

## **Good Corporate Governance Policy**

# (1) **Rights of Shareholders**

The Company realises the great importance of the fundamental rights of all shareholders, including institutional shareholders. All shareholders should exercise their various rights as an investor, such as the right to vote, to appoint a proxy in trading and transfer of shares, to share the profit of the enterprise, to obtain adequate information regarding the Company, to attend the shareholders' meeting and vote, to propose an agenda in advance, to nominate the persons for directors and auditors appointment, to set audit fees, to make crucial decisions that may affect the Company such as the allocation of dividends, regulations and memorandum prescription or revision, capital reduction or increase, and approval of special items. Each share equals one vote.

In addition to the above fundamental rights, the Company also provides important and necessary information for shareholders regarding its business operations in a clear, up-to-date, and equal manner by disclosing information through the SET Link website and the Company's website (www.taokaenoi.co.th/ir) continuously.

Guidelines to support participation and communication with shareholders include:

1. The Company provides opportunities for shareholders to propose meeting agendas and make a nomination for directors in advance of the shareholders' meeting, which shall be included in the meeting agenda and directors' election. The Company publishes details on the rules and procedures of the rights above, including nominees' qualifications for directors through the SETLink website and on the Company's website (www.taokaenoi.co.th/ir).

2. The Company publishes information regarding details and agendas of the shareholders' meeting together with relevant documents at least 30 days in advance of the meeting. This ensures all shareholders receive clear and sufficient information and allow some time to study the information in advance of the shareholders' meeting. The data is published via the SET Link system and on the Company's website (www.taokaenoi.co.th/ir).

3. Regarding shareholders' meeting invitation letter, the Company provides detailed information of date, time, format and venue of the meeting, including each agenda, clearly stating an agenda as acknowledgement or approval. For example, agendas concerning the directors are divided into directors election, directors' remuneration, accompanied by explanation, opinions of the Board of Directors, and information of other meetings such as voting and notification, each share type's rights to vote, and information

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โทร. 0 2984 0666 แฟกซ์. 0 2984 0118
55/5 หมุ่5 ต่าบลสามบัณฑิต อำเภออุทัย พระนครศรีอยุธยา 13210 โทร. 0 3592 3055
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## Taokaenoi Food and Marketing Public Company Limited

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of independent directors proposed by the Company as a shareholder's proxy. The documents required to present by shareholders before meeting attendance are also included in the invitation letter, such as documents for proxy, registration procedures, and meeting venue map. Attachment of a proxy form and a list of independent directors for the shareholders to appoint a proxy is also made. The Company publishes the meeting invitation letter together with related documents such as registration form, documents required by the attendees before the meeting attendance, and proxy form on the company's website, both in Thai and English in advance of the shareholders' meeting date. The aforementioned documents are delivered to the shareholders in advance through Securities Depository (Thailand) Co., Ltd., the registrar of the Company, for shareholders to study the information before the meeting.

4. In the event that the shareholders cannot attend the meeting in person, the Company allows shareholders to appoint independent directors or any person to attend the meeting on their behalf by using the proxy form attached to the meeting invitation letter or the proxy form specified by the Department of Business Development, Ministry of Commerce.

5. The Company facilitates shareholders and institutional investors by choosing an appropriate meeting venue with convenient transportation, as well as providing stamp duty for the shareholders to appoint a proxy.

6. Shareholders are allowed to propose meeting agenda as well as to nominate a per son for directorship in advance. The chairperson will explain number and proportion of shareholders attending in person and proxy holders, voting and counting votes to shareholders before starting the meeting. The meeting sequence is in accordance with the agenda set forth in the invitation letter sent to the shareholders without any sequence changes, as well as no consideration for other matters than those specified in the agendas. The Company assigns a legal advisor to supervise the meeting and to review the votes to ensure compliance with the law and articles of association. There are inspecting person or witness for counting votes in the meeting selected from minor shareholders, legal advisor company, independent auditor and TSD. All matters are recorded in the minutes of the meeting. Shareholders who attend the meeting after the chairman has announced start of the meeting are entitled to the right of voting on agenda items under consideration which no resolution has yet been made. As a result, there may be different voters for each agenda item.

7. The Company conducts AGM with transparency and auditable mechanisms. Board of Directors, executives, related personnel, as well as the auditor all attend the meeting to answer questions and acknowledge opinions of the shareholders, including shareholder rights protection volunteers from the Thai Investors Association who attend for observation as well.

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<b>สำนักงาน</b> : เมืองทองธานี	337 ถนนบอนด์สตรีท ตำบลบางพูด อำเภอปากเกร็ด นนทบุรี 11120 โทร. 0 2984 0666  แฟกซ์. 0 2984 0118
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8. The Company has implemented a barcode system for the registration and vote counting of AGM to help facilitate prompt registration and voting process. Each agenda's vote counting results will be informed to the meeting after the completion of the vote counting of the said agenda. If some agenda takes longer than usual, the chairman of the meeting will proceed with other agendas first in order to ensure the meeting continues, and once the vote counting is finished, the result will be informed to the meeting immediately.

9. The Company publishes AGM meeting resolutions to the public on the voting result of each agenda within the shareholders' meeting date or by 9 AM of the next business day as the latest via SET Link system for investors. The minutes of the meeting, including questions, clarifications and opinions of the shareholders submitted at the meeting are fully published within 14 days from the date of the shareholders' meeting (both for the annual general meeting and the extraordinary general meeting of shareholders) submitted through the SET Link system as information for the Stock Exchange of Thailand and on the company's website (<a href="http://www.taokaenoi.co.th/ir">www.taokaenoi.co.th/ir</a> )

- 10. Followings are minimum information required in minutes of the meeting:
  - (a) List of directors and executives attending the meeting, proportion of the director attending and bsent one, list of person supervising the meeting and inspecting the votes.
  - (b) Voting method and vote counting method, meeting resolution and voting result (agreed, disagreed, abstained of each agenda)
  - (c) Questions and answers made during the meeting, names-surnames of person raising questions and respondent

# (2) Equal Treatment of Shareholders

The Company is aware of the duty to protect the interests of all shareholders in every group, whether major shareholders, minor shareholders, ordinary shareholders, institutional investors, Thai or foreign shareholders are all entitled to truly fair and equitable treatment for their best interest in the following matters:

1. The Company allows shareholders to propose meeting agendas and nominate candidates for directors election to replace those who are ending their terms by rotation in advance. The Company published through the SETLink system of the Stock Exchange of Thailand and on the Company's website: www.taokaenoi.co.th/ir for consideration by the Nomination and Remuneration Committee. The matter was then presented to the Board of Directors for consideration before adding to the shareholders' meeting agenda and proposing to the shareholders' meeting for further approval.

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2. Shareholders can send their questions related to the meeting under the criteria disclosed on the Company's website.

3. The Company allows shareholders who cannot attend the shareholders' meeting in person to appoint a proxy from the Company's independent directors or other persons to attend and vote on their behalf.

4. The Company prepares the proxy form according to the Ministry of Commerce's specification, where the shareholders can determine the direction of their votes. The proxy form is sent out together with the invitation letter. The shareholders can also download the proxy form from the Company's website.

5. The Company has prepared ballots for shareholders to vote on various agendas. For agenda concerning directors election, the shareholders can exercise their rights to elect individual directors. The vote counting on each agenda item proceeds openly and transparently.

6. The chairman of the meeting conducts the meeting according to the agenda sequence stated in the meeting invitation letter without adding any other agenda not specified in the invitation letters, especially, the important matters where shareholders need time to consider.

7. All shareholders are entitled to vote according to the number of shares they hold. One share equals one vote.

8. Directors and related executives will attend the meeting to answers the questions from shareholders.

9. The Company encourages independent individuals to count or check the votes in the meeting, disclose the voting result of agreeing, disagreeing, and abstaining on each agenda item to the meeting for acknowledgment, with a record in the minutes of the meeting.

## **Internal Information Usage**

The Company has set measures and informed the directors and executives regarding the prohibition of directors, executives, employees at director level or above, as well as personnel concerned with the internal information to trade the Company's securities within one month before the disclosure of financial statements and 48 hours after material information is disclosed (Blackout Period). The Investor Relations Department will notify the relating persons in advance by letter. The penalty is also imposed for any violation of the Company's internal information for personal benefit and others, with penalties ranging from verbal admonition to dismissal.

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Directors and executives must report their securities holdings when appointed to the position of director or senior management of the Company for the first time by filing the 59-1 form to the SEC within 30 business days from the date of office, and report any change in the Company's securities holding when buying, selling, transferring or accepting the transfer of the Company's securities by filing the 59-2 form within three business days via the SEC's website since the date of the change.

# **Guidelines for Internal Information Usage**

For equality of information access and prevention of personal use of internal information for the benefits of directors, executives, employees, and workers, the policy also applies to spouses and minors of directors, executives, employees, and workers. To comply with the Good Governance Policy, the Board of Directors has considered and approved the formulation of the policy on the supervision of internal information use with the following details:

Directors, executives, employees, and workers of the Company must maintain the Company's 1. confidentiality and/or internal information.

2. Directors, executives, employees, and workers of the Company must not disclose the Company's confidentiality and/or internal information for personal gain or benefit of any other person, whether directly or indirectly, with or without the return.

З. Directors, executives, employees, and workers of the Company must not buy, sell, transfer or accept the transfer of the Company's securities by using confidentiality and/or internal information, including performing any act by using the Company's confidentiality and/or internal information which may cause either direct or indirect damage to the Company. The violation of these regulations will be considered a serious offense.

4. The Company has set guidelines for the prevention of insider trading by prohibiting directors, executives, employees at department director level or higher, and other personnel concerned with the internal information with risks of insider trading to trade company securities within 1 month prior to the disclosure of the quarterly and annual financial statements, and 48 hours after material information is disclosed.

5. Directors and executives must report on the purchase or sale of the Company's securities and changes made regarding holding such securities to the Company every time and reporting such changes to the SEC. According to Section 59 of the Securities and Exchange Act B.E. 1992 and the amendments ("Securities Act")

The Company prohibits the current and former directors, executives, and employees of the 6. Company to disclose internal information or the Company's confidentiality, as well as the Company's business partners' confidential information that they receive while performing their duties to third parties, regardless of the harm the information disclosure might cause the Company or its business partners.

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เมืองทองธานี

โรงงานโรจนะ

โรงงานนพวงศ์ :



In this regard, the Company has imposed disciplinary action for those seeking benefits from the use or disclosure of the Company's internal information, which may cause damage. The appropriate punishment will be applied, such as verbal/written admonition, probation, as well as the termination of employment as a discharge or dismissal accordingly. The Company's management must acknowledge the obligation to report their Company's securities holdings, including those of their spouses and minors.

In addition, the violation of the prohibition is an offense under the Securities Act. It is subject to the maximum two year imprisonment or a fine from THB 500,000 to THB 2,000,000, or both.

# **Guidelines for Conflicts of Interest Prevention**

The Board of Directors establishes a policy to prevent conflict of interest on the principle that any decision involving transactions of the Company must be in the Company's best interest and shareholders. The Company's personnel, including directors, executives, and employees, shall not use the opportunity to act as the Company's personnel for their personal and others' benefits, whether financial or other types of services. They also must try to avoid involvement in any activity that may create a conflict of interest. Any business transactions made by personnel or a juristic person with a stake in connection with the Company, such transactions must be disclosed in accordance with the Company's regulations. It is the duty of the directors, executives, and employees to protect the legitimate interests of the Company by limiting the freedom of activities for directors, executives, and employees with the following guidelines:

Directors, executives, and employees should refrain from operating businesses of the same nature 1 and compete with the Company's business, whether for personal or others' gain, which may cause direct or indirect damage to the Company. They also shall not become partners, shareholders with decision-making power, directors or executives in businesses that have the same nature and are insignificant competition with the Company's business, unless proven that such action will not affect the Company, and measures will be taken for the Company's and its shareholders' best benefit as a whole. On such occasion, the directors, executives, and employees shall report to the Company Secretary immediately.

2. Directors and executives shall disclose private business or business transactions with family, relatives, or dependents that may cause a business conflict of interest with the Company, such as joint investment or having benefits with the Company's business partners or customers. The disclosure includes any position holding or consultant for the Company's business partners or customers, direct goods trade or services to the Company or through others.

З. Directors, management, and employees of the Company must make business operation decisions in the best interests of the Company.

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เมืองทองธานี

โรงงานโรจนะ

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4. Directors, executives, and employees of the Company must avoid making any personal transactions that may lead to conflicts of interest with the Company. If necessary, any actions and decisions made by the Company's directors, executives, and employees must be based on the Company's best interest and free from the influence of personal needs of themselves or relating persons either by blood or other intimate relation. The prices used must be reasonable and fair as if transactions with third parties. However, when making decisions or approving transactions that may lead to conflicts of interest, such matters must be reported to supervisors for approval or withdrawal from such transactions.

5. Directors, executives, and employees of the Company must work full-time to the best of their ability without any personal business that may affect the performance of their duties and the Company's working hours.

6. Directors, executives, and employees of the Company must not engage or participate in any business that is in competition with the Company, or become partners, shareholders, directors, or management with decision-making power in competing business or similar business nature, whether for direct or indirect personal benefits.

7. Company directors, executives, and employees must avoid any involvement in financial and/or other types of relationships with other third parties, which may cause the Company to lose interest, create a conflict of interest, or hinder its effective operation.

8. Directors, executives, and employees of the Company must not provide or use the Company's internal information for one's or others' benefit, regardless of the damage that action might cause the Company. In addition, they must strictly adhere to the Company's internal information usage policy.

9. Directors, executives, and employees of the Company must not take any action that is considered the nature of management to undermine the Company's interests or facilitate benefits for any person or juristic person, either for personal or others' benefits.

10. Directors and executives must refrain from voting must not participate in the meeting concerning consideration or approval of the transaction item they possess conflicts of interest. Those involved or have a stake in the transaction that may create a conflict of interest with the Company must inform the relationship nature, or their stakes in the Company's said transactions.

# (3) Responsibility towards Stakeholders

The Company emphasizes the treatment of stakeholders and considers their rights, both within and without the Company. Stakeholders are supervised by the Company, according to the rights entitled under the relevant law. The Company also promotes cooperation between the Company and the stakeholders to create wealth, financial stability, and corporate sustainability. There are numerous groups of stakeholders in the corporate governance system, which can be summarized by the treatment guidelines as follows:

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1. **Shareholder** the Company attaches great importance to the shareholders as the owners of the Company. Therefore, as the shareholders' representative, the Board of Directors manages and conducts business cautiously and carefully to achieve the Company's goals. The Company treats shareholders equally and fairly, with an arrangement for various disclosure of information consistently, completely, correctly, and equally to all stakeholders. The Board also supervises and prevents the directors, executives, and employees from exploiting the undisclosed information in an unethical manner.

2. **Employees** the Company is committed to establishing a fair human resource management system and fair performance assessment. The Company recruits and retains talented employees with operational experience by constantly developing and enhancing the competence of employees, including providing opportunities for their career advancement and stability, as well as equal treatment of all employees in various ways as follows:

**Compensation** The employee compensation base on knowledge, skill, experience, position, responsibility of each person, including consistence with operation result of the Company in short and long term, in connection with the value created for shareholders, economic and social context. The compensation is provided in form of salary and bonus under appropriate structure. The Company prepares every year the budget for compensation to ensure coherence with the Company's short- and long-term operation result. The short-term operation result based on et profit while the long-term operation result depends on long-term business plan, such as business growth, business expansion and net growth of earnings.

In terms of welfare, the Company provides employees with appropriate welfare and benefits comparable to other companies in the same or similar business and according to the law, such as uniforms, annual health checks, social security, group insurance (life and health insurance), and provident fund.

**Long-term employee care**, the Company provides its employees the provident fund. Member employees are accumulated monthly to the fund at 3-7% of the employees' remuneration, plus 3-7% of the Company's monthly contribution to the fund at the rate of 3-7% of the employees' wages according to their years' experience.

3. **Customers:** the Company is committed to continuously improving product quality by focusing on consumer safety and satisfaction and taking full responsibility for customers. Various actions are taken to gain customers' confidence and satisfaction in the Company's products with quality and fairness at a reasonable price. The Company has a department responsible for customer relations for advice on products and a channel which customers can report problems regarding product usage, complaints on inappropriate services which can

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be made via e-mail or call center. This is for immediate and appropriate prevention/problem solving for the customers, including further improvement and development of products and services.

4. Business Partners, Business Competitors, and Creditors: the Company adheres to equality and honesty in business operations for mutual benefits based on good business ethics and strict legal compliance to all parties' rules and conditions. The Company aims to create a business alliance while maintaining good relationships with all parties, including legal, equitable, and fair contracting with creditors with no advantage taken. In addition, a framework for honest and transparent trade competition is followed by adhering to the commercial terms and conditions specified and the support for suppliers or business partners who ethically conduct their business with social and environmental responsibility. The Company will not engage in transactions with illegal individuals or entities in a corrupt manner. The purchase price must always remain reasonable and fair, taking into account the quality and service received. Regulations for procurement and operation have been established based on fairness and transparency, focusing on mutual benefits. Regarding fraud prevention, the Company will terminate its relationship with its business partners immediately if fraud, bribe, or benefit of any kind are evident in order to enter into any contract or transaction with the Company.

5. **Community, Society, and Environment:** the Company is aware of its role as a part of the society and community and therefore places great emphasis on the community, society, and environment. The Company provides education and training to cultivate a sense of responsibility towards the community, environment, and society among employees at all levels and encourages the employees to participate in various activities held by the Company.

**Community and Society**: the Company is aware of its responsibility towards society in the form of help and support to give back to the local community. The Company, therefore, helps create jobs and opportunities such as providing scholarships and participating in various activities that contribute to the development of the community's public health. In addition, the Company organizes activities to promote society quality in multiple fields, including continuous donation for public benefit.

**Environment**: the Company places great emphasis on building values and conscience towards environmental conservation and the use of valuable resources through training and various activities. This includes campaigning and cultivating cost-effective use of resources within the organization, such as the office paper reduction campaign, electricity-saving during breaks, and wastewater treatment system in the factory to facilitate an environmental and community-friendly production process.

The Company operates its business focusing on sustainable growth development apart from the emphasis on sales and business returns to maintain the balance of organization growth, business value

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## Taokaenoi Food and Marketing Public Company Limited

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delivery to stakeholders, and the environment. Once the lack of balance occurs, it will significantly affect the Company's sustainable growth. The Company's operating guidelines take into account the environment, social and governance, which will lead to continuous improvement such as

- Knowledge development and profound understanding of employees at all levels towards the importance of sustainable corporate development, which reflects on the Company's values
- Conduct the study of the impact on economic, social, and environment before implementing any company's activities.
- The Company assigns relevant departments to promote sustainable business growth and set the Company's standard by participating in various projects concerning sustainability.

In addition, the Company attaches great importance to fundamental human rights to promote non-discrimination and respect for rights and freedom. It promotes equality, no discrimination between sexes and classes, no child labor, and anti-corruption of all forms as a part of the Company's Corporate Governance Policy. It demonstrates a clear and unwavering intention not to support or conduct business with entrepreneurs involved in human rights abuses. This includes fair and equal treatment towards employees by providing welfare, safety, occupational hygiene, and appropriate compensation and prevention of all forms of child labor.

6. Mass Media: the Company places great importance on disclosing information to the media with accuracy, clarity, and audibility, focusing on building good relations with the media as a way to communicate and exchange ideas with relevant parties.

7. **Civil Society and Academics:** the Company operates its business with responsibility towards society and all stakeholders groups. Opinions hearing and exchange for correct information are conducted, including information exchange accuracy as part of the cooperation between the Company and stakeholders towards sustainable mutual growth.

## **Stakeholders Contact Channels**

The Company provides various channels for notification, complaints, comments, or suggestions that concern the stakeholders' risk and effects that may cause damage to all groups of stakeholders from the Company's business operations or the Company's employees' practice regarding illegal or ethical acts. This

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includes behaviors that may imply corruption, discrimination, or negligence, or lack of prudence. The complaints can be made through the following channels:

- 1. The Company's website www.taokaenoi.co.th
- 2. E-mail : whistleblower@taokaenoi.co.th
- 3. Post via one of the directors

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The Company has in place mechanism and managerial procedures (record, follow up progress, remedy, report), for complaints made by stakeholders, including providing more than one channel to receive the complaints conveniently. The complaint channel is disclosed on the Company's website or Annual Report. Followings are our complaint management procedures.

The employees or stakeholders report whistleblowing, complaints, comments, or suggestions through the specified channel. Then, the Company will investigate and make an investigation record in writing with no disclosure of the information regarding whistleblowers for confidentiality and protection of the whistleblowers. In the event that supporting evidence was found, the investigation committee will be set up to determine and consider the punishment and make a further report to the Audit Committee and the Board of Directors.

# (4) Information Disclosure and Transparency

## Information disclosure

The Company realizes the importance of necessary information disclosure, which must be accurate, complete, current, transparent, straightforward, verifiable, and timely and helpful towards investment and management decision-making of all stakeholders. Therefore, measures for the disclosure of both financial and non-financial information according to the law are crucial. The Company provides information to all concerned parties in a fair, appropriate, correct, reliable, timely manner, ensuring equal access to information of all groups of stakeholders, such as

1. Preparation of annual reports which contain complete, accurate, reliable information in a timely manner.

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2. Publish relevant information in advance in a satisfactory and timely manner via the website before sending out the meeting documents to the shareholders to ensure sufficient time for shareholders to study information in advance of the meeting.

3. Require directors and top management to disclose and changes made towards shareholding by revealing the number of shares held at the beginning and the end of the year and report the purchase of the Company's ordinary shares during the year, including their spouses and minor child (ren) in the annual report.

4. Any directors involved or interested in any agenda must refrain from voting and attending the meeting on that particular agenda. The said directors and top executives must report their stakes and personal interests, including those of their relevant persons.

5. Require the disclosure of performance assessment, including the entire Board and individual evaluation result.

6. Require the disclosure of directors' and top management's remuneration, both in the forms of salary and other compensation.

7. The corporate objectives and long-term goals must be disclosed in the annual report.

8. The development and training of individual directors in the past year are required to be disclosed in the Thai Board of Directors (IOD).

# The Company's Information Dissemination Channels

The Company pays great attention to the proper and complete disclosure of information in a timely manner for the benefit of all stakeholders as follows:

- Disclosure of important information through the SET Link system and via the Company's website www.taokaenoi.co.th/ir
- Publish the Company's news through various electronic media forms such as images, articles, advertising media, and social media.
- Disclose the Company's quarterly performance to investors and analysts via the stock market channel on Opportunity Day.
- Arrange for an investor relations unit to contact institutional investors, analysts, and domestic and international investors.
- Organize activities creating opportunities to meet investors both in the country and abroad.

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# **Investor Relations contact channels**

Email:	ir@taokaenoi.co.th	<u>1</u>
Website:	www.taokaenoi.co	<u>.th/ir</u>
Telephone	02 984 06666	#316 contact Investor Relations

# The main objectives and goals of the business implemented for sustainability

To ensure objectives and target of the Company are conducted for sustainability, in conformity with the goal of creating value to business, customers, stakeholders and society as a whole, followings are our code of practices:

1. The Board of Directors is responsible for ensuring the precise aim practical for business model determination, as well as to communicate such information to stimulate everyone within the organisation toward the same direction. Vision, mission and corporate value or else are established in the same pattern where business will create value to the corporation. The concept focuses on teamwork that utilises technology into business management, attentive performance, adherence to suppliers to demonstrate our products in order to enlarge business growth.

2. To achieve the primary objective or goal, the Board of Directors will define the business model that yields value to the business, stakeholders and society as a whole with consideration to the followings:

- Context and changes of various factors, implementation of innovation and technology to enhance competition efficiency.
- Consider the need of customers and stakeholders when setting primary objective or goal, to ensure the balance between two sides.
- 3) Assess the readiness, expertise and competitiveness of business.
- 4) The efficiency to conduct business that yield returns to stakeholders

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3. Conducting business with attention to stakeholders and overall society, including relevant factors, the Board of Directors will determine primary objective and goal as well as business model. For instance, the mission of corporation, the target group, profitability or competition, value proposition, business sustainability amid opportunity and risks that may affect business and stakeholders, appropriate and adequate risk management to reduce or control significant risk at an acceptable level.

4. The Board of Directors has determined corporate value that reflects the characteristic of good corporate governance which include Integrity, Passion, Goal Oriented, Customer Centric and Caring.

5. Eventually, the Board will promote to have communication and cultivate such objective and goal within the context of decision making and performance of personnel of all levels. In other word, any decision will base on the said primary objective and goal, with consideration of potential risk and impact on the organisation, community and environment, which will subsequently become corporate culture.

6. The Board of Directors will supervise the preparation of annual strategy and plan to conform with business primary objective and goal, taking into discretion context of business at certain time, opportunities and acceptable risk. The Board will also prepare or review the objective and goal to reassure that the said annual strategy and plan cover the long-term potential impacts and reasonably predictable.

7. To determine annual strategy and plan, the Board will analyse context, factors and risks that could occur to related stakeholders throughout the value chain, as well as other risk factors that could pose effect to the business goal. There is the mechanism that enhance the understanding of stakeholders, truly.

- Precisely specify method, procedures, participation channel or communication channel between stakeholders and the corporation to enable the access and receive issue or need of stakeholder from each group accurately.
- 2) Identify stakeholders related to business, both internal and external, whether individual, groups of individual, entity such as employees, investors, customers, supppliers, community, society, environment, officials, regulating bodies.
- 3) Specify issues and expectation of stakeholders for further analysis and to prioritise base in significance and impact occurred on business and stakeholders. The purpose is to select important matter as to create value together with stakeholders and to bring into effective operation.

8. When determining strategy, the Board will supervise to ensure the promotion on innovation and implementation of innovation and technology in augment competitiveness and response to stakeholder's need whilel remaining on social and environmental responsibility.

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9. The Board of Directors determines the target that concurs with business context and potentiality, including financial and non-financial target. The Board also considers the risks of setting the target that may lead to an unlawful act or unethical conduct.

10. The Board of Directors supervises to esure the objective and target will be passed on through the strategy and work plan for compliance of the entire corporation.

11. The Board of Directors oversees the resource allocation and appropriate operation control, monitors compliance with strategy and annual operation plan. In some cases, there will be a delegation for a person to manage, prepare the action plan on the budget in accordance with strategic plan and annual operation, duration, success indicator and performance monitoring. As specified by the executive, the meeting is held to monitor operation progress on a regular basis, to consider any adjustment to keep up with current situation.

# (5) Directors' Responsibilities

1. The Board of Directors's responsibility covers business operation, corporate governance that is in compliance with policy, operation plan, strategy, objectives, articles of association, including performing the board's duties toward the Company and shareholders. With awareness on roles, duties and responsibility as a supervisor to ensure the Company's management, the Board of Directors' role cover the followings:

- 1) Setting objectives and goals
- 2) Set strategy, operation policy and allocation of important resources to achieve the target and goal set forth.
- 3) Monitoring, assessing and overseeing the performance report

# Guidelines for compliance with the Code of Conduct

The Board's responsibility is clearly described in the Board of Directors Charter where the main function is to determine objective, goal, policy and primary strategy of business operation, allocation of different resources. Directors realise their role, duty, advantage and the good corporate governance principle to bring about sustainable value. It is their commitment to monitor, assess and oversee the performance report of the Company and subsidiary company to achieve the objective and goal set forth.

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Strategic plan is transformed into practive through the action plan with responsible person,

duration, explicit success indicator, consideration on personnel capacity and compensation rate, tools, capital as well as risks of plan accomplishment.

2. To bring about sustainable value to the business, the Board of Directors will ensure the governance outcome as follows:

- 1) Competitiveness and performance with long-term perspective
- 2) Ethical and responsible business operation
- 3) Good corporate citizenship
- 4) Corporate resilience

# Guidelines for compliance with the Code of Conduct

To identify business success, the Board will consider ethics, social and environmental impacts as a priority in addition to financial return.

- The Board of Directors will create and drive the corporate culture that adheres to ethics by behaving themselve as a model, as a leader of corporate governance which follows the values, corporate ethic and commitment to perform duty with honesty.
- 2) The Board of Directors establishes policy for directors, executives and employees which demonstrate principles and operation guideline in a written form, for instance, business code of conduct.
- 3) The Board of Directors will supervise to ensure the communication to directors, executives and all employees to raise their understanding, to pass on adequate mechanism that encourage real practice in accordance with the said policy, to monitor the result and to review the policy and the actual practice outcome on a regular basis. The Board of Directors assigns the Corporate Governance Department to communicate the good corporate governance policy and business code of conduct to the directors, executives and employees.

3. In addition, the Board also oversees to ensure all directors and executives act with duty of care and duty of loyalty, and to ensure the compliance with the law, regulation and resolution of the shareholders' meeting.

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Guidelines for compliance with the Code of Conduct

- 1) To judge performance of directors and executives for their performance with responsibility, caution and integrity toward the organisation, at least, the Board of Directors will examine the relevant laws, for example, Section 89/7, Section 89/8, Section 89/9, and Section 89/10 of the Securities and Exchange Act. B.E. 2535 (including amendment).
- 2) The Board of Directors administers to ensure the system or mechanism will be competent to assure the business operation is in compliance with the law, regulation, resolution of the shareholders' meeting, including policy or guideline established in place. There is also approval procedures for major operation. For example, approval for a transaction that has significant impact to the Company, a transaction made with related person, acquisition/disposal of assets, dividend payment.

## บริษัท เถ้าแก่น้อย ฟู๊ดแอนด์มาร์เก็ตติ้ง จำกัด (มหาชน)

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