



COSMO GROUP PUBLIC COMPANY LIMITED

Announcement

No. 330/2012

The Morality and Business Ethics Policy

Cosmo Group Ltd. (PCL) and affiliates

The business management system needs to be updated to suit the changing situation and have an environmental management system in conjunction with the management companies and the management system to provide for most efficient and effective. Then, the companies agreed to be updated to comply with the environmental management system and appropriate to the current situation. Notification by the 673/2553 dated December 1, 2011 and shall comply with the notification instead. The details are given below.

1. Business ethics for customers on quality products and services
 - 1.1 Its product quality management service delivery to meet the needs or exceeds the expectations of our customers and reliable with the suitable price and do not affect for the environment then the companies have assigned the services, by:
 - 1.1.1 Committing to provide excellent customer service as well achieving a leadership position high-quality product manufacturers;
 - 1.1.2 Improving continuously, in order to achieve a sustainable organization;
 - 1.1.3 Managing and controlling resource consumption for most efficient use of resources;
 - 1.1.4 Recognizing the importance of and focusing on, environmental awareness by means of reducing environmental impacts and preventing environmental problems, in order to comply with international standard, laws, regulation, and related requirements;
 - 1.2 We have responsibility and great attention with all requirements of the customers and persons who are related with business.
 - 1.3 Doing business in an honest way, fair manner and transparent to the companies to deliver products on standards and requirements of the customers and stakeholders in the business.
2. Ethics on confidentiality data protection and the use of inside information.
 - 2.1 Employees shall not use non-public information about customers, business data and inside information for the personal profit or loss of earning benefits of the companies.
This include, the persons who are retired, resigned and laid off on unless the disclosure is mandatory by law for legal purposes or approval for disclosure
3. Business ethics on intellectual property and the use of information technology and communications.
 - 3.1 Employees are responsible for maintaining the company's intellectual property and trade secret formula or business confidential.
 - 3.2 Employees of the companies ought to use the internet and intranet for the sake of running and must not be published or abuse forward mail to blame other employees through the internet or company's intranet.
 - 3.3 Employees of the companies do not use the internet and intranet information that is not appropriate or in violation of the moral law, such as reputation damage to other people or holding of pornography or forward mail to a disturbance and nuisance or the advertising other things that is not in related in business, except for an act of charity.
 - 3.4 Employees must keep their password to secret and use computers with a valid license, do not install any invalid license program in computers as well.



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4. Ethics related to the property and a gift or any other benefit.
 - 4.1 Traditionally or moralizingly giving or taking the gifts, to express the gratitude and generosity, are common practice for all employees. However, it is prohibited to be given any gifts proposing for any unsuitable reasons which affect any duty or responsibilities' decision making to cause disadvantages to the companies.
5. Ethics related to safety, health, environmental, and energy conservation.
 - 5.1 Employees are encouraged to recognize their duty to act in a responsible manner in the workplace, having due regard for the health, safety, environment and general welfare of their colleagues.
6. Ethics related to stakeholders and conflicts of interest.
 - 6.1 Society to live together happily and achieve sustainable development of the community and the environment, representing the functions and policies of the companies, and emphasis on development of the religious culture, social, environmental, community relations, and education as well as support for various activities to achieve self sufficient living .
7. Ethics related to internal control and audit.
 - 7.1 Employees of the company have contributed to the work and provide accurate information on the actual audit and external auditors. Employees are responsible for checking the accuracy of financial and must be reported immediately to find a financial irregularity or error. The companies must lay the foundation for all levels of knowledge, understanding and cooperation in the system of internal control and internal audit are reported to have drawn precisely the regular fast won't be reviewed and followed with strictly defined.
8. Ethics related to procurement and business partner.
 - 8.1 Recognizes the importance of procurement as a vital process to determine the cost of products and service, it has to be the process of implementation to achieve transparency and accountability and maximum benefit.
 - 8.2 Employees need to be conducted in transparent and accurate information to traders equally without prejudice non-discrimination, create a fair competition between traders and the purchase method of procurement to be strong with technical support.
 - 8.3 Negotiations must be transparent and can be verified and employees will not benefit from the procurement to be neutral, not too closely with suppliers and partners to influence the decision of the Company or its competitors.
 - 8.4 The companies must strictly comply with the contract. If it is found that the contract is not complied by the companies, the business partners, or any other reasons, the operating or contacting with those business partners should be ceased immediately without causing any significant effect to the companies. In addition, this must be reported to the commanders for further advices and solutions.
9. Ethics related to respect for the law Employees and the implementation of international human rights.
 - 9.1 Employees at all levels of the companies need to understand the law relating to the duties and responsibilities of their depth and strict compliance.
 - 9.2 Companies must comply with strict international human rights to take part in the operation and support actions that violate international human rights.
 - 9.3 The Companies treat all employees equally without discrimination not racial discrimination, national origin, sex, age, skin color, religion, disability or status as a national family study other than those directly related to performance.
 - 9.4 The companies support the rights of workers under the labor laws and labor relations. The Companies will not act to discourage union activity unless the activity is an act which is



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- against the law business ethics fatal or cause serious damage to the companies, nation or the whole society.
- 9.5 All employees must have the good manners and wear appropriate clothing for different situations and regulations of the companies, avoid criticizing their superiors and co-workers that may cause effect to the person or the companies.
- 9.6 Employees can use their name and position to raise money for charity but do not use the name of the companies or position in the companies to raise money privately, except with the permission of the companies.
- 9.7 The companies do not allow employee to make a nuisance to other employees or interfere with the work in the manner that sexual harassment of employees or external to the business, including sexual harassment, courtship to both verbal abuse and obscene gestures and eye contact and pornography.
10. Ethics related to support the political.
The companies are a politically neutral organization, federation or politicians from both inside and outside country. We will support any action that is based on a regime of that country. And encourage employees to use their political rights according to the law can operate without pressure from political parties and public sector organizations related to politics
11. Ethics related to stakeholders and conflicts of interest.
- 11.1 The companies do not allow employees to conduct business activities among its subsidiary companies, or with their shareholders or relatives of the family owned transact between companies, except for transactions with affiliates or specific permission.
- 11.2 Admission of new employees who are relatives of existing employees must be transparent and fair for candidates of equal qualification. Current employee must not intervene or exercise his or her power to assist the admission of such candidate.
- 11.3 When an employee of the companies have conflicts of interest with the companies the employee should refrain from such practices, and let other employee take responsibility in his or her stead. This is so that any criticism about such conflict is minimized.
12. Complaints
The companies expects its employees to monitor compliance with ethics and business ethics of the companies should support employee that has question or concerns, he or she can contact human resources department and all managers. The companies will guarantee to listen all complains equally, transparently and with great attention. The companies will allocate appropriate amount of time and the name of the person who found the complaint will remain confidential and will be protected from being harassed both during the investigation and subsequent investigation.

This announcement is purposely to inform and to be the guidance for the conformation in practice.

Announced on May 19, 2012

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