

BCP

Supplier Code of Conduct

***Supplier Code of Conduct for
Sustainable Business Development***

Bangchak Corporation Public Company Limited



Vision

วิสัยทัศน์



สร้างสรรค์โลกแห่งชีวนวัตกรรมสีเขียว
Crafting a Sustainable World
with Evolving Greenovation

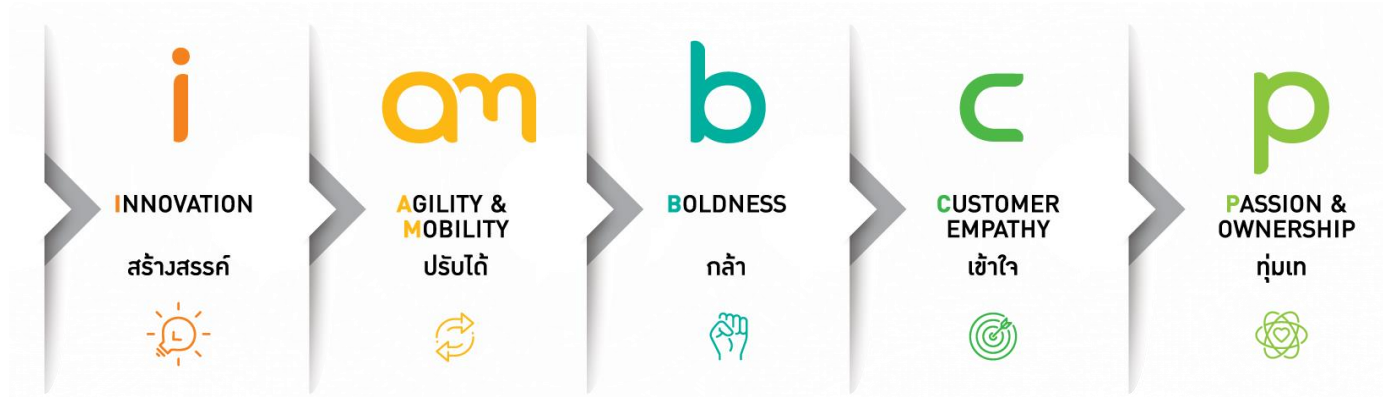
Mission

พันธกิจ

We commit to accelerate **sustainable energy transition**, while **balancing energy security**. We are energizing lives through **greenovative solution** and promoting **ESG for all**.

Core Values

ค่านิยม



Business Culture

วัฒนธรรมองค์กร

Sustainable Innovative Business Development in
Harmony with the Environment and Society

Employee Culture

วัฒนธรรมพนักงาน

To be virtuous, knowledgeable,
and contributive to others

Message from the President

The Bangchak Corporation Public Company Limited (BCP) has adhered to “Sustainable business development in harmony with the environment and society” from the very first day, in addition to upholding employee culture-to be virtuous, knowledgeable and contributive to others. BCP has thrived on these core principles.

Being one of the stakeholders in part taking of our success, BCP strongly encourage our suppliers to conduct sustainable business model in line with the Company’s philosophy and operations. We, therefore, provide our suppliers with the “Supplier Code of Conduct for Sustainable Business Development”, guidelines on Environment, Social and Governance aspects (ESG).

BCP is looking for full cooperation from our suppliers to this code of conduct paving the way to achieve sustainable business growth together.



Mr.Chaiwat Kovavisarach
President

Bangchak Corporation Public Company Limited

Preface

There are many terms that refer to sustainable development, for instance, Corporate Social Responsibility and Corporate Citizenship, but the goals and concerns remain the same. It aims to establish businesses that thrive continuously (economic), benefit society (social), and minimizes adverse effects on the environment (environmental).

Operating business in harmony with environment (E), society (S) and governance (G) have been the main principles BCP adhere to for 38 years. The ESG are internationally accepted as ways towards achieving sustainable development. A concrete example is ISO 26000, the guideline for Corporate Social Responsibility known as CSR. BCP has adapted this guideline to enhance our operation in creating more values to our stakeholders both inside and outside the BCP. As well as encouraging supplier to have a policy and practice guidelines about sustainable procurement. Such operations have five aspects as follows:

- 1. Business Ethics*
- 2. Labor Practice and Human Rights*
- 3. Safety and Occupational Health*
- 4. Environment*
- 5. Social Development Participation*



BCP believes that business operations that take into consideration these responsibilities to stakeholders, as expanded in the “Supplier Code of Conduct for Sustainable Business Development” will help suppliers grow and be more sustainable

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- 1.2 *Fair operating practice*
- 1.3 *Information disclosure*
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- 1.5 *Conflict of interest*
- 1.6 *Anti-corruption*
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2. **Labor Practice and Human Rights**

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- 4.3 *Development of strategies to mitigate and prevent environmental impacts*

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5. **Social Development Participation**

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Business Ethics

1.1 Good governance

Our suppliers have to comply with the rules and regulations relating to business conduct, adhering to accountability, transparency, and auditability under the principles of good governance to their stakeholders.

1.2 Fair operating practice

Our suppliers are committed to fair treatment and responsibility for their stakeholders in addition to operating businesses under fair competition rules.

1.3 Information disclosure

Our suppliers shall neither disclose nor execute BCP information without prior approval from BCP or interfere with others' confidential information.



Business Ethics

1.4 Intellectual property

Our suppliers shall respect and not violate others' intellectual property and set measures to prevent such violations.

1.5 Conflict of interest

BCP upholds business ethics and is aware that without ethics a sustainable business cannot be realized. Suppliers, as a result, are expected to follow the same principle – refraining from all conduct that causes a conflict of interest between our partners and BCP personnel.



Business Ethics

Business Ethics

1.6 Anti-corruption

Our suppliers shall not encourage misconduct and corruption by enforcing anti-corruption measures while promoting internal control and internal audit. In addition, our suppliers have to cooperate with BCP in suppressing misconduct and corruption and participating in the declaration of the Thai private sector opposing any kind of misconduct and corruption.

1.7 Code of Conduct Policy compliance

Our suppliers must strictly adhere to ethical business practices without engaging in corruption, bribery, or illegal activity. This includes refraining from providing benefits or banquets to BCP employees or their relatives on any occasion and refraining from doing business with them to connect with BCP's business operations.



Business Ethics

1.8 Personal data protection

Our suppliers are required to fully abide by all applicable laws on the protection of personal data, including policies, requirements, rules, or regulations relating to the collection, use, and disclosure of personal data as well as providing appropriate protective measures.

In this regard, personal data will be collected, used, and disclosed as necessary and in accordance with applicable laws, policies, requirements, rules, or regulations. Our suppliers are required to ask for permission to disclose the personal information of agents, employees, or other individuals who work for BCP.



Business Ethics

1.8 Personal data protection (continued)

For the case of disclosure of personal data requiring consent from such person and in the event that BCP must obtain consent for the collection and use of the personal information of such persons in accordance with the law on personal data protection, our suppliers are required to obtain consent and notify such person on behalf of BCP for the collection and use of such personal data for the purpose of performing the contract with BCP.



Business Ethics

Business Ethics

1.9 No gift policy

Bangchak has announced a No Gift Policy of all kinds and regardless of value throughout all festivals and occasions, effective from June 20, 2014, to comply with good corporate governance and create good norms in business operations. BCP has asked for cooperation from suppliers in refraining from giving gifts to executives, employees, and those who work on behalf of the company and its subsidiaries during festivals and on any other occasion to conduct business with transparency and without anticipating any other unethical benefits in return.



Business Ethics

Labor Practice and Human Rights

2.1 Labor Law Compliance

Our suppliers have to completely comply with labor laws and human rights.

2.2 Equitable Treatment

Our suppliers have to respect the dignity of employees and treat them fairly and equally. They must not violate human rights, use forced labor, or discriminate, even in the presence of differences in nationality, religion, gender, including LGBTQ+ diversity, age, education, beliefs, disabilities, or any other matters. They are obligated to respect the right to collective bargaining and freedom of association to join or not to join associations, unions, or various organizations as provided by law.

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นโยบายความรับผิดชอบต่อธุรกิจ
ต่อการเคารพสิทธิมนุษยชน

Labor Practice and Human Rights

2.3 Labor Protection

Our suppliers, as employers, have to protect their employees with their responsibilities as stated in related laws. The supplier's employees must be at least 15 years old. In the case of members of the workforce aged between 15 and 18, if unavoidable, they have to be protected, including their wages and other benefits and rights, in accordance with labor laws.

2.4 Labor Force

Our suppliers shall not force their labors in any form of forced labor that include physical punishment, threat, detention, intimidation, harassment, human trafficking, or violence. In addition, suppliers shall have a complaint handling system with appropriate mechanisms, including keeping the complainant's information confidential.



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Labor Practice and Human Rights

2.5 Wages, Fringe Benefits and Working Hours

Our suppliers shall strictly follow related laws about wages, overtime fees, remunerations, working hours, and welfare according to laws on time and also equal pay for equal work. In addition, suppliers must not force employees to work overtime longer than specified by laws. If necessary, this must be voluntary.

2.6 Termination of Employment

In case of employment termination, our suppliers have to follow related legislation with fairness.

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Safety and Occupational Health

3.1 Safety and Workplace Environment

Our suppliers shall strictly follow laws which were related to safety and occupational health, providing a healthy and safe work environment to reduce and control the effect of injuries/ illness/ incidents and emergency cases. In addition, suppliers should be encouraged their employees to raise safety concerns without fear of retaliation.

3.2 Personal Protective Equipment (PPE)

Our suppliers shall provide their employees with suitable and sufficient personal protective equipment.

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Safety and Occupational Health

3.3 Emergency Response Preparedness

Our suppliers shall identify and evaluate any emergency situations, including preparing emergency plans and response procedures, and continuously provide training to their employees to ensure that they understand, take appropriate actions, and safely when an emergency occurs.

Our suppliers must report to BCP immediately in the event of an emergency (e.g., spills, fires, complaints, non-compliance with the license, etc.) that may affect BCP during operations or in the area of responsibility of BCP.

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Environment

4.1 Laws, rules, and regulations compliance

The requirements of the factory license or other pertinent permits must be adhered to in full by our suppliers. In compliance with the law, they should have environmental management systems, such as waste management systems, effluent quality control systems, and air quality control systems. Moreover, they should support the development of environmental management to achieve the Green Industry Level 2 (GI Level 2) onwards.

4.2 Efficient resource allocation and environmental-friendly management

The 3Rs: Reduce, Reuse, and Recycle should be adopted by our suppliers, who should also choose environmentally friendly goods and services and be mindful while doing any activities that could harm the environment including Biodiversity.



Environment

4.3 Development of strategies to mitigate and prevent environmental impacts

Our suppliers should promote energy-efficient practices throughout the whole value chain, whether in the areas of purchasing raw materials, manufacturing, transportation, or services. They ought to assist in creating the GHG Inventory and promote adopting policies that will lessen greenhouse gas emissions and the effects of climate change.



1 Reduce
2 Reuse
3 Recycle



The Company's partners should use the products and services that are environmentally friendly. And carefully any action that may affect the environment.

Social Development Participation

Our suppliers should conduct business that takes into consideration community and societal concerns and the effects business operations may cause to the surrounding community and participating in the improvement of their quality of life.

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Supplier Acknowledgement Form

I have read, comprehended, and agreed to abide by Bangchak's Supplier Code of Conduct for Sustainable Business Development. I'm prepared to do so in all regards related to sustainable business operations. I will keep evidence of compliance with this guideline and deliver it to Bangchak as requested.

Company name	
Name - Surname	
Position	
Address	
Signature	
Date	

The document must be signed by authorized signatories and affixed with the company seal.

Please send a completed form to purchasing@bangchak.co.th.

For more information, please contact the Procurement Management Department, Bangchak Corporation Public Company Limited Tel. 02 335 4301 to 19.



Contact Information

For more information or suggestion, please contact
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