

## Code of Conduct

### Business Ethics and Code of Conduct

T Corporation Co., Ltd. has established a Business Ethics and Code of Conduct as guidelines for directors, executives, and employees at all levels to ensure consistent practices, as follows:

#### 1. Compliance with Laws and Human Rights

The Board of Directors requires all employees to strictly comply with laws, traditions, and customs, as well as respect human rights in accordance with legal and international standards. The company emphasizes fair treatment of employees and all stakeholders, free from discrimination, while safeguarding employee rights under labor laws and relevant regulations equally and fairly.

##### Guidelines:

- Show respect and dignity toward one another, treating each other equally without discrimination based on physical differences, race, nationality, religion, gender, language, age, skin color, education, social status, or disability.
- Protect employees' personal information and do not disclose it publicly without consent.
- Exercise caution in performing duties to prevent risks of human rights violations in business operations, and cooperate in monitoring compliance with human rights.
- Ensure fairness and protection for individuals who report human rights violations related to the company, using measures to safeguard complainants or collaborators.
- Any act of human rights violation is considered unethical and subject to disciplinary action under company regulations, and may also be punishable under law.

#### 2. Policies Toward Stakeholders

The company's business operations involve multiple parties, including customers, creditors, business partners, competitors, employees, government agencies, communities, society, and the environment.

##### 2.1 Policy Toward Customers

- Provide and deliver products and services of quality that meet or exceed customer expectations under fair conditions.
- Provide accurate information about products and services to enable informed decisions, without exaggeration or misleading claims.
- Maintain customer confidentiality and refrain from using such information for personal or improper benefit.
- Respond promptly to customer needs.

## **2.2 Policy Toward Business Partners and Creditors**

- Treat partners and creditors equally and fairly, ensuring mutual benefits. Strictly comply with contracts and agreed conditions. If unable to comply, promptly notify partners/creditors to jointly seek solutions.
- Avoid requesting, accepting, or offering dishonest benefits in business negotiations. If such misconduct occurs, disclose details to partners/creditors and resolve fairly and quickly.

## **2.3 Policy Toward Competitors**

- Conduct business within the framework of fair and transparent competition.
- Do not seek confidential information of competitors through dishonest or inappropriate means (e.g., bribing competitor employees).
- Do not damage competitors' reputation through defamation, false news, or attacks.
- Do not engage in agreements that reduce or restrict competition.
- Employees must not disclose or neglect to protect company secrets when dealing with competitors.
- Do not exchange critical trade or confidential company information with competitors.

## **2.4 Policy Toward Employees**

- Perform duties with commitment, honesty, and transparency.
- Respect the rights of fellow employees.
- Supervisors must act in ways that earn respect, while employees must not act disrespectfully toward supervisors.
- Maintain discipline and comply with company rules and good traditions, whether written or unwritten.
- Foster unity and harmony among employees.
- Avoid actions that may harm the company's reputation or image, or cause future problems.

## **2.5 Policy on Social and Community Responsibility**

- Commit to environmental protection and respect for traditions and customs.
- In case of incidents affecting the environment or community due to company operations, fully cooperate with government authorities and relevant agencies.
- Ensure all actions toward society and the community comply with legal requirements.

## **2.6 Policy Toward Government and External Agencies**

The company respects regulations and requirements in dealings with government and external agencies, strictly ensuring no actions that may raise suspicions of direct or indirect corruption.

### **3. Anti-Corruption Policy**

The company adopts a strict anti-corruption policy. Directors, executives, and employees are committed to conducting business ethically, lawfully, and free from all forms of corruption. No one shall request, engage in, or accept corruption for personal, family, or acquaintance benefits, directly or indirectly.

### **4. Conflict of Interest**

Employees must avoid any actions that conflict with the company's interests, whether through dealings with business partners, customers, competitors, or by exploiting opportunities or information obtained as directors or employees for personal gain. Employees must also avoid engaging in competing businesses or outside work that affects their responsibilities.

### **5. Confidentiality and Use of Company Assets**

- Employees are responsible for safeguarding company assets from damage or loss, and using them efficiently for the company's benefit. Assets must not be used for personal or others' gain.
- Assets include both tangible and intangible property, such as movable and immovable assets, technology, academic knowledge, legal documents, patents, copyrights, and confidential information not disclosed to the public (e.g., business plans, financial forecasts, HR data).
- Employees must strictly avoid disclosing or exploiting confidential information.

### **6. Policy on Gifts and Entertainment**

- Employees must not request, accept, or agree to receive money, items, or other benefits from business-related parties.
- Employees may give or receive gifts in accordance with customary practices, provided they do not influence business decisions.
- If necessary, gifts received should not exceed a value of 3,000 THB and must not be cash or cash equivalents.

### **7. Safety, Occupational Health, and Work Environment**

The company prioritizes employee safety, occupational health, and workplace environment. Employees are encouraged to maintain a clean, orderly, and safe workplace.

### **8. Suggestions When Facing Problems**

These ethical principles may not cover all situations, as employees may encounter new challenges. Therefore, when problems arise, employees should seek advice from executives, supervisors, or authorized persons as appropriate.



Effective from January 5, 2026, and continuing until any changes are made or until termination of employment.

Signature: .....

(Mr. Tossapol Kittayakhom)

Managing Director

January 5, 2026