

(Unofficial English Translation)

# Supplier Code of Business Conduct



**VGI PUBLIC COMPANY LIMITED**

**Supplier Code of Business Conduct****Preamble**

This Supplier Code of Business Conduct, The VGI Group's is committed to treating our partners with transparency, equality and fairness, with due regard to Business ethics, human rights, environment and safety for all levels of stakeholders. Because the partner are an important part of the business of VGI Group's and to be consistent the main policy of conducting business in accordance with the principles of good governance until it is sustainable in the Business. And will benefit the business of all the partners, with the practice according to the following attachment.

[www.vgi.com.th](http://www.vgi.com.th)

**Supplier Code of Business Conduct****Business Ethics****1. Products and services**

The supplier shall deliver high quality products and services, reasonable and fair price, as well as having to deliver on time in order to keep up with the needs of customers and continuously develop products and services with modern technology.

**2. Compliance**

The supplier shall comply with applicable laws, including regulations that apply to business operation. And the necessary licenses at that location.

**3. Corruption**

The supplier shall comply with applicable laws and regulation concerning anti-corruption, bribery, fraud and any other prohibited business practice. The supplier shall not tolerate any forms of corruption, as well as avoiding involvement with any forms of corruption.

**4. Gifts and giveaways**

The supplier shall not offer, promise or give any undue advantage or gift or reward which will affect the operational decision-making or causing unfair benefits in business decision.

**5. Privacy and Intellectual Property**

The supplier must have a process to prevent the leakage of confidential information and ensure that all employees' and business partners' privacy and valid intellectual property rights are protected.

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### Occupational Health & Safety

#### 1. Occupational health and Safety

The supplier shall provide a health policy occupational health and safety in order to promote a safe and hygienic work environment, including providing adequate personal protective equipment for employees.

#### 2. Emergency Preparedness

The supplier will make available safety information on identified workplace risks and suppliers' employees will be correspondingly trained to ensure they are adequately protected. Suppliers will identify and assess likely and potential emergency situations in the workplace and minimize their impact by implementing emergency plans and response procedures.

### Human Rights and Labor

#### 1. Human Rights

The Supplier shall respect internationally proclaimed human rights and protect the human right of their employees and to treat them with dignity.

#### 2. Labor and Child Labor

Suppliers shall not permit child labor to be used in any operation connected with business. No child below the applicable laws and ensure that their work is not likely to be harmful to their health and not permit the use of forced or involuntary labor of any type.

#### 3. Non-Discrimination

The supplier shall promote equality of opportunity or treatment in employment and occupation without discrimination on the grounds of race, religion origin, gender, sin color, age, physical ability, sexual orientation, political opinion, social status, education or other status.

**Supplier Code of Business Conduct****Environment****1. Waste Controlled**

The supplier must have systems in place to ensure the safe handling, movement, storage, recycling, Or any of these activities that have the potential to adversely impact human or environmental health will be appropriately managed, controlled and handled prior to release of any substance into the environment.

**2. Environment Care**

The supplier shall carry business with care for the environment to protected impact on the environment and will comply with all applicable environmental laws and regulations and encourage the development of environmentally friendly technologies.

[www.vgi.com](http://www.vgi.com)

**Supplier Code of Business Conduct****Information Channels**

If you have any questions or concerns regarding a policy or fine an arrest of a law or policy or illegal activity, you may use one of the following methods to inform us.

Company Secretary: Tel: +66 (0) 2273 8884 Ext. 182 or 322

Fax: +66 (0) 2273 8883

E-mail: [companysecretary@vgi.co.th](mailto:companysecretary@vgi.co.th)

Internal audit : Tel: +66 (0) 2273 8611-15 Ext. 1117-1119

Fax: +66 (0) 2273 8616

E-mail: [internalaudit@vgi.co.th](mailto:internalaudit@vgi.co.th)

You may sent by post following company address.

**VGI Public Company Limited.**

9<sup>th</sup> Floor, TST Tower, 21 Viphavadi-Rangsit Road,

Chomphon, Chatuchak, Bangkok 10900

Tel. (662) 273 8884 Fax. (662) 273 8883 [www.vgi.co.th](http://www.vgi.co.th)



# VGI PUBLIC COMPANY LIMITED

## ACKNOWLEDGEMENT OF RECEIPT Supplier Code of Business Conduct

I, certify that I have received a copy of the Company's Supplier Code of Business Conduct Policy, I understood the policies and procedures contained therein, and I agreed to follow those policies and procedures at all times.

Signed

.....

NAME :

TITLE : .....

Date .....

Attached: Supplier Self-Assessment Questionnaire Document.