



**Policy: Corporate
Social Responsibility**

Document No.: PB-COM-
014

Effective Date: February
25, 2021

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Company Policy

Subject: Corporate Social Responsibilities: CSR

1. Preface

Hinsitsu (Thailand) Public Company Limited (the "Company") realizes the importance of conducting business for sustainable growth under

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Corporate Social Responsibilities. The Company hopes that its business operations are conducted under social responsibility. It will bring benefits to the public along with the growth of the Company at the same time.

2. Fair Business Conduct

The Company focuses on conducting business with integrity, fairness, ethics, and is committed to competing in accordance with the ethical principles of business operations. It also rejects any behavior that hinders fair competition, such as seeking confidential information of competitors, soliciting, accepting, and not giving any benefits in bad faith, etc. In addition, the Company respects the intellectual property rights of others by having a policy for personnel to comply with laws or requirements regarding intellectual property rights, such as the use of copyrighted computer programs, etc.

3. Respect for Human Rights

The Company has a policy to support and respect the protection of human rights by treating all stakeholders, whether employees, community and surrounding society with respect for human values. Equality and equal freedom are considered. It does not violate fundamental rights and does not discriminate on the basis of race, nationality, religion, language, skin color, sex, age, education physical condition or social status, including providing care of business of the Company, subsidiaries and/or associated companies not to be involved in human rights violations such as child labor and sexual harassment, etc. In addition, the Company has promoted surveillance of compliance with human rights requirements by providing

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participation in expressing opinions and channels for complaints for those who have been damaged by rights infringement arising from the Company's business operations, and taking appropriate remedies.

4. Fair Labor Treatment

The Company realizes the importance of human resource development and fair labor treatment, which is a factor that will increase the value of the business and strengthen the competitiveness and sustainable growth of the Company in the future. All in all. The Company has established policies and guidelines as follows:

- 4.1 Respect employees' rights in accordance with human rights principles and comply with labor laws.
- 4.2 Provide fair employment process and conditions of employment, including remuneration and consideration of merit performance under fair performance evaluation process.
- 4.3 Promote personnel development by organizing trainings, seminars, trainings, including sending personnel to attend seminars and academic training in related fields to develop knowledge, competence and potential of personnel, as well as instill a positive attitude, morality, ethics, and teamwork to personnel.
- 4.4 Provide various welfare benefits for employees as required by law, such as social security, living allowance, diligence allowance, provident fund, odor allowance (only for employees who work at paint points), etc.

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- 4.5 Ensure that employees work safely and have good workplace hygiene by providing measures and equipment/tools to prevent accidents and strengthen safety and occupational health at work, such as safety shoes, ear plugs, face masks. Helmets, fire extinguishers Emergency alarms at all points and encourage employees to be safety conscious, including providing training such as basic fire training. Fire evacuation drill Chemical spill drills, including first aid training, to ensure the safety of employees while working and when in the workplace at all times.
- 4.6 The Company provides health check-ups for employees once a year , such as chest X-ray , PE, general urine (UL), liver function test. Pulmonary Function Test Hearing Function Test Toluene detection to prevent excessive amounts in the body that can cause poisoning to the body.
- 4.7 The Company provides on-site safety information to employees, operators at hazardous chemical sites, including setting up eyewash bottles in case of emergency, provide first aid and take them to the hospital for timely treatment.
- 4.8 The company provides an operating room that adjusts the temperature to keep it cool all the time. To make employees work more conveniently and comfortably.
- 4.9 The company has an odor treatment and air purification system by drawing in more air from outside the production line to reduce

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the strength of odors within the production line. This causes the operator to experience a diluted smell.

- 4.10 Provide opportunities for employees to express their opinions or complain about unfair treatment or misconduct in the Company by providing a feedback box and protecting employees who report such matters.

5. Customer Responsibility

The Company is committed to improving the quality of its products and services for the satisfaction and maximum benefit of customers and adheres to guidelines for treating customers responsibly, honestly, and caring for customers as if they were family members of the Company as follows:

- 5.1 The Company takes into account the quality and efficiency of its services. In addition to developing a management system and quality services. The company also pays attention to occupational health and safety management in order to provide customers with the highest quality and efficient services.
- 5.2 The Company adheres to fair marketing with a policy to ensure that customers receive accurate information about the Company's products and services. Do not mislead, vague or exaggerate advertising to provide customers with accurate and sufficient information to make decisions.

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5.3 The Company takes into account the safety of customers and strives to provide customers with quality and safe products and services in accordance with international safety standards and regulations and as required by law, as well as constantly developing and improving products and services to ensure the quality, standard, and safety of the Company's products and services.

5.4 The Company will keep customer information confidential and will not misuse such information.

6. Caring for the environment

The Company attaches importance to social responsibility in environmental protection by operating and controlling the operations of the Company and its subsidiaries. Strictly comply with laws related to environmental protection. The objective is to maintain and avoid damaging the environment. The Company has been certified by national and internationally recognized institutions such as:

- ISO 14001: 2015 Environmental Management System Certification from URS.
- Green Industry Level 3 Certification from Department of Provincial Industry, Samut Prakan,
- Environmental Management System and Hazardous Chemical Management System certification from client companies such as Canon Green Partner Certificate, Sony Green Partner Certificate.

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- The Company received the Best Improvement Level award from Canon Hi-Tech (Thailand) Ltd.'s Green Excellent Activity Y 2018 and will monitor the performance every year to maintain sustainable environmental and chemical management systems.

The Company has the following guidelines:

- 6.1 Have a policy to reduce the occurrence of waste and cooperate in disposing of garbage or waste by the correct method.
- 6.2 Risk and impact assessment in matters related to the environment The Company operates its business under the concept of caring for and protecting the environment.
- 6.3 There are guidelines for the efficient and effective use of natural resources, materials or equipment.
- 6.4 There are measures to conserve natural resources, such as sorting waste correctly according to the type consisting of general waste, recycle waste, and hazardous waste.
- 6.5 The Company manages all 3 types of waste correctly and operates in accordance with the law, such as requesting a 13-digit identification number for the originator of hazardous waste, and
 - Permission to remove sewage or waste materials outside the factory premises.
 - Permission has been requested. Request for extension of the storage period of sewage or waste materials in the factory area.

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- Notification 3 has been issued. Notice of details of sewage or waste materials for sewage generators or non-existing materials (Yearly)
- Permission has been requested. Dangerous business license to polite
- Permission has been requested. Permission to take sewage or waste materials outside the factory area (Waste Recycle) and have a buyer meet the criteria specified by law.
- A general garbage collector is hired with permission from the Subdistrict Administration Organization (SAO). Bang Phli Yai, Samut Prakan Province

6.6 The Company has inspected the working environment. 2 times a year , such as measuring chemical concentrations, light, sound, ventilation chimneys, effluents. for example

6.7 The company treats water before discharging it into a central sewer by separating it. Separating the pulp In the line, wash the block screen by swinging alum and let the water rest for 12 hours, then pour the water. Sludge section Use a rag to wipe and dispose of according to clause 6.5 to prevent chemical sludge from entering the drain.

6.8 The company has provided a tray for containers used to contain reagents. All chemicals, including providing standardized packaging bottles to prevent spills.

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6.9 The Company has set up waste disposal points for employees by clearly separating the grilles such as general waste, hazardous waste, and recycle waste, and arranging a grid tray to prevent spills.

6.10 The Company has evaluated the amount of chemicals in raw materials and paints in order to comply with the law before bringing them into the production process in order to confirm that there are no chemical contaminants in the products sent to customers.

6.11 The Company has policies and action plans on energy saving, such as saving electricity, saving water, etc.

7. There are measures for natural resource conservation and community or social development.

The Company realizes its responsibility to the community and society. Therefore, it has a policy to provide assistance and social development as follows:

7.1 The Company has a policy to support and provide assistance appropriate to society and communities, especially communities around the Company's workplaces.

7.2 The Company cooperates in the implementation of standards or international agreements on various matters to help prevent or reduce environmental impacts.

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7.3 The Company places importance on responding to incidents that affect the community, society and environment due to the Company's rapid operations. For example, the Company has provided hazardous waste grate trays and general waste to prevent water and garbage from leaking into the road surface and central sewer pipes .

7.4 The Company encourages its employees to be conscious and responsible for the environment and society. With both informal and informal internal communications. Always be aware of environmental and social responsibility.

Announced on February 25, 2021

Hinsitsu (Thailand) Public Company Limited

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(Mr. Weidt Nuchjalearn)

Chairman of the Board of Directors