

Shareholder Engagement Policy

Sabina Public Company Limited and its subsidiaries.

Sabina Public Company Limited has always prioritized the treatment of stakeholders, as evidenced by its commitment to conducting business with integrity and upholding social responsibility, as well as being a good corporate citizen. It adheres to a code of ethics as a guideline for employees' conduct, incorporates corporate governance principles as a framework for organizational management, and follows practices aimed at sustainable development.

With the changing social, environmental, and business conditions, stakeholders have become increasingly complex and hold higher expectations for fair treatment and participation in expressing opinions, decision-making, and actions on matters that affect them. Stakeholder engagement has, therefore, grown in importance. The Board of Directors has established a policy for stakeholder treatment to provide clear guidelines for executives and employees in conducting business, aiming to enhance long-term shareholder value while considering mutual benefits with other stakeholders.

Stakeholder

Individuals or groups who are directly or indirectly affected by the company's business operations, have any interests related to the company's business, or exert influence over others that may impact the company's business operations, such as customers, employees, communities, shareholders, business partners, government agencies, etc.

Stakeholder Engagement Policy

The company is committed to acting as a responsible corporate citizen, conducting its business with respect for rights and treating stakeholders fairly. It listens to opinions and concerns while fostering mutual understanding with stakeholders. The company promotes constructive collaboration on issues of interest to stakeholders and contributes to the development of society and the environment, ensuring sustainable business operations.

Operational Guidelines.

1. **Identification, classification, and analysis of stakeholders.**

Define, classify, and group stakeholders clearly based on their relevance to each business to comprehensively and accurately analyze the risks and direct and indirect impacts on each stakeholder group. Recognize that each stakeholder group has different perspectives and expectations; therefore, strategies and operational steps should be tailored for each group accordingly.

The identification of key sustainability issues (Materiality) plays a crucial role in shaping business strategies. It involves analyzing stakeholder expectations, determining relationships, and assessing the significance of each stakeholder group. Evaluations of stakeholder expectations reveal varying levels of impact and influence on the company. The top three most significant stakeholder groups are customers, shareholders, employees, and trade partners.

2. Communication Strategies

Communicate closely and consistently to build understanding with stakeholders, ensuring accurate perceptions that foster good relationships and trust. Develop communication strategies, methods, formats, and steps tailored to each stakeholder group, situation, timeframe, and local cultural context. This may include evaluating the potential harm or missed benefits that could arise from inaction or neglect.

3. Disclosure of Information.

Disclose accurate, clear, transparent, and comprehensive information to ensure stakeholders receive sufficient, consistent, and timely updates. For instance, provide beneficial information at the appropriate time, reveal the true purpose of the data, and ensure that there is a transparent process for reporting information to stakeholders.

However, when disclosing information, consideration should be given to its appropriateness, and it must comply with the criteria set by the Stock Exchange of Thailand.

4. Participation

Provide opportunities for stakeholders to participate in matters that affect them by establishing channels for receiving feedback, issues, and complaints from stakeholders. Emphasize and welcome constructive engagement and dialogue (Stakeholder Dialogue) to understand stakeholders' opinions, expectations, and needs. Discussions and exchanges with stakeholders should consider differences that may influence their viewpoints, such as age, gender, education, experience, and attitudes. Preliminary information should be provided before discussions, and reports of the discussion should be prepared and shared with participants. Additionally, the information gathered should be systematically recorded and organized.

5. Risk Management in Stakeholder Engagement

Anticipate, identify, and prioritize the significance of risks related to stakeholder engagement to prepare contingency plans and effectively manage potential risks that may arise from exchanges with stakeholders. These risks should be thoughtfully assessed and considered in the planning process.

6. Review and Reporting

Systematically review and evaluate stakeholder engagement practices to ensure continuous improvement. Develop action plans, foster collaboration between stakeholders and related parties, monitor the collaboration process, and report operational outcomes to stakeholders.

Responsibilities of the Management Team

The management team is responsible for ensuring the efficient and effective implementation of the stakeholder engagement policy. This includes providing appropriate resources, such as allocating budgets and assigning clear responsibilities to individuals who possess the necessary knowledge, skills, and sufficient capacity. Additionally, the team should establish systems for collecting stakeholder feedback, data management, monitoring, and evaluation. Stakeholder engagement insights should be integrated into organizational governance, strategies, and management at all levels to promote acceptance and develop sustainable business practices throughout the organization.

Policy and Guidelines for Engaging Different Stakeholder Groups

The company has established a policy framework and guidelines for various stakeholder groups to serve as a foundation for business operations, creating added value for the organization and promoting sustainable development as follows:

1. Policy and guidelines for shareholders and investors.

The company place great importance on all shareholders and requires directors, executives, and employees to conduct business in accordance with corporate governance principles and the company's ideology. This is to ensure maximum benefits and to continuously enhance long-term value for shareholders. The guidelines are as follows:

1. Manage the organization in alignment with its vision and corporate governance principles, ensuring honesty, integrity, and caution, free from conflicts of personal interest. This approach aims to deliver sustainable returns to all shareholders.

2. Respect the rights of shareholders and treat all shareholders fairly and equally. Refrain from any actions that violate or infringe upon shareholder rights.

3. Provide shareholders with the opportunity to propose agenda items for the annual general meeting and nominate directors in advance within an appropriate timeframe.

4. Provide detailed information about shareholder meetings, including all relevant materials concerning matters requiring shareholder decisions, well in advance to ensure adequacy and transparency.

5. Prohibit the use of non-public insider information by the company's directors, executives, and employees in relevant departments, including their spouses and underage children, to seek personal or undue benefits for themselves or others, as it exploits shareholders and is unethical.

6. Appoint independent directors tasked with overseeing minority shareholders and addressing complaints or suggestions from shareholders through accessible and well-established channels provided by the company.

7. Establish effective measures for internal control, internal audit, and risk management to ensure the company operates transparently, responsibly, and sustainably while safeguarding shareholder interests.

8. Disclose critical company information, financial reports, and operational results accurately, completely, promptly, transparently, and reliably. This ensures shareholders are consistently informed of the company's operational status through easily accessible channels.

2. Policy and guidelines for employees.

The company firmly believes that employees are valuable resources and key to success. Therefore, it treats employees fairly based on human rights principles, considering their needs to foster a positive relationship between employees and the organization. The company also promotes continuous skill development and capacity building while ensuring job security and career advancement. The guidelines are as follows:

1. Recruit employees through an effective and fair selection system and employment conditions to ensure the organization gains "capable and virtuous" individually qualified and honest personnel—to join the workforce.

2. Provide comprehensive and fair care for employees, respecting and protecting their personal rights and freedoms from infringement. Additionally, support and respect employees' right to express their opinions freely and independently.

3. Establish a system for complaints and reporting misconduct in accordance with the business code of ethics. Ensure protections are in place to prevent employees from being bullied, retaliated against, or penalized for raising concerns or filing complaints (Whistleblowing Policy).

4. Develop employees across all professions and levels comprehensively, sufficiently, and consistently, in alignment with their roles and responsibilities. Additionally, foster a sense of moral awareness and ethical values among all employees to promote integrity and professionalism throughout the organization.

5. Encourage and support teamwork to foster unity within the organization. Additionally, cultivate a sense of discipline among employees in their work practices to strengthen organizational coherence and efficiency.

6. Evaluate employee performance and manage compensation based on the appropriateness of their roles, responsibilities, and individual capabilities. Additionally, provide fair and suitable benefits for employees, ensuring these are regularly reviewed and improved to meet their needs and promote well-being.

7. Instill awareness and promote safe and hygienic work practices. Foster a positive atmosphere and create a supportive workplace environment where employees feel comfortable and valued, as though they are part of one family.

8. Manage operations in accordance with internationally recognized occupational health and safety management systems, as well as environmental management standards, to ensure a safe, healthy, and sustainable working environment.

9. Promote employees' quality of life by supporting a healthy work-life balance, enabling them to thrive both professionally and personally.

10. Establish accessible channels for sharing critical information with employees to enhance their knowledge and understanding of business operations.

3. Policy and guidelines for customers.

The company is committed to ensuring that product and service users gain maximum benefits and satisfaction in terms of both quality and fair pricing. It is also dedicated to developing and maintaining sustainable relationships. The guidelines are as follows:

1. Deliver products and services that meet consumer needs and those of the surrounding community, while contributing to improving the quality of life and fostering sustainable societal growth.

2. Continuously innovate and conduct research and development to create high-value, high-quality products and services that effectively meet customers' diverse needs across multiple dimensions.

3. Develop environmentally friendly products and services aimed at reducing resource usage, conserving energy, promoting recyclability, and ensuring durability for long-term use.

4. Produce safe and reliable products and services that do not harm consumers' health, while providing accurate and sufficient information to customers.

5. Systematically and securely store customer data, ensuring it is not misused or exploited inappropriately.

6. Set product and service prices at fair and reasonable rates.

7. Implement a quality management system in accordance with international standards.

8. Establish a dedicated department responsible for providing product feedback, advice, solutions, and handling complaints to ensure maximum customer satisfaction with products and services.

4. Policy and guidelines for suppliers delivering goods and raw materials.

The company adheres to fair trade competition frameworks, strictly complying with contracts and commitments made to partners as follows:

1. Consider appropriate and fair purchasing prices, taking into account the reasonableness of cost, quality, and services received, while ensuring the ability to provide proper justification during audits.

2. Make accurate and timely payments to partners.

3. Establish clear regulations for procurement and related operations.

4. Conduct business sustainably and transparently by adhering to trade conditions and contractual agreements while ensuring fairness for all stakeholders involved.

5. Do not solicit or accept any assets or benefits from partners.

6. Regularly visit partners to exchange views and receive feedback or suggestions for improvements.

7. Support environmentally friendly procurement and community products.

8. Avoid purchasing goods from partners who violate human rights or infringe upon intellectual property rights.

9. Do not disclose partner information to others unless consent is obtained from the partner.

10. Do not conduct business with partners who engage in illegal activities or act against public order and moral principles.

11. Promote and encourage partners to conduct business in accordance with sustainable development principles, with responsibility toward society and the environment, by adhering to the Supplier Code of Conduct.

5. Policy and guidelines for business partners.

There is a policy to care for business partners by emphasizing standards on human rights, environmental conditions, workplace safety, and appropriate compensation. Moreover, the company encourages enhancing capabilities and knowledge, both on-the-job and off-the-job, to enable business partners to perform their tasks more effectively, as outlined below:

1. Consider appropriate and fair compensation, ensuring that business partners provide remuneration to their workers at no less than the legally mandated minimum.
2. Promote and ensure safety and workplace environment standards for business partners.
3. Provide opportunities for business partners to meet with executives and share their opinions, ensuring that work aligns with the established goals.
4. Encourage business partners to enhance their knowledge to achieve maximum work efficiency.
5. Encourage and support business partners in conducting their operations based on sustainable development principles, with responsibility towards society and the environment.

6. Policy and guidelines for creditors.

The company has a policy of treating creditors with equality, fairness, and transparency, strictly adhering to conditions and contractual agreements as follows:

1. Draft contracts with all types of creditors in accordance with the law, ensuring equality, fairness, and transparency without exploiting the contracting parties.
2. Do not engage in fraudulent practices or conceal any vital information or facts that could cause harm to creditors.
3. Strictly comply with the terms and agreements of all contracts made with creditors, ensuring accuracy and straightforwardness in all dealings.
4. Repay loans along with interest to all types of creditors in full and within the agreed-upon timeline.

7. Policy and guidelines for the community and society.

The company respects human rights and practices equality, conducting business ethically with all stakeholders and upholding social responsibility. It aims to support activities that enhance quality of life and foster the well-being of communities and society. Additionally, the company encourages employees and related parties to engage in being good citizens who contribute positively to the community and society. The guidelines are as follows:

1. Support and provide appropriate assistance to society and communities, particularly those surrounding the company's facilities.

2. Maintain and preserve the environment around communities by managing waste disposal from both production processes and general use, as well as preventing contaminants from affecting the external environment. This is achieved through the use of efficient technology and continuous monitoring.

3. Promote and support activities or projects aimed at developing the potential and abilities of youth in education, science, technology, sports, and the arts, while instilling virtues and ethics to nurture them into both talented and morally upright individuals.

4. Support activities or projects that provide urgent relief to disaster victims, as well as initiatives aimed at improving the potential and living conditions of people in society, such as career development and fostering strong communities to enable self-reliance.

5. Support activities or projects in the fields of medicine and public health to improve the health and quality of life of people in the community and society.

6. Promote and support activities related to the arts, cultural preservation, and the appropriate fostering of religious practices.

7. Support foundations and charitable organizations to provide opportunities for the underprivileged in society to improve their lives, as well as support organizations that create activities beneficial to human resource development.

8. Provide opportunities for communities and all stakeholder groups to participate in various activities or projects. Additionally, allow them to express opinions, suggestions, or complaints resulting from operations, aiming for a sustainable coexistence between industries and communities.

8. Policy and guidelines for local regulatory agencies and government authorities.

Prioritize government agencies as key stakeholders by establishing guidelines for transactions with the state to ensure employees act correctly and appropriately. Additionally, cooperate with government agencies in academic matters and support various activities. The practices are as follows:

1. Strictly comply with relevant laws and regulations, always being mindful that laws, rules, or traditions in each locality may have different conditions, procedures, or practices.
2. Avoid any actions that could potentially influence government officials to act improperly or inappropriately.
3. Develop knowledge for community development tailored to government agencies, such as local administrative organizations.
4. Support government activities as deemed appropriate.
5. Participate in meetings to provide opinions, support, and continuous academic assistance as appropriate opportunities arise.
6. Receive visits and inspections from government agencies.
7. Listen to the opinions and suggestions of government agencies.

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