



Business Code of Conduct for Partners

Taokaenoi Food & Marketing Public Company Limited

Introduction

Taokaenoi Food & Marketing Public Company Limited (TKN) is committed to conducting the business for a sustainable growth, adhering to the principles of good governance together with responsibility for society and the environment. TKN aware and emphasize the sustainable development of supply chain, fair trade and integrity, including human rights, health and safety, environment and communities.

TKN has developed this Code of Conduct with the intention to promote and support business partners in conducting sustainable business operations align with TKN business ethics and operations under “TKN GREAT CULTURE”, which is the standard and guidelines for the company’s partners and provides an opportunity for both TKN and business partners to contribute the society and environment development, and achieve mutual growth and sustainability following to TKN vision.

“ To become a company that brings about food innovation that brings happiness to consumers worldwide ”

The business practices for our partners are divided into 4 parts as follows:

1. Business Ethics

1.1 Business Integrity and Compliance with Laws

Conducts the business based on accuracy, honesty, transparency, and ethics, complying with laws, regulations or relevant rules at the local, national and international levels where the company conducts business, including labor laws, security, occupational health and safety, and environmental with fairness under international human rights principles.

1.2 Fairness and Conflicts of Interest

Conducts business with full responsibility to ethical standards and business rules. Do not engage and create unfair competitive advantages, conflicts of interest, or self-benefiting practices. Creating a fair trade environment and reliability for all related parties.

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บริษัท เตาแก่น้อย พู๊ดแอนด์มาร์เก็ตติ้ง จำกัด (มหาชน)

สำนักงาน :	337 ถนนพหลโยธิน แขวงบางพลัด กรุงเทพมหานคร 11120
เมืองทองธานี :	โทร. 0 2984 0666 แฟกซ์ 0 2984 0118
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โทร. 0 3592 3055	
โรงงานบพวง :	12/1 หมู่ 4 ตำบลหน้าไม้ อำเภอลาดหลุมแก้ว จังหวัดปทุมธานี 12140
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	Tel. +66 2108 6888



1.3 Confidentiality and Responsibility for Information

Gathers and uses personal information appropriately, ensuring to treat customer and business partner data confidentially and not used without consent, and not used for personal own benefits.

1.4 Respect for Intellectual Property

Respects and refrains from violating others intellectual property and encourages measures to prevent intellectual property violations.

1.5 Anti-Corruption and Bribery

Committed to conducting business with honesty, transparency, and fairness, treating all stakeholders equally following to a good corporate governance practice to ensure a sustainability. Not accepted any kind of corruption, extortion, embezzlement, bribery, or any improper incentives, no matter the public or private sectors. To cooperate with the Thailand Private Sector Collective Action Coalition Against Corruption (CAC) to build trust with stakeholders and shareholders.

1.6 Gifts, Entertainment, or Other Benefits

The acceptance or giving of gifts, entertainment or other benefits following to local traditions and events to express good relationships, provided the appropriate value and complies with relevant laws is possible. Not support the giving or receiving of gifts, entertainment, or benefits that could lead to bribery or result in improper decision-making.

1.7 Deliver a good quality of Product and Service

Dedicated to ensuring customer satisfaction and confidence by delivering high-quality products and services at reasonable prices. Continuously improve product and service standards and ensure timely delivery. Provide product and service guarantees under reasonable terms and conditions.

1.8 Risk Management

Closely monitors risk factors related to economic, social, environment and others, together with an assessment of impact. Establish a risk management strategy for both short-term and long-term business operations to stay ahead of current events and mitigate potential risks.

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2. Human Rights and Labor Practices

2.1 Child Labor Protection

The use of child labor is strictly prohibited. Do not employ any employee under the working age that defined by the laws of each country.

2.2 Non-Discrimination

Respect for human dignity and equality. All employees in any gender, religion, race, nationality, origin, sexual orientation, marital status, social status, pregnancy, or physical disability shall be fairly employed and no any discrimination.

2.3 Labor Protection

2.3.1 Promote a suitable quality of life and working conditions, and ensure labor is protected in accordance with legal requirements.

2.3.2 Female employees shall not be assigned work that may endanger their health or safety. Pregnant employees must be given appropriate protections and benefits as prescribed by law.

2.3.3 Employment of migrant workers must fully comply with the law. Workers must retain possession of their passports and identification documents at all times.

2.3.4 There must be a defined process for receiving and handling employee complaints, especially in cases employee may have negatively impacted from company's operation/business.

2.4 Prohibition of Forced Labor

No forced labor shall be used, including unwilling labor, slavery, coercion, abuse, or violence in any form.

2.5 Wages, Benefits, and Working Hours

Fair and lawful compensation, benefits, and working hours must be provided in accordance with applicable labor laws.

2.6 Termination of Employment

Termination procedure must be in place and follow labor law. Employee contract shall not be unfairly terminated or

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without a clear reason, particularly related to their performance.

2.7 Freedom of Association

The rights and freedoms of employees to associate and participate in association must be respected, in accordance with legal requirements and internal workplace regulations.

3. Safety and Occupational Health

3.1 Safety and Workplace Environment

- Safety management system must be in place for all employee and all individuals working on company premises. The working environment must be safe, hygienic, and designed to minimize and control risks of accidents.

- Training of Occupational Health and Safety must be conducted regularly, and repeatedly trained for new employees or those who change positions.

3.2 Personal Protective Equipment (PPE)

PPE must be appropriately prepared towards working conditions and risks, and supervised an implementation.

3.3 Emergency Plan

An assessment of emergency situation must be conducted together with a preparation of emergency plan.

4. Environmental Protection

4.1 Promote an compliance with environmental laws and regulations, including all national and local commitments, and support environmental friendly activities.

4.2 Promote the efficient use and conservation of natural resources, including the use of sustainable materials, sourcing sustainable energy, and consideration of impacts and ecological diversity.

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4.3 Minimize impact to environment from company operation with proper activities, such as 3R, Reduce consumption, Reuse / Recycle and Replenish to prevent or reduce negative impacts on communities, natural resources, and the entire of environment.

4.4 Promote the avoidance of toxic substances that impact the environment and minimize usage, if necessary, also minimize usage of shortage natural resources as much as possible.

4.5 Develop products, services and innovation, to reduce negative impacts to communities and environment.

4.6 Promote actions to prevent global warming and actively contribute to climate change mitigation.

TKN hopes this information is beneficial and sincerely thanks all business partners for the ethical, legal, and socially responsible cooperation.

Acknowledgment of Agreement: We have read, understood, and agree to comply with the “Business Code of Conduct for Partners” of Taokaenoi Food & Marketing Public Company Limited.

Signed by authorized person / assignee



Sign name

First name - Last name

Company / Name of partnership.....

Date

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