

## Social Responsibility

Humanica Public Company Limited (“the Company”) conducts business under good corporate governance which concern about the development of the quality of products and services of human resource development, environmental consideration and social responsibility. This is to create a balance between business profits and giving back to society. The Company hopes that conducting business under social responsibility will bring benefits to the public along with the company's growth together.

### Overview Policy

The company is committed to being a good example for society with the intention of conducting business on the basis of good governance and social responsibility and there is continuous quality development to grow alongside sustainable development and added value to society and the company's stakeholders. These include shareholders, investors, employees, customers, business partners and various agencies. related etc. The Company places importance on business processes that are socially responsible including supporting social activities that are beneficial to the community, the Company aims for the business sector to be able to coexist happily with the community, society and the environment. By aiming to develop and raise the level of progress together for sustainable growth by adhering to the principles of ethics of the Company (Business Conduct) as follows:

### Doing Business with Fairness

The Company conducts business with adherence to ethics. According to the framework of fair and equitable trade competition, which the company has set out as a guideline for joint practice in the Code of Conduct, which takes into account responsibility for stakeholders. All stakeholders include society, communities, employees, shareholders, investors, customers, business partners, competitors, and government agencies. By adhering to the following principles of ethics:

1. Honest and trustworthy
2. Consistent respect for others
3. Justice and non-discrimination
4. Not infringing any intellectual property rights including copyright and patents
5. Confidentiality
6. Accuracy in the company's record keeping
7. Compliance with laws and regulations

8. Fairness to business competitors
9. Responsibility to shareholders
10. Accuracy of information communication both inside and outside the organization

### **Anti-Corruption**

Throughout the period of doing business, the Company has adhered to accuracy, transparency and anti-corruption. There is a policy of equal and fair treatment and be aware of preventing corruption both inside and outside the Company. The Company instills all employees to behave in a way that does not violate the law and morality.

There are two main principles by practices to combat corruption: the principle of transparency and principles of participation as the following details;

### **Principles of Transparency**

1. There are openness, straightforward and work process that can be clarified when doubts arise.
2. Provide opportunities for members of the organization to access information.
3. Members of the organization can know every step in carrying out various activities or processes.
4. Organization members can check.

### **Participation Principles**

1. Those involved have the opportunity to participate in acknowledging, learning, understanding, expressing their views, share a problem or related important issues.
2. Those involved have come together to think of a common approach to solving the problem and participate in the decision-making process.
3. Stakeholders have joined the development process as development partners and have established guidelines as follows;
  - Create awareness, values and attitudes for employees in complying with regulations and honesty.
  - Establish an efficient and effective internal control system. There are checks and balances in the use of power appropriately. To prevent all employees from being dishonest or is involved in corruption and various corruptions.
  - Directors, executives and employees are prohibited from doing anything that is a request or accept property or any other benefits. For oneself or others that are indicative of an incentive to act or refrain from performing or neglecting to perform duties incorrectly or may cause the company to lose benefits.

- Directors, executives and employees are prohibited from giving or offering to give property or any other benefits to outsiders. To induce that person to do or refrain from doing anything that is against the law or in violation of his or her position.

### **Respect for Human Rights**

The Company gives importance to and respects human rights and do not do anything that violates the rights and freedoms of any individual or group of persons both directly and indirectly equally and equitably.

In addition, the Company always realizes that every employee is an important resource. Therefore, a policy has been established to ensure compliance with employees with respect for honor, dignity, and personal rights including maintaining a safe working environment and always safe for the lives and property of employees.

### **Treating Employees Fairly**

The Company has a guideline for treating employees with fairness which has appropriate compensation being paid punctual and fair to employees including training and skill development. There is also training in other areas besides regular work to understand the work in each area and can be integrated to increase work efficiency.

### **Responsibility to Consumers**

The Company has guidelines for responsibility towards consumers which are the Company's customers as follows;

- Responsibility                      We will gladly take responsibility for any errors that may occur to help build peace of mind, impress, trust, and believe in customers.
- Quality                                We provide the highest quality products and services to our customers.
- Confidentiality                      We have a duty to maintain our customers' information and confidentiality to build trust among customers
- Ethical                                 Our products and services are in accordance with the terms and agreements with customers.

### **Participating in Community and Social Development**

The Company is aware of the importance of participating in social and community responsibility. The Company has continuously supported the project to recruit interns every year. We provided the opportunities for students from all universities to do internships. The objective is to provide learning and real experience. The company is

confident that the experience that students receive will be beneficial and be used as a guideline in deciding on the correct and appropriate career path.

From the company has supported the project to accept such student interns, this has created an alliance in recruiting personnel, which has now become an important labor market and has resulted in the Company. There will be more opportunities to screen qualified personnel to join the workforce.