

# **Supplier Code of Business Conduct**



**BTS GROUP HOLDINGS PUBLIC COMPANY LIMITED**

*June 22, 2018*

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## ***Supplier Code of Business Conduct***

This Supplier Code of Business Conduct defines the basic commitments required from BTS Group's suppliers concerning their social and environmental responsibilities in the pursuit of securing sustainable business conduct throughout the Group's supply chain.

In consideration for the opportunity of being a supplier of BTS Group, the supplier shall conduct its business in conformity with the standards set out below.

### **1. Legal Compliance**

In addition to complying with this Supplier Code of Business Conduct, the supplier shall comply with applicable laws. Where the provisions of applicable laws and the Supplier Code of Business Conduct are in conflict, the highest standard shall be applied.

### **2. Respect of Human Rights**

The supplier shall respect internationally proclaimed human rights, including the UN Declaration and conventions on human rights, and shall not in any way cause or contribute to the violation or circumvention of human rights. The supplier shall respect the personal dignity, privacy and rights of each individual.

### **3. Labour Standards**

#### **3.1 Freedom of Association and Right to Collective Bargaining**

The supplier shall recognize and respect the right of free association and, where a significant proportion of the workforce agree, collective bargaining of employees. The supplier shall not discriminate against employees' representatives or members of trade unions, who shall also have access to carry out their representative functions in the workplace.

#### **3.2 Prohibition of Child Labour**

The supplier shall not employ or use child labour. "Child" means anyone under 15 years of age, unless applicable laws stipulate a higher minimum working age or mandatory schooling, in which case the higher age shall apply.

The supplier shall ensure that a person under 18 years of age do not perform any hazardous work or work which by its nature poses a risk to the physical, mental or moral well-being of a person under such age.

### **3.3 Prohibition of Forced Labour**

The supplier shall not use forced or compulsory labour. The supplier shall ensure that the work relationship between the employee and the supplier is freely chosen and free from threats.

### **3.4 Non-Discrimination**

The supplier shall promote equality of opportunity or treatment in employment and occupation without discrimination on the grounds of race, religion, national origin, gender, skin color, age, physical ability, sexual orientation, political opinion, social status, education or other status.

The supplier shall prohibit and refuse to tolerate any unacceptable behaviour or degrading treatment towards employees, including mental cruelty, sexual harassment or discrimination, as well as gestures, language or physical contact that is sexual, coercive, threatening, abusive or exploitative.

### **3.5 Working Conditions**

The supplier shall provide remuneration that meets the applicable legal standard on minimum wage.

The supplier shall secure that working hours do not exceed the maximum number of working hours stipulated by applicable laws and industrial standard.

The supplier shall respect the individual employee's need for recovery and ensure that all employees have the right to adequate leave from work with pay.

## **4. Occupational Health and Safety**

The supplier shall provide the employees with a healthy and safe working environment in accordance with applicable laws and internationally recognized standards.

The supplier shall do its utmost to control hazards and take necessary precautionary measures against accidents and occupational diseases. Whenever necessary employees are to be provided with, and instructed to use, appropriate personal protective equipment.

The supplier shall provide adequate and regular training to ensure that employees are adequately educated on health and safety issues.

## **5. Environment**

### **5.1 Environmental Care**

The supplier shall carry business with care for the environment with the intent to prevent negative impact on the environment and will comply with all applicable environmental laws and regulations and encourage the development of environmentally-driven technologies. The supplier shall take into account of the following environmental factors in their operations.

- a) Awareness of Greenhouse gas emissions and efficient energy consumption within their operations.
- b) Consumption of resources efficiently throughout their operations (including materials and water)
- c) Ensuring to maintain the conditions of land promoting conservation, no impacts regarding biodiversity, and no operations leading to results deforestation of protected areas and natural habitats.

### **5.2 Pollution and Waste Management**

The supplier shall have systematic approaches to assure the safe handling, movement, storage, or recycling of any activities, with the potential to adversely impact human or environmental health. Such activities shall be appropriately managed, controlled and handled prior to the release of any substances into the environment for waste management and pollution prevention (hazardous and non-hazardous).

## **6. Anti-Corruption**

The supplier shall comply with applicable laws and regulations concerning anti-corruption, bribery, fraud and any other prohibited business practices. The supplier shall not tolerate any forms of corruption, as well as avoiding involvement, whether directly or indirectly, with any forms of corruption.

The supplier shall not offer, promise or give any undue advantage, favor or incentive to any public official, international organization or any other third party, whether directly or through an intermediary, in order to influence official action or decision, or obtain an improper business advantage.

## **7. Conflict of Interest**

The supplier shall refrain from any action that could lead to a conflict of interest with the Company. If suppliers have interests that could lead to conflicts, they shall disclose this information to the Company.

## 8. Fair Competition

The supplier shall act in accordance with local and international competition laws and shall under no circumstances participate in illegal price fixing, market sharing, bid rigging or any other behaviour that is in breach of relevant competition laws.

## 9. Supply Chain

The supplier shall secure a sustainable sourcing policy for its own suppliers. The supplier shall not discriminate and shall provide equal opportunity in the selection of its suppliers and in the conduct of its business relationships.

The supplier shall make reasonable efforts to promote compliance among its suppliers with this Supplier Code of Business Conduct, or business ethics that are equivalent to the international standards.

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BTS Group will perform ongoing monitoring and assessments of its suppliers to ensure compliance with this Supplier Code of Business Conduct. BTS Group may conduct inspections at the supplier's premises, by BTS Group's own personnel or an independent external third party, with or without prior announcement.

Whenever a situation of non-compliance is discovered, the supplier must develop and implement a corrective action plan in a suitable time frame.

Serious and/or persistent non-compliance may result in a termination of the business cooperation between the supplier and BTS Group.