



Ethics and Code of Business Conduct

EASY BUY Public Company Limited

Part 1 General Provision

Chapter 1 General Purpose

EASY BUY Public Company Limited has set up the principles of ethics and code of business conduct to come in force with the board, executives and employees of the Company in order to perform the duties and responsibilities as a virtue and able to build trust and confidence of all stakeholders, which the result is the Company is able to grow sustainably.

Chapter 2 Fundamental Principles

The Company adheres to the principle of good corporate governance for listed Company by the Securities Exchange of Thailand in 2017, which encourages the Board to provide a Code of Business Conduct in written that the broad, executives and employees of the Company has to conduct in compliance strictly. Therefore, the Ethics and Code of Business Conduct was established for the Board, executives and employees of the Company to aware of the principles of business ethics of the Company that is adopted for the business operation.

Chapter 3 Definitions

- 1. "Company"** means EASY BUY Public Company Limited.
- 2. "Board"** means the Board of Directors of the Company and other committees and sub-committees that is appointed by the Board or shareholders.
- 3. "Executive"** means a person who takes a position of Executive Vice-President up including Chief Executive Officer.
- 4. "Employee"** means staff according to definition in the working Regulation of Company
- 5. "Stakeholder"** means directors, executives, employees, shareholders, customers, creditors, business partners, competitors, social and environment, governments etc.
- 6. "Business Partners"** means the Company's supplier or vendor or another legal entity that is selected by the fairness system, made an agreement between businesses with the company.
- 7. "Creditors"** means Trade Creditor and/or Financial Creditor is money owed by the Company who has liability to payment.
- 8. "Ethics"** means principles of Easy Buy Public Company Limited that is defined by the spirit of the Board, which directors, executives and employees have to strictly adhere to and comply with.



9. "Code of Business Conduct" means practices in business operation to guide the Board, executives and employees are able to perform their duties in a convention.

10. "Corruption" means bribery, offering, promising or giving as well as demanding or accepting any pecuniary or other advantage, whether directly or indirectly, in order to obtain, retain or direct business to a particular enterprise or to secure any other improper advantage according to the Ethics and Code of Business Conduct.

11. "Conflicts of Interest" means any actions that seek for personal interests and/or partisan interests by transferring the Company's interests to oneself and/or partisan with abuse of power. The conflicts of interest also cover meaning of the Related Transaction in accordance with SEC rules.

12. "Power Harassment" means physical abuse, mental abuse, segregation, excessive work demands, demeaning work demands, invasion of privacy and/or another similar to the mentioned behaviors.

13. "Sexual Harassment" means sexual abuse, harassment or nuisance. Sexual Harassment is not limited to rape, molest or touch the body only but also includes advances by sight, speech or gestures.

14. "Personal Data" means any information relating to an individual or data subjects that can identify such person directly and indirectly excluding the information of the deceased Persons.

15. "Human Right" means the basic rights and honors that belong to every person from birth including independent and neutrally defined and protected by law.

16. "Intellectual Property" means all pieces from invention or creation of human which is created from mind and profession regardless of mind of creation or form of expression. Intellectual property may express in form of tangible or intangible.

Chapter 4 General Responsibility

The Board, executives and employees of the Company have to comply with the Ethics and Code of Business Conduct strictly.



Part 2 Guideline of Business Operation

Chapter 5 Mission and Value

EASY BUY Public Company Limited has established mission and value to build up value on working together as corporate culture and guideline in practice of all employees as follows;

Mission

We, EASY BUY Public Company Limited, carry out our business with intention to contribute to society through the following value;

Value

1. **Consciousness & Pride;** we implement our duties with consciousness and pride that our work can contribute to society.
2. **Creativity & Open Mind;** we are open minded to all new ideas and innovation for the betterment of our services.
3. **Continuous Improvement;** we are constantly seeking new ways to enhance our performance and standards to offer our customers the highest quality service.

Chapter 6 Corporate Governance Policy

The Board and Executives emphasize to develop standardization of the Company's Corporate Governance policy and shall comply with the principles including improving corporate governance system continuously. This shall be beneficial to the growth of Company and enduring development of societies and environments. Therefore, achievement of this policy depends on the Board, management and employees' cooperation and practices mentioned herein are strictly complied with.

The Board and Executives have adapted the Principles of Good Corporate Governance 2017 of the Securities Exchange of Thailand (SET) to best fit with the Company's Corporate Governance Policy. The policy is covered the following sections:

1. Rights of Shareholders
2. Equitable Treatment of Shareholders
3. Role to Stakeholders
4. Disclosure of Information and Transparency
5. Responsibilities of the Board



Chapter 7 Guideline on the Code of Business Conduct

1. The Board, executives and all employees are responsible for compliance with the Ethics and Code of Business Conduct.
2. The Board, executives and all employees must understand the essential on their ethics and must review of ethical knowledge on a regular basis.
3. Superiors at all level have to act as good example in compliance with the Ethics and Code of Business Conduct and enhancing the environment for good governance in practices.
4. Directors, executives and employees including stakeholders are able to report their superiors or high-level executives or Internal Audit Department or Compliance Office or Personnel Management Department or Audit Committee when found violation or failed to comply with the Code of Business Conduct. Moreover, the Company has provided the Whistleblowing Channels according to Whistleblowing Regulation. These channels, employees could report misconduct and protection against victimization will be provided to those employees who speak up.
5. The Ethics and Code of Business Conduct is a part of corporate regulation and procedure manual of the Company.
6. The Board, executives and employees have to sign for acknowledgement of this ethics and code of business conduct every time when changes.

Part 3 Ethics and Code of Business Conduct of the Company

Chapter 8 The Company's Business Ethics

We, EASY BUY Public Company Limited, carry out our business with intention to contribute to society through the value. We are always conscious when performing daily tasks, we will comply with "the Corporate Governance Policy" and "Ethics and Code of Business conduct" to create a corporate culture that is valuable and has been appreciated by all stakeholders.

1. We aim to be a good representative of the shareholders in carrying out the business in order to maximize shareholder satisfaction with regard to sustainable growth of the value of the Company.
2. We conduct our business with any Creditors and Business Partners on the basis of fairness and honesty.
3. We aim to provide high quality services, and maintain a good relationship with our customers.
4. We focus emphasis on human right, developing and promoting a good culture, non-conducting of power harassment and sexual harassment including creating working atmosphere for teamwork, courtesy, and respect for individuality.
5. We encourage and support free and fair competition.
6. We are a part in the society, which must take social responsibility and support of the local company's business operations.
7. We perform in the framework of laws and regulations of regulators strictly
8. We do not take any action that may cause conflict of interest to the organization.



conducting of power harassment and sexual harassment including encouraging of teamwork. The principles are as follows;

1. Behavior regards as power harassment and sexual harassment are prohibited.
2. Recruitment, promote, transfer, reward and penalty are based on fairness and truth and optimum resources utilization.
3. The Company is responsible for implementing and maintaining a safe working environment to protect the lives and property of all employees. The Company must also adhere strictly to the labor law.

Section 5 Competitors

The Company has a policy of free and fair competition. The Company shall not acquire information on its competitors by any illegal or unethical methods.

Section 6 Social and Environment

The Company is aware itself as a part in the social which have to take responsibility on society. The Company is committed to contributing to society by supporting activities of public interest and cooperating with the communities in which the Company is located. The Company has a policy to encourage for securing nature environment and energy. In addition, the Company has a policy to purchase and promote the use of products that are environmentally friendly.

Section 7 Regulator

The Company shall give corporation in accordance with the rules and regulations of the regulators. As well as the Company shall provide policy and guideline involved business operation to comply with the law.

Chapter 10 Ethics and Code of Business Conduct for Directors, Executives and Employees

Section 1 Compliance with Laws, Rules and Regulations

Directors, Executives and Employees will perform in the framework of laws and regulations strictly and avoid any parts of helping or any actions that violate any laws and regulations including avoiding to any interpretation of the law that is contrary to the spirit of the law and avoid any action that is inconsistent with the Company's business ethics.

1. Controlling and complying with law, rule, regulation issued by the supervisory authorities and regulation of the Company strictly.
2. Do not commit or support of any illegal acts and regulation of the Company.
3. Giving cooperation to the Company and report the non-compliance cases according to Company's regulation or procedure.



Section 2 The Conflict of Interest

Directors, executives and employees have to avoid any conflict of interests between those involved. Actions and decisions of the executives and employees have to consider the interests of stakeholders and their interests first. In case of conflict of interest occurrence; all will follow the Company's procedures or guideline as provided specifically for the issue.

- 1. Conduct on engaging in other business outside the Company;** Directors, Executives, and Employees at all levels shall not engage in any other business that affects their performance, duties and working hours in the Company. Every member of the Company is prohibited from participating in any other business which is in competition with the companies in the Group, regardless of whether they directly or indirectly benefit from that business.
- 2. Conduct on related transaction within group and/or engaging in business with the Companies in the Group**
 - A) In the case of related transactions amongst the companies within the Group, the Company shall conform to the rules and procedures of granting approval by upholding the best interests of the Company, as if the Company were dealing with outside parties (on an arm's length basis)
 - B) All directors, executives, and employees shall disclose his or her relationship to any other business entity the Company may be dealing with, according to the Company's disclosure criteria
 - C) No directors, executives, and employees may approve a business transaction on behalf of the Company if he or she has a conflict of interest related to that transaction.
 - D) Prior to entering into any dealings with a business partner, the Executives of the Company has a duty to determine the relationship between the partner and the Company's directors, executives, and employees who are conducting business with that partner. The definition of "relationship" shall be referred to the meaning that is given in the Notification of the Stock Exchange of Thailand.

Section 3 The Insider Information and Security Trading

Directors, executives, and employees at all levels shall not use any inside information of the Company which has not been disclosed to the public, for their own or others' benefit directly or indirectly.

1. Do not use information obtained in position of the directors, executives and employees of the Company for own personal benefit or to others.
2. Do not use inside information to their interests in trading securities of the Company or provide inside information to others for the purpose of trading the securities of the Company.
3. Do not disclose business secrets of the Company to outsiders, especially the competitors.



4. Directors, executives have duty to report their ownership of the Company's securities to the Board as prescribed with according to the notifications of SEC & SET.
5. Directors, executives and employees who perceive significant insider information that may affect to the changing of securities' price, shall have to cease share trading of the Company in advance for one month prior to the release of the Company's operating result or insider information to the public.

Section 4 Anti-Money Laundering and Counter Terrorism Financing

Directors, Executives and Employees are engaged in Anti-Money Laundering and Counter-Terrorism Financing activities in order that the Company will not become any tool or channel to introduce the proceeds from illegal activity into the financial system. The Company has an obligation to address clearly in compliance with Anti-Money Laundering and Counter Terrorism Financing Policy.

Section 5 Anti-Corruption

Directors, Executives and Employees are engaged in the fight against corruption and prevent fraud by building a consciousness that encourages faithfulness under strong working system through effective internal control system, along emphasizing and complying with Anti-Corruption Policy. To reduce the chance of Bribery, the Company shall provide the Entertainment and Gift regulation including No Gift Policy not to accept gift at any occasions.

Section 6 Data Governance

Directors, Executives and Employees engaged in cyber security by complying with the policy rule and regulation related to Data Governance including be aware of collecting using and disclosing of data correctly in accordance with the law.

Chapter 11 Code of Business Conduct for Directors and Executives

The Company aims at its directors, sub-committees and executives to carry out the code of business conduct as a framework to perform their duties with honesty and fairness to maximize the benefits of sustainable business with regard to other stakeholders.

1. Directors and Executives to Shareholders

- 1.1 Performing duty with integrity, honesty, making decision truthfully and fairly to both major and minor shareholders in order to maximize high benefit of all shareholders.
- 1.2 Managing the organization with carefulness and consciousness.
- 1.3 Performing duties with applied knowledge and full skill of management in every case.
- 1.4 Managing the Company's assets with care.
- 1.5 Report the Company's performance and status regularly, thoroughly with correct information.



- 3.4 Keeping customers' information in secret form. Together with no using of customers information for own or relatives' interest.

4. Directors and Executives to Business Creditors and Business Partners

- 4.1 Do not give or accept any fraudulent benefits to/ from the Company's partners, or creditors.
- 4.2 Make compliance with all terms and conditions to business creditors and partner strictly.

5. Directors and Executives to Competitors

- 5.1 Conducting the business under fair competition practice.
- 5.2 Do not search for competitors' confidential information through un-suitable method.
- 5.3 Do not damage the reputation of the business's competitors by using forged information.

6. Directors and Executives to Regulators

- 6.1 Controlling and complying with law, rule, regulation issued by the supervisory authorities strictly.
- 6.2 Do not commit or support of any illegal acts.
- 6.3 Giving cooperation to the Company and report the non-compliance cases according to Company's regulation or procedure.

7. Directors and Executives to Social and Environment

- 7.1 Performing all activities with awareness to secure the nature and environment.
- 7.2 Encouraging spirit of social responsibilities among the Company staffs continuously.
- 7.3 Encouraging a culture of good corporate governance.

Chapter 12 Code of Business Conduct for Company's Employees

1. Employees to the Company

- 1.1 Staff members must perform their duties in compliance with Policy rules, regulations, procedures, and orders of the Company strictly.
- 1.2 Staff members must perform their duties with integrity, honesty, contributable to work and must safeguard the Company's Assets.
- 1.3 Staff members must use time and the Company's asset resources to create maximize benefit to the Company.



- 1.4 Staff members must disclose their relationship to any other business entity, or relative relationship to avoid the dealing that may cause conflict of interest.
- 1.5 Staff members must keep the Company's information strictly, and not use the Company information for own interest and / or for other person.
- 1.6 Staff members must beware to express the opinion to outside parties which may adversely affect the Company's reputation or business operations including expression of any comment via the social media.
- 1.7 Staff members must not distribute information from their performing of duties for use in illegal way, or disclose any secured information to any outside parties.
- 1.8 Staff shall respect and aware not to infringe any Copyright and Intellectual Property Right. Staff have duty to protect Company's intellectual properties from use or disseminate without permission as well as to respect the right of the Copyright's and the Intellectual Property's owner.
- 1.9 Staff shall use the internet to seek information and knowledge related to work and shall not access illegal or immoral websites in order to prevent hazards that cause damage or affect to computer system and information of the company.

2. **Employees to Superiors, Subordinates, Colleagues.**

- 2.1 Maintaining and encouraging unity among colleagues.
- 2.2 Respect of colleagues' rights, do not make criticism that may cause damage and claim falsely about other performance.
- 2.3 Listen to subordinates' opinions and suggestions on profession.
- 2.4 All staff members must inform the truth about action that is immoral and/or having adverse effect to the Company. Such report will be kept in secret.
- 2.5 Do not blame management or employees without truth.
- 2.6 Behavior regards as power harassment and sexual harassment which causes unpleasant working atmosphere is prohibited.

3. **Employees to themselves**

- 3.1 Staff members must be honest and do not accept and give any benefits e.g. money, present, and other types of benefit on bribery purpose.
- 3.2 Staff member must have their self-responsibilities on duties.



4. Employees to Customers

- 4.1 Welcome and willing to provide excellent service to our customers.
- 4.2 Keeping customers' information in secret.
- 4.3 Do not use customers' information for own benefit or others' that may lead to conflict of interest.
- 4.4 Do not distribute any customer's information or document to outside parties.
- 4.5 Do not use authorities in their working functions to take any misconduct advantage.

5. Employees to Regulators

- 5.1 All staff members must study and keep practice in compliance with law, rule and regulation strictly.
- 5.2 All staff members must cooperate with supervisory authorities.
- 5.3 All staff members must give cooperation to the Company in order to make compliance with regulatory policy.

Chapter 13 Monitoring on Compliance

Directors, executives and employees of the Company have to comply with the Ethics and Code of Business Conduct strictly. When it was found the violation or any action against the Ethics and Code of Business Conduct, the Company shall consider the disciplinary action against such offense appropriately. The disciplinary action shall be applied in accordance with the Company's work rules and regulation mainly.

The Company shall provide an opportunity for employee to learn knowledge of the Ethics and Code of Business Conduct via various learning channels and methodology.

Monitoring to ensure that compliance with the Ethics and Code of Business Conduct is the duty of every superior at every level, which is a part of the main responsibilities.



Supplementary

Amendment and Abolishment of This Corporate Control Regulation

Any significant amendment or abolishment of this Corporate Control Regulation shall be proposed by Compliance Office to the Board of Directors for approval.

Periodic Review of This Corporate Control Regulation

This Corporate Control Regulation shall be subject to reviewed annually from the date of enforcement in principle. However, such review may be conducted in any appropriate time in case there is any significant amendment or abolishment.

This Corporate Control Regulation was reviewed without any significant amendment, and completely acknowledged by the Board of Directors on 24 March 2022.

Date of Enforcement

This Corporate Control Regulation was considered and approved by the Board of Directors dated 25 March 2021. and shall come into force on 1 April 2021.