

IRPC's Supplier Sustainable Code of Conduct

IRPC is committed to conduct its businesses with fairness, legality and good corporate governance, coupled with social and environmental supports in order to create balance in all aspect and live together sustainably. IRPC also publically disclose the policy and encourage suppliers to implement such principles to extend to the broader boundary. Therefore, in order to have the same understanding, IRPC prepared this manual to be referred to as a guideline for suppliers and require suppliers to conduct same sustainable practice and should have Sustainable Procurement Policy in place as IRPC. However, should suppliers choose not to comply with the manual, IRPC reserves the rights to take any actions to those suppliers as seen appropriate. Such actions will be considered based on possible impact and damages.

Scope of Application

This IRPC Supplier Sustainable Code of Conduct is applied to enforce all supplier and contractor including their employee and sub-contractor or supplier of supplier as well as supplier of contractor

Supplier's Code of Conduct

1. Business Code of Conduct

IRPC is focused to conduct its business in compliance with law and other related regulations both direct and indirect with honesty, ethics, transparency and stand against all forms of corruptions. All products and services acquired must be of quality, which give the company maximum benefits and fair to all stakeholders. Business Code of Conduct includes

- 1.1 Maintain trade confidentiality
- 1.2 Avoid any actions that may result in conflicts of interest
- 1.3 Avoid intellectual property infringement
- 1.4 Establish complain channels
- 1.5 Take part in social development and social responsibility

2. Human and Labor rights Code of Conduct

IRPC support and respect human rights principles both domestically and internationally as well as regularly monitor and ensure that the operations are not involved the violation of human rights. IRPC adhere to several principles of practices, for example, United Nation's human rights principles, and stipulate that:

- 2.1 Suppliers should respect human rights, take into account human dignity, equality, disregard differences in race, nationality, religion, gender, education, disability, and treat their employees with fairness.
- 2.2 Supplier must not use forced labors
- 2.3 Suppliers must not employ child labor and provide labors with all required legal protection.
- 2.4 Suppliers must provide salary and other benefits that employees are rightfully entitled to on time. Also equal pay for equal work.
- 2.5 Suppliers must not force employees to work overtime. If necessary, this must be voluntary.

3. Safety Occupational Health and Environment

IRPC continuously give the importance to the operations that align with the quality, safety, occupational health management standard, set up and constantly review the QSHE policy includes the sustainable development guideline.

- 3.1 Suppliers must provide safe and sanitized working environment for employees and adequate and appropriate personal safety equipment.
- 3.2 In case of an emergency, suppliers must prepare readiness by setting incident evaluation, impact management measures, precautionary plan, and appreciate continuous training for employees.
- 3.3 Suppliers must have a clearly stated environmental conservation policy and commit to utilize resource in the most efficient way and conserve energy used.
- 3.4 Suppliers must strictly comply with safety, occupational health and environmental law.
- 3.5 Suppliers must ensure the installations of waste disposal and management system in the production process, appropriately control air and land emissions, and regularly monitor quality in order to ensure that waste released will not impact the environment in both short and long terms.

4. Ethics and Compliance

- 4.1 Suppliers must conduct their business with ethics and compliance to law.
- 4.2 Suppliers must conduct their business without any form of bribery.
- 4.3 Suppliers must conduct their business with fair competition.
- 4.4 Suppliers must prepare their business accounts correctly and completely
- 4.5 Suppliers must protect their customer's confidential information.

I have read, understood and acknowledged “IRPC Public Company Limited Supplier Sustainable Code of Conduct” and agree to follow this code of conduct in all matters related to our company. Hereupon, I will inform our concerned employee and keep the information as the record to proof that our company has implemented this IRPC Supplier Sustainable Code of Conduct and will deliver such record to IRPC, if requested.

Signature of Supplier and Company Seal

Company Name :

Full Name :

Position / Title :

Date :