

Sustainability Management Policy

AddTech Hub Public Company Limited (the “Company”) and its subsidiaries (the “Group”) values business growth under good corporate governance and effective risk management in cooperation with operating with responsibility towards society, environment and the value chain by creating technological security for sustainable society and environment, consistent with one of the Group’s missions and stakeholders’ expectations. The Group also places importance on continually increasing efficiency in creating transparency and anti-corruption in business operations, including the introduction of human rights as part of the working principles. In order to develop the Company’s business sustainably, the Board of Directors has therefore established the Sustainability Management Policy. The framework for operations is as follows:

Framework for Sustainability Operational

Conducting business under good corporate governance and adherence to ethical principles along with caring for society and the environment and having a real sense of social responsibility by being considerate of the relevant stakeholders both inside and outside the organization will lead to sustainable business development. The mentioned stakeholders range from shareholders, employees, customers, and community to the wider society.

The Sustainability Management Policy is a framework for operations in various areas for the Board of Directors, executives, and all employees to adhere to with confidence, faith, and understanding of the principles of good corporate governance in order to instill a spirit of social and environmental responsibility to be present at all levels and be ready to support the community and society. The policy focuses on development that is in line with the community’s needs in order to enhance the quality of life and well-being of the community in the long term in accordance with the principles and guidelines of social and environmental responsibility set by the Stock Exchange of Thailand, which is divided into 8 areas covering the following topics

1. Conducting business with fairness

The Company and its subsidiaries attach great importance to operating the business in accordance with the good corporate governance policy including Business Ethics and Code of Conduct as a framework and guideline for conducting business. It considers equality, fairness, non-exploitation, honesty and transparency in doing business, refraining from asking, accepting and paying any dishonest benefits in trading with business partners, adherence to the rules of equal competition and obtaining fair returns for both parties. Business conducts with partners must not give rise to any damages to the reputation of the Company and its subsidiaries or any violations of the laws.

In order to ensure fairness in business operations, the Company and its subsidiaries have set a policy of the Company by giving importance to the rights of all groups of stakeholders, whether internal stakeholders such as employees and executives of the Company or external stakeholders such as customers, creditors, government agencies and other related agencies including community, society and environment. The policy not only complies with the requirements of the law, but also includes refraining from any actions that infringe on or deprive the rights of those stakeholders with the following principles of business conduct.

- Refrain from soliciting, accepting, agreeing to receive any property or other benefit which is beyond a commercial agreement or commercial terms.
- Aim to build good relationships and cooperation with partners to enhance the potential and efficiency of business operations in the long term.
- Maintain confidentiality or information of partners, and do not misuse for personal gain or the gains of those involved.
- The Company and its subsidiaries will not be involved in any actions related to intellectual property infringement, and it encourages executives and employees to use the Company's resources and assets effectively, including using copyrighted goods and services. It does not support any products or actions that infringe intellectual property.
- The Company and its subsidiaries are against unfair competition, whereby the Company and its subsidiaries will not engage in parallel pricing or dumping to eliminate competitors. The Company's pricing is determined by considering market conditions, purchasing demand and other related costs, or it can be said that the pricing is based on product costs and expenses to remain competitive.
- The Company and its subsidiaries have a fair process of selecting suppliers with reasonable price comparison according to the Company's policy with a clear approval process where the authorized person can be verified according to the value of the product, including verification of various information from the beginning to the end of the process and history of past purchases can be retrieved. Procurement-related departments must inspect the purchase of goods and services every time.
- For any unfair treatments, the Company and its subsidiaries have established a complaint channel to receive complaints including via the Company's website or at the Company itself.

2. Anti-corruption

The Company and its subsidiaries operate their business with transparency and adherence to the correctness by providing guidelines for anti-corruption, including supporting activities that promote and instill in executives and employees to comply with relevant laws and regulations and not support the creation of success by fraudulent means. The Board of Directors has a policy to comply with anti-corruption laws by prescribing guidelines as follows:

- Create awareness, values, attitudes for employees to comply with regulations with honesty (according to the Company's Code of Conduct).
- Establish an efficient and effective internal control system including check and balance for the use of power appropriately to prevent employees from corrupting or being involved in fraud and corruption.
- The Company's directors, executives and employees are prohibited from any solicitations or accepting assets or any other benefits for themselves or others that may induce them to act or refrain from performing their duties unlawfully or may cause the Company to lose its legal rights.
- The Company's directors, executives and employees are prohibited from giving or offering to give gifts or any other benefits to third party in order to induce that person to act or refrain from performing anything unlawfully or improperly in their position.

The Company has rules and regulations to prevent any involvement in fraudulence and corruption by communicating to both directors, executives and employees, to ensure that all procedures must be strictly within the scope of the law. If there are any misconducts in the operation due to carelessness or negligence, it shall be punished under the rule of law. The Company provides channels to report violations or corruption and has protective measures for whistleblowers or those who cooperate in reporting corruption by specifying in the Company's regulations.

3. Respect for human rights

The Company and its subsidiaries place importance on respecting human rights by recognizing the value of human resources and wishing employees to take pride in the organization, thus promoting a participatory working atmosphere and providing equal opportunities for career advancement. Employees will

be developed and promoted to have knowledge and competence thoroughly and continuously to create value and maintain excellence in business under the human resource management guidelines as follows:

- Equality and equal opportunity
 - The Company's management treats all employees with equal respect for dignity and human values.
 - The recruitment and selection of personnel is carried out based on the Company's interests and achievements with the principles of integrity, equality, competence and business necessity in order to obtain "good people" and "skilled people" with an attitude that is consistent with work and corporate culture. The Company takes into account the qualifications of each position, educational qualifications, experience and other requirements necessary for the job and without limitations on gender, age, race, religion or personal relationship.
 - Establish a compensation system according to the abilities of employees, as well as providing benefits and welfare to employees and their families by considering the salary structure according to the economic situation. Furthermore, salary increase will be based on business success and performance, as well as the employees' hard work and dedication.
 - Support and encourage employees to develop continuously in terms of core competence by business type, managerial ability and operational capability. The Company will support both budget and time for the continuous development to improve work skills, provide opportunities for employees to advance in their career path including developing employees to become personnel of good quality, attitude and work knowledge.
 - Promote a good communication atmosphere that will lead to good relationships and efficiency in work cooperation.

- Harassment
 - The supervisor should behave in a way that is respected by the employees and the employees should not act in a manner that is disrespectful to the supervisor.
 - All employees must not engage in any acts of abuse or harassment, whether verbally or otherwise, against others on the basis of race, religion, age, physical or mental disability.

4. Fair labor treatment

The Company and its subsidiaries value and realize equality by treating employees with fairness and without discrimination against any person in accordance with the Code of Conduct, which is used as a guideline for the performance of all employees. The guidelines in the Code of Conduct are considered as part of

“Employee’s Rules and Regulations” that employees should follow. In this regard, the Company has explained the Business Ethics to all employees on the orientation day with the Company and has also emphasized the details in the training course for employees. The Company has a system to take care of employees thoroughly and fairly according to the Company’s work regulations as follows:

- The Company and its subsidiaries oversee the compensation for all employees appropriately and fairly without the need for employees to make any claims.
- The Company and its subsidiaries will not discriminate and at the same time will treat employees equally.
- In the event that employees have complaints, the Company and its subsidiaries have clear steps and procedures for dealing with employee complaints by finding a way to settle complaints quickly and fairly in order to limit the issue from extending to a broader extent.

5. Customer stewardship

In addition to complying with the law, the Company and its subsidiaries have a policy for all employees to perform their duties in accordance with Business Ethics related to customers or business partners as follows:

- Customers
 - Committed to strictly comply with the business terms agreed with customers in fairness and accountability.
 - Committed to providing complete, accurate, timely information and continually promoting communication to build customer relationships.
- Business partners and contract parties
 - Committed to providing standardized products and services under the principle of equal-data competition, having criteria for assessing and selecting partners and contractual parties, formulating an appropriate contract format, establishing a management system and monitoring to ensure full compliance with the terms of the contract and prevent fraud and misconduct at all stages of the procurement process. In case of incapability to comply with the contract terms, it is necessary to negotiate with business partners in advance in order to jointly find a solution and prevent damage and to have a principle of timely payment to partners and counterparties according to the agreed payment terms.
 - Committed to developing and maintaining lasting relationships with partners and contractual parties with clear objectives in terms of product or service quality worthy of monetary value, technical quality and mutual trust.

- Employees are prohibited from requesting or receiving any benefits that are dishonest or for personal gains from business partners and contractual parties.

6. Responsibility to Community, Society and Environment

The Company and its subsidiaries attach great importance to the community, society, and the surrounding environment with the awareness that the Company is a part of the society that contributes to the development of the community, society, and environment for sustainability. Therefore, the Company has continued to carry out activities for community, society, and environment in parallel with the business operation under the responsibility to community, society, and environment as a whole, as follows:

1. Carry out activities to contribute to society, community, and environment on a regular basis to improve the quality of life of the community in which the Company is located, both by own initiative and in cooperation with government agencies, private sector, and community.
2. Respond quickly and efficiently to incidents affecting environment, community, life, and property due to the Company's operations, in full cooperation with government officials and relevant authorities.
3. Encourage employees at all levels to realize the importance and become aware of social and environmental responsibility and participate in community and social development by engaging in the following: supporting social activities, improving the quality of life of people in the community, promoting volunteer activities related to community and social development continuously, and instilling awareness of community, social, and environmental responsibility to employees at all levels.

7. To be innovative and disseminate innovations derived from responsible operations towards society, environment and stakeholders

The Company and its subsidiaries will encourage innovation both at the work process level in the organization and at the level of cooperation between organizations. This means doing things in new ways and it can also mean exchanging ideas and services to add value. The goal of innovation is to make positive changes to make things change for the better and to increase productivity in order to maximize the benefit of society.

Innovation dissemination is a social responsibility by communicating and disseminating it directly and indirectly to stakeholders through a variety of communication channels to ensure that Company information is accessible to all stakeholders.

8. Operations and report preparation

- Operations in accordance with policy

The Board of Directors is appointed to appoint a Sustainability Management Team, the number of members is determined to be at least 3 and the Sustainability Management Team selects 1 member to act as the Chairman of the Sustainability Management Team.

The Company focuses on cultivating employees to understand the goals of the organization and work with awareness of having social responsibility. The Company communicates policies regarding sustainability management to all employees to understand through the Company's Corporate Governance Policy which has been announced to all employees so that all employees can follow correctly in the same direction. It also encourages employees to participate in various activities regularly in order to create awareness of participation and create social and environmental responsibility among personnel within the Company. The Sustainability Management Team will consider operational guidelines for social and environmental responsibility that are appropriate for the Company's business operations including the financial status and operating results of the Company to determine the budget and format for carrying out activities for that year.

- Report preparation process

The Company takes into account the framework of guidelines in carrying out sustainability management according to the specified policy and there is a report on performance according to the sustainability management policy on an annual basis to present to executives, the Boards of Directors and shareholders. It will be disclosed in the annual registration form or prepare a sustainability report to publish every year after being listed on the Stock Exchange of Thailand

This Sustainability Management Policy considered and approved by the Board of Directors' Meeting No. 2/2024 on 6 March 2024 and is effective immediately.