benefit of the Company's business partner, their employee or other persons.
- *Confidentiality* - SISB's business partners must protect the Company's information, not disclose it to any unauthorized third party, and use it only for the business of the Company.

## 2. Human Rights

SISB Group respects human rights as set out in the Nation Human Rights which we require our employees to treat others with fairness, respect, and equity.

SISB Group expects our suppliers to respect the rights of their employees and to comply with all relevant legislation, regulations, and directives in Thailand.

### a. Forced and Child Labor

SISB Group is under Ministry of Labor in Thailand and we are expects suppliers to:

- Not use any involuntary labor.
- Employ only workers who meet the applicable minimum legal age requirement.
- Comply with all other applicable child labour laws.
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### b. Wages and Hours

SISB Group expects suppliers to:

- Set working hours, wages and overtime pay in compliance with all applicable laws.
- Pay all employees at least the minimum legal wage or wage that meets local industry standards, whichever is greater, or a “living wage”.

### c. Working Conditions

SISB Group expects suppliers to:

- Provide all employees with a safe and healthy environment.
- Comply with all applicable laws and regulations regarding working conditions.

### d. Work Health and Safety

SISB Groups has a commitment to providing a working environment for all employees, contractors, clients and visitors. SISB Group expect suppliers to:

- Comply with all relevant legislation including the relevant Work Health and Safety Regulations.
- Treat occupational health and safety of employees as a priority throughout all significant aspects of its activities.
- Help and support their employees to stay both vital and productive.
- Take appropriate action, such as policies, standards, procedures, contingency measures and management systems, in order to prevent occupational illnesses and work-related accidents and to provide a safe and healthy workplace to its employees.

## 3. Diversity and Inclusion

SISB Groups recognizes the value of diversity, and the benefits which diverse businesses can bring as suppliers to the Firm, our clients, and our communities. SISB Group treats partners and employees fairly and does not discriminate.

SISB Group expects suppliers to:

- Not discriminate against any employee based on race, religion, age, gender, national origin, citizenship status, marital status, sexual orientation, gender identity, disability, pregnancy, or other legally protected status, in hiring and employment practices.
- Share SISB’s Vision for more gender-balanced teams and strong female gender representation, including at the senior leadership level.
- Demonstrate progress to improve gender equality at all levels.

#### 4.Environment Social Governance (ESG)

SISB Groups recognizes that the long-term success of our business, viability of our communities and biological systems on which we depend are threatened by a range of environmental issues – including climate change, water scarcity, depletion of natural resources and associated biodiversity loss.

We encourage our suppliers to minimize their environmental impact in the course of doing business, and to support and encourage others where they can meaningful do so.

SISB Group expects suppliers to:

- Comply with applicable environmental laws, regulations, and standards.
- Demonstrate a clear understanding of the environmental risks, impacts and responsibilities associated with the products and services they provide.
- Have in place an effective environmental policy, statement, or programme to mitigate these risks, the implementation of which should be evident throughout all levels of the company / school.
- Demonstrate commitment to reducing their negative environmental impacts and provide visibility to their progress toward this commitment.
- Encourage the development and use of environmentally friendly technologies and practices and the reduction of negative environmental impacts throughout their supply chain.

#### 5.Supplier Diversity

SISB Groups is committed to supporting a culture in which diversity is valued internally and externally. We support supplier diversity through engagement with local businesses and social enterprises with relevant business offerings.

#### 6.Business Conduct

Integrity is vital for a sustainable relationship with all our stakeholders. We expect our suppliers to: Act with integrity, constantly striving to uphold the highest standards of ethical practice. Adhere to all applicable laws and regulations. Avoid any conflicts of interest and never participate in improper practices such as bribery.

#### 7.Continuous Improvement

The standards of conduct described in this code are critical to the ongoing success of SISB Groups. Where applicable, we will support suppliers in the establishment of best practices in order to meet and exceed the standards outlined in the code.

As a supplier to SISB Groups, the supplier's role begins, but does not end, with understanding this code of conduct. If any compliance issues arise that raise any questions, the supplier has the responsibility to bring them forward.

#### 8.Acceptance

By signing the SISB Agreement, the supplier acknowledges having read, understood and accepted the required principles of decent business conduct as described in the supplier code of conduct. SISB expects its suppliers to fulfill the key elements by incorporating them in their own business practice.

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#### 9. Corrective Action Process

SISB Groups expects its suppliers to adhere to and to live by the principles of the supplier code of conduct and prefers a continuous improvement approach with its suppliers. In cases of non-compliance, SISB Groups will apply ways and means to correct the non-compliance with the supplier. The supplier will establish a process for the timely correction of deficiencies identified. The supplier will provide SISB Groups with a written report detailing identified deficiencies and a corrective action plan. If there is no commitment or lack of corrective measures, such may result in SISB Groups ceasing to do business and as a final result terminate contracts with the supplier.

All management and employees of SISB Public Company Limited and all subsidiaries are responsible for supporting and promoting this Supplier Code of Conduct.

This Supplier Code of Conduct is effective from 6 October 2020 onwards.

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