

Labor Management Policy

QTC Energy Public Company Limited operates its business with adherence to ethical principles and social responsibility, placing importance on lawful and proper labor management in compliance with applicable laws and relevant requirements. The Company adopts the Thai Labor Standards (TLS) and international principles such as those of the International Labor Organization (ILO) and the United Nations Guiding Principles on Business and Human Rights (UNGP) to elevate its labor standards to an international level.

The Board of Directors has resolved to establish this Labor Management Policy and Guidelines to promote practices that foster an organizational culture respecting equality and human dignity of all workers throughout the value chain. The Company emphasizes fair treatment, non-discrimination, and prevention of harassment in all forms, while supporting a safe working environment conducive to employee development and quality of life.

The Company believes that "Professional labor management and respect for labor rights are fundamental foundations leading to sustainable growth of the organization and society together," and therefore designates this Labor Management Policy as part of the Company's Code of Business Ethics.

Scope of Application

This policy and its guidelines apply to labor management covering all business activities of QTC Energy Public Company Limited, its subsidiaries, joint ventures, and affiliated companies under the Company's management control, including companies in which QTC holds shares, as well as encouraging compliance among business partners throughout the supply chain.

Policy Implementation Guidelines

- 1. Legal Compliance:** Must comply with the law. Regulations, regulations, and requirements of the Kingdom of Thailand and/or international laws to which Thailand is a party related to labor practices.
- 2. Elimination of Discrimination in Employment:** Labor recruitment must provide equal opportunities. Do not discriminate on the basis of race, religion, gender, sexual orientation, age, social status, or disability. Experience, abilities that are suitable for the job position, and have a good attitude and integrity.

3. **Elimination of Forced Labor and Human Trafficking:** It prohibits forced labor, intimidation, restriction of freedom, or involuntary forced labor, including the confiscation of personal documents such as ID cards. Passports or forced work to pay debts, etc.
4. **Elimination of Child Labor:** It is forbidden to use child labor under the age prescribed by law in any case, except for support. Encourage student internships Students or activities/training programs that have regulations, regulations, or laws to support the operation.
5. **Prevention of Harassment and Sexual Harassment:** The Company promotes working conditions that respect each other and takes measures to prevent employees from being harassed or sexually harassed. Physical touching, insults, insults, or any other means. If an employee is sexually harassed or harassed, the Company will take disciplinary action against the offender. The Company's work rules and regulations are strictly implemented and will provide protection to employees who are threatened or harassed.
6. **Freedom of Association and Collective Bargaining:** The Company will respect the right of employees to form a group for collective bargaining or to conduct activities/opinions in good faith.
7. **Fair Wages and Benefits:** The Company will consider wages, remuneration and other benefits for employees fairly, taking into account the duties and responsibilities of the position. Economic conditions Living conditions The labor wage rate in the market at that time and the competitive conditions are similar to that of other companies with similar business characteristics. It must not be lower than the minimum wage rate prescribed by law, and wages must be paid on time, as well as a fair, transparent, and auditable performance evaluation system.
8. **Working Environment and Quality of Life:** The Company attaches great importance to creating a safety culture of "Start Safe - Work Safe - Finish Safe" by continuously creating safety awareness for employees at all levels through training, practice, and providing a working environment that is conducive to the health and safety of employees. Under the Occupational Health, Safety and Working Environment Management Standards: ISO45001 In addition, the Company will support the implementation of various activities. In order to promote the creation of a moral well-being organization so that employees have a good work-life balance. There is a commitment to the organization and sustainable happiness.
9. **Employee Development and Career Advancement:** The Company focuses on creating a working environment that supports employees to learn and develop their skills continuously through training,

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consulting, on-site improvement activities, and providing opportunities for employees to demonstrate their potential for career growth in line with the organization's goals. To strengthen the capacity of personnel and the competitiveness of the organization.

10. **Promotion of Practices in the Supply Chain:** The Company supports and seeks cooperation from business partners, suppliers and contractors. The Company will monitor the practices of its business partners, suppliers and contractors through the Comprehensive Human Rights Due Diligence (HRDD) process and consider this policy as part of the Code of Conduct for QTC's suppliers.
11. **Listening, Consultation, and Grievance Mechanisms :** The Company promotes the creation of a transparent, fair, and safe working environment by providing channels for listening to opinions, consulting, and receiving complaints. Employees are allowed to express their opinions. Suggestions or complaints about work-related problems are free. This is so that the Company can recognize and solve labor problems quickly and appropriately, and promote good relations between employees and the organization. As follows:

Listening and Consultation

Employees can submit their opinions on matters in good faith or request consultation on various issues in person at the Human Resources Department or their supervisors according to the hierarchy, or through the feedback box provided by the Company at the cafeteria and at all security guard towers, or through the employee representatives in the Welfare Committee, or through the monthly executive meeting with employees.

Complaints and Grievances

Employees can make complaints about labor problems, whether it is a problem between colleagues, supervisors, or any grievances about the performance of their duties, or unfair receiving, or complaints about benefits or treatment that is not in accordance with the policy, through the channels specified by the Company in the Rules, Regulations, and Regulations of Work, Section 7: Grievances and Consideration of Grievances.

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Protection of Complainants and Related Persons

Offering feedback Complaints and grievances are considered as the legitimate right of employees to express opinions or suggestions, problems or grievances to the Company for consideration for the mutual benefit between employees and the Company. Employee grievances cause damage to the Company or other related persons in any way. Meanwhile, The Company will provide protection to employees and related parties. without affecting the work. Career Advancement In addition, the complaint Employee complaints are kept confidential

- 12. Communication and Awareness:** The Company shall communicate and provide training through employee orientation, annual refresher training, electronic media, websites, management–employee activities, employee handbooks, and communication with business partners and contractors.
- 13. Monitoring and Policy Review:** Compliance with this policy shall be monitored through HRDD processes and human rights risk assessments. The policy shall be reviewed whenever laws or international standards change, or at least annually.

The Board of Directors expects that the directors, executives, employees at all levels, and stakeholders in the Business Value Chain will pay attention to and participate in the implementation of the labor management policy to create mutual sustainability.



(Mr. Krirk-krai Jirapaet)

Chairman of the Board of Directors

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