

## Supplier Code of Conduct

The Navakij Insurance Public Company Limited (the "Company") adheres to the principle of transparency, honesty, compliance with the law, social and environmental responsibility under the principles of good corporate governance and sustainable development guidelines.

The Company established the Supplier Code of Conduct to support the Company's business partners. It is used as a guideline for business operations in accordance with the requirements of the law, the Company's Code of Conduct and Good Corporate Governance Principles. It also takes human rights into consideration and treats employees fairly, has occupational safety and health standards, and is socially and environmentally responsible. The Company will monitor the implementation of the Supplier Code of Conduct to promote value creation and lead to sustainable business development and growth.

### Definition

Supplier means the seller, contractor and/or service provider, both juristic person and natural person, to the Company, including subcontractors of such sellers, contractors and/or service providers.

### Guidelines

#### 1. Code of Conduct

- 1.1. Conduct business based on accuracy, honesty, trustworthiness, transparency, ethics, as well as strictly comply with relevant laws and regulations.
- 1.2. Oppose direct and indirect corruption, both direct and indirect. Do not give or accept bribes, as well as do not neglect or ignore when they see acts that fall under the category of corruption.
- 1.3. Avoid transactions that may cause conflicts of interest, including not seeking personal benefits or benefiting close people from doing business with the Company.
- 1.4. Maintain the confidentiality and security of personal data obtained from business operations with the Company without disseminating or misappropriating it, except in the case of compliance with the law.
- 1.5. Respect intellectual property and be careful not to infringe on the intellectual property of the Company or other people.
- 1.6. Comply with the framework of free and fair-trade competition, do not destroy competitors or create unfair trade advantages.
- 1.7. Comply with the business conditions agreed with the Company.
- 1.8. Avoid any actions that may result in damage or defamation of the Company's business.

## 2. Human Rights and Labor

- 2.1. Comply with the law, rules and regulations related to labor protection and not hiring illegal labor.
- 2.2. Respect for human rights and individual rights of employees. Do not discriminate or exclude employees due to differences in race, nationality, color, sex, language, religion, age, political opinions, social status, culture, customs, or any other matter.
- 2.3. Child labor, pregnant women labor and foreign labors must comply with the law.
- 2.4. Do not commit any acts that constitute forced labor, including not using labor in a compulsory manner, threatening, detain, deprive of rights, harass, traffic, or violence against employees.
- 2.5. Employees are not allowed to work for a period beyond the legal limit. In the case of overtime, it must be voluntary of the employee and must have no less holidays and leave days than prescribed by law.
- 2.6. Pay wages, overtime pay, holiday pay, and benefits that employees are entitled to as the law are not lower than the rate prescribed by law.
- 2.7. There is a fair dismissal process, and it is in accordance with the law.

## 3. Occupational Safety and Health

- 3.1. Comply with the law on occupational safety and health in the workplace.
- 3.2. Provide a safe and hygienic working environment that is conducive to productive work and reduce the risk of accidents and potential health impacts from work.
- 3.3. Provide hazardous protection equipment suitable for the operational risks of employees.
- 3.4. There are measures to manage emergency situations, including communication and training for employees to understand and practice correctly.

## 4. Social and Environmental Responsibility

- 4.1. Conduct business with social and environmental responsibility by complying with the law, relevant environmental regulations, regulations and standards.
- 4.2. Appropriate management is in place to prevent and reduce the impact on the surrounding society and the environment.
- 4.3. Promote the efficient use of resources and do not take actions that have an impact on the environment.