

## FORM 56-1 ONE REPORT

FOR THE YEAR 2022

**ATP 30 PUBLIC COMPANY LIMITED** 

www.atp30.com



# VISION, MISSION AND OPERATIONAL STRATEGY

<u>Vision</u>: The company is a leader in providing shuttle bus services to transport employees round residential areas to industrial estate or enterprises. For the highest customer satisfaction and international standard service acceptably

Mission 1.Maintain our sustainable the strength, growth, and expansion our business operation. 2. Applying technology to provide service and operation controller for related to safety, and responding to customer satisfaction. 3. Building and developing the knowledge and work skills for personnel efficiency improvement.

Company Strategy 1. Maintaining an existing customer base while building a new customer base by providing quality services and satisfying customers. 2. Operating systems development and standards for the provision of quality services by adhering to the principle of customer satisfaction as the main focus of the service policy Safety, Reliability and Comfort 3. Improvements in service quality for improve customer satisfaction and users realizable.

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## MESSAGE FROM THE CHAIRMAN OF THE BOARD OF DIRECTORS



Regarding tot the trend of the situation through 2022, it is another difficult time for the operators due to various factors. global economic conditions, oil prices, inflation, interest rates, exchange rates, including technology disruption, will be a challenging, which is the past year as a year of "The strategic plan adjustment for stable business operations" of the ATP 30 PCL., from the analysis of oil prices in the world market and business opportunities that will make the Company continuously growing under the situation that the market has changed rapidly today. The Company found that although the decline in the COVID-9 epidemic and the recovering of the industrial sector continuously, but the economic conditions are still in a state of surveillance which is a very challenge to the Company's operations in adjusting the strategic

plan in accordance with the situation appropriately and careful due to the result of oil prices affecting the direct cost of the Company's business. However, the Company has studied the information and began to use electric vehicles instead of fuel vehicle to service customers, to support the trend of business environmental factors and legal measures to promote greenhouse gas emissions that continuously affect the more customers' requirement. For overall operating results in the year 2022 are satisfactory, the Company has a total revenue for the year baht 632,454,042, total expense is 603,279,120 baht and the Company has a comprehensive profit for the year equal to 29,174,922 baht.

The Company is still managed based on Good Corporate Governance principles, transparent, and able to inspection coupled with the structure of management and personnel development to support the business expansion as mentioned above, along with supervising sustainable development in accordance with the principles of good governance with responsibility to all stakeholders, realized to attend to the environment and society, including seriously supporting against corruption.

The Company believes that the business structure is strong and has the potential to generate stable income, and gives importance to the

development of sustainability, will be an important mechanism that allows the Company to operate a stable business which will benefit shareholders and all stakeholders in the long run. And on this occasion, in the name of the Board of Directors would like to thank all the executives and employees who collaborated with their determination and full dedication. As a result, the Company has passed the

challenging period and thank the shareholders, stakeholders, including all parties involved that gives trust, confidence, and always support the Company.

A

Mr. Chartchai Panichewa
Chairman of the Board of Directors

## REPROT OF THE BOARD OF DIRECTORS' RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS



The Board of Directors is aware of the obligations and responsibilities as a listed company committee. In being responsible for the financial statements of the ATP 30 PCL., the financial statements have been established in accordance with the Thai Financial Reporting Standards (TFRS) standards by considering the use of proper accounting policies and regularly combined with the use of discretion carefully and reasonable estimates in the preparation sufficient information has been revealed in the financial statements. As well as express explanations and analysis of financial status and company performance to benefit shareholders and general investors.

In this regard, the financial statements have been inspected in an independent auditor. In addition, the

Board of Directors encourages the Company to comply with good corporate governance principles. As well as providing risk management systems effective internal control to ensure that the recording of accounting data is accurate, complete and sufficient to maintain the Company's assets including preventing corruption or unusual operations. In this regard, the Audit Committee of the Company which consists of independent directors responsible for the quality of financial reports and internal control systems, and the opinion of the Audit Committee appeared in the Audit Committee report which is displayed in the annual data form (F56-1). The Board of Directors commented that good corporate governance Risk management system and the company's internal control system Is sufficient and appropriate Able to create reasonable confidence that Company financial statements for years, ended of December 31, 2022, has been prepared and revealed correctly as it should be in the essence according to general accounting principles.

By ord

Mr. Piya Techakul
Chief Executive Officer (CEO)

### **AUDIT COMMITTEE REOPORT**



Audit Committee of ATP 30 PCL appointed by resolution of the Board of Directors consists of 3 members as follows:

1.	Mr. Suwanee Khamman	Chairman of the Audit
		Committee
2.	Mr. Kumchai	Member of the Audit
	Boonjirachote	Committee
3.	Mr. Prasert	Member of the Audit
	Akkaraprathomphong	Committee

The Audit Committee performed its duties independently in accordance with the duties and responsibilities specified in the Company's charter by complying to guidelines of the Company to operate in accordance with good corporate governance principles and the regulations, rules and guidelines of the Securities and Exchange Commission of Thailand and related regulatory agencies with responsibility with transparency, fairness, credibility, can be checked with a system and balances of authority in operation and decision-making for benefits to the Company and all groups of stakeholders of the Company to operate efficiently transparency and credibility in accordance

with the good corporate governance policy on a continuous basis by reviewing the effective internal control and risk management systems, including reviewed such financial statements in accordance with Thai Financial Reporting Standards. In summary, the performance of duties for the year 2022 is as follows:

- To hold 4 meetings of the Audit Committee which all directors attended the meeting
- Financial reports review the quarterly financial statements and the annual financial statements by considering significant items. Accounting policies, disclosures in the notes to the financial statements Including attending a meeting to summarize the auditor's opinion on the aforementioned financial statements, important items found from the audit (Key Audit Matters), and other information. to appear in the auditor's report.

Opinion of the Audit Committee: The Company has prepared the financial statements correctly in accordance with financial reporting standards and has sufficient internal control systems to prepare the financial statements that are free from material misstatements important.

Supervision of internal audit: Consider, formulate and evaluate the internal control review plan annually to be in line with the Company's strategy by assigning the internal auditor to review according to the annual internal control review plan and report the results quarterly to the Audit Committee in order to summarize improvement/correction/
recommendations to management on the matter being reviewed.

Opinion of the Audit Committee: The Company has an internal control system that is adequate and appropriate without finding any flaws that may significantly affect the business operations.

Review of connected transactions or there may be a conflict of interest according to the rules of connected transactions. The transactions were conducted in accordance with the announcement of the Capital Market Supervisory Board, the announcement of the Board of Governors of the Stock Exchange of Thailand and the law as normal business transactions, reasonable, it is in the best interests of the Company and adequate disclosure of information.

Opinion of the Audit Committee: The Company has connected transactions according to normal business conditions and has disclosed all connected transactions or that may have conflicts of interest accurately and completely.

Compliance with laws and regulations of relevant agencies Review the operation to be in accordance with Rules of law, the Securities and Exchange Commission SET and agencies related to the company strictly

Opinion of the Audit Committee: The Company operates in accordance with the rules of the law of the SEC, SET and related agencies without any claims/ damages/ prosecution/ penalties/ fines from various departments with transparency and accuracy.

Consideration of auditors such as appointment, review of remuneration and annual withdrawal every year by assessing according to the Company criteria including the independence of the works quality and properties as announced by the market, securities and lead presented to the Board of Directors before proposing for approval at the annual shareholders' meeting. For the year 2023, EY Office Limited was appointed as a certified public accountant which was proposed to the Board of Directors as follows:

	Name	CPA Registration no.
1.	Mr. Peecha Arunara	5800 or
2.	Mr. Sricharoensap	5419 or
3.	Mr. Watoo Kavankrannawin	5423

Ms. Suwanee Khamman
Chairman of the Audit Committee

### REPORT OF THE RISK MANAGEMENT COMMITTEE

#### Dear Shareholders,

members, namely

The Risk Management Committee of ATP 30 PCL. was appointed by the resolution of the Board of Directors, which has given importance to risk management, especially risk management that affects the achievement of objectives and business goals of the company to be a leader in the service of commuter service of industrial factories or establishments in the industrial estates in the eastern region and will expand to other sectors in the future. Regarding to control or reduce losses and increasing business growth opportunities within acceptable risk levels along with creating business sustainability for the benefit of shareholders and all stakeholders in line with the principles of corporate governance for the Company's business operations.

The Company's Risk Management Committee Consists of 5

	-	
1	Mr. Prasert	Chairman of the Risk
	Akkaraprathomp	Management Committee
	hong	
2	Mr. Piya	Member of the Risk Management
	Techakul	Committee
3	Ms. Nichanan	Member of the Risk Management
	Rattanakate	Committee
4	Mr. Tanin	Member of the Risk Management
	Hirapathaporn	Committee
5	Ms.Pattamaporn	Member and secretary of
	Prasatkhetkan	
		the Risk Management
		Committee

In 2022, the Risk Management Committee performed its duties and responsibilities as specified in the Company's charter, reviewed policies, established risk management

frameworks and processes, and proposed risk management and supervision guidelines. Ensuring that it covers the main strategy of the Company and changing circumstances, including considering monitoring, and evaluating the results of risk management appropriately and efficiently. The summary performance of duties for the year 2022 as follows:

- Arrangement of 2 Risk Management Committee
   meetings in which all directors attended the meeting.
- Annual review of the Risk Management Committee
   Charter
- Review the policy, organizational risk management framework and risk management manual The roles, duties and responsibilities of the Risk Management Committee have been changed to be more suitable for business operations.
- Modify the monitoring of the operations of the Risk
   Management Committee by implement Key Risk
   Indicator (KRI) as a measure of effectiveness to apply of the risk management plan and add even more value.
- Consider the report and giving opinions and guidelines for defining risk control measures in 2022 that can reduce losses and create new business model for sustainable of the Company's growth under acceptable risks, and use the assessment results to further formulate a risk management plan for the year 2023.

Mr. Prasert Akkaraprathomphong
Chairman of the Risk Management Committee

## MESSAGE FROM THE CHAIRMAN OF THE CORPORATE GOVERNANCE COMMITEE

Dear Shareholders,



ATP 30 PCL. has a policy to conduct business, according to the principles of good corporate governance and business ethics and strictly adhered to the Board of Directors has appointed the Corporate Governance Committee consisting of 3 members as;

1.	Mr. Prasert	Chairman of the Corporate
	Akkaraprathomphong	Governance Committee
2.	Mr. Piya Techakul	Member of the Corporate
		Governance Committee
3.	Mr. Tanin	Member of the Corporate
	Hiranpanthaporn	Governance Committee

To be responsible for setting policies, supervising, monitoring and promoting compliance with good corporate governance principles and business ethics of the Company to create a strong corporate culture.

In 2022, the Corporate Governance Committee held the meeting in accordance with the meeting plan set by the Board of Directors. All directors attended the meeting and

has performed duties as specified in the Charter of the Corporate Governance Committee and as assigned by the Board of Directors, including a summary of the performance of the governance business to the Board of Directors for acknowledgment.

In the past year, the Corporate Governance Committee has approved and agreed on corporate governance as summarized by following.

- Review and improve the Charter of the Corporate
   Governance Committee in accordance with the
   environment and the company's business policy.
- Review and update the Company's Code of Conduct manual, that to comply with good corporate governance principles for listed companies.
- Acknowledgment and give opinions to "Sustainability
  Report" by giving more importance to the
  environment, society and good corporate governance
  (ESG).

The Company aims for corporate governance standards along with social responsibility and sustainability management arising from the Company Executives and employees. For this reason the Corporate Governance Committee therefore strongly believes that the Company can grow sustainably, gain confidence and be able to create benefits for stakeholders.

Mr. Prasert Akkaraprathomphong
Chairman of the Corporate Governance Committee

## REPORT OF THE NOMINATION AND REMUNERATION COMMITTEE

Dear Shareholders.



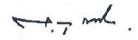
ATP 30 Public Company Limited has a policy to conduct business according to the principles of good corporate governance and business ethics and strictly adhered to The Board of Directors has appointed the Nomination and Remuneration Committee consisting of 3 members as follows;

1.	Mr. Kamchai	Chairman of the Nomination
	Boonjirachot	and Remuneration Committee
2.	Mr. Chartchai	Member of the Nomination
	Panichewa	and Remuneration Committee
3.	Mr. Prasert	Member of the Nomination
	Akkaraprathomphong	and Remuneration Committee

The duties of nominating and recruiting suitable persons to propose as directors and executives as well as considering forms and criteria for remuneration for directors and executives to comply the criteria for selecting as knowledge, ability and have experience that is beneficial to the Company and must not have any conflict of interest with the Company, it also has to be responsible, including the qualifications of these people must be suitable according to

the criteria set by the Company, moreover taking into account the proportion, number and composition of the board in various fields which is in accordance with the preliminary legal requirements, Articles of Association, and principles of good corporate governance, including considering the remuneration to be appropriate in accordance with the duties and responsibilities according to the Company's criteria taking into account the turnover business environment as well as economic conditions. In 2022, the Nomination and Remuneration Committee held a meeting where all directors attended the meeting and completely performed its duties as specified in the Nomination and Remuneration Committee Charter and as assigned by the Board of Directors. The Nomination and Remuneration Committee has considered and approved the nomination and remuneration, thet can be summarized as follows:

- To hold a meeting of the Nomination and Remuneration Committee
- Consideration of the remuneration of the Board of Directors and sub-committees
- Consideration of the remuneration of the Managing Director
- To considered and gave opinions on the nomination of directors for the election of new directors to replace those who retired by rotation.
- To acknowledge and comment on the succession plan policy.
- To acknowledge and comment on the compensation and welfare policy for employees.
- To consider the remuneration of the advisor of the Company



Mr. Kamchai Boojirachot

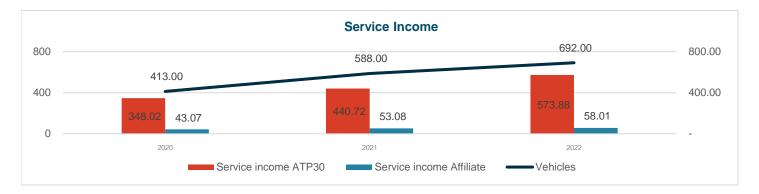
Chairman of the Nomination and Remuneration

Committee

### FINANCIAL SUMMARY

The company's revenue structure for 2020 to 2022 is as follows:

Туре	2020	2021	2022
Service income ATP30	348.02	440.72	573.88
Service income Affiliate	43.07	53.08	58.01



#### Business goals:

A year of recovery from the Covid-19 pandemic, the industry back to normal. The company expects service revenue growth of more than 20% from maintaining the existing customer base for service areas and implementing technology to control vehicle operation processes. Despite the fragile economic situation high interest rate inflation, fluctuating average oil prices and electric train currents. As a result, the Company planned to control the cost of service fees prudently and cautiously, and delay investment in new petrol buses along with the introduction of electric trains to start service in line with business sustainability development (Environment, Social and Governance) to make the gross profit margin more than 25% and net profit more than 10% as the company's target.

For a period of 2-3 years, the Company plan to increase its market share by expanding more service areas in the country and developing technology to provide appropriate management services in a timely manner to meet the needs of service users, to enhance international service competition





**Ratio summary** 

Ratio		YE2020	YE2021	YE2022
Liquidity Ratio				
Current ratio	=	0.71	0.66	0.49
Quick ratio	=	0.64	0.60	0.42
Cash flow ratio	=	0.71	0.67	0.57
Trade receivable turnover ratio	=	6.57	7.30	7.83
Average collection period	Day	56	50	47
Trade payable turnover ratio	=	10.46	11.91	13.56
Repayment period for trade creditors	Day	35	31	27
Cash Cycle	Day	21	19	20
Profitability Ratio				
Gross profit margin	%	22.53	20.52	17.38
Operating profit margin	%	11.56	10.89	8.56
Ratio of other income to total income	%	0.16	0.36	0.09
Cash to profitability ratio	%	241.08	234.05	249.56
Net profit margin	%	7.34	6.68	4.61
Return on equity	%	6.96	7.21	5.81
Efficiency Ratio				
Return on assets	%	5.73	5.59	4.74
Return on fixed assets	%	13.84	13.20	12.00
Asset turnover rate	=	49.69	51.50	55.38
Financial Policy Ratio				
Debt to Equity Ratio	=	0.95	1.22	1.33
Interest capacity ratio	=	9.91	9.50	8.22
Interest-bearing liabilities to earnings before interest expense	=	2.85	3.85	3.85
Income tax, depreciation and amortization (EBIDA)				
terest-bearing liabilities to profits before interest payments income	=	7.02	9.33	10.35
tax (EBIT)				
Obligation capacity ratio	=	0.97	0.82	1.03
Dividend Payout ratio	%	67.81	65.07	73.84

### **BOARD OF DIRECTORS**



The company has a Board of Director of 8 persons, as follows;



NO.	NAME	POSITION	TYPE OF COMMITTEE	REGISTERED
1	MR. CHARTCHAI PANICHEWA	CHAIRMAN OF THE BOARD OF	EXECUTIVE COMMITTEE	OCT. 20, 2005
		DIRECTORS		
2	PH.D. VIWAT KROMMADIT	DEPUTY CHAIRMAN OF THE	EXECUTIVE COMMITTEE	OCT. 20, 2005
		BOARD OF DIRECTORS		
3	MR. PIYA TECHAKUL	MANAGING DIRECTOR	CHAIRMAN OF EXECUTIVE	OCT. 20, 2005
			COMMITTEE	
4	MRS. SOMHATAI PANICHEWA	DIRECTOR	NON-EXECUTIVE COMMITTEE	DEC. 20, 2015
5	MR. THANIN HIRANPANTHAPORN	DIRECTOR	NON-EXECUTIVE COMMITTEE	APR. 1,2021
6	MRS. SUWANEE KHAMMAN	INDEPENDENT DIRECTOR	NON-EXECUTIVE COMMITTEE	DEC. 25, 2015
7	MR. KUMCHAI BOONJIRACHOT	INDEPENDENT DIRECTOR	NON-EXECUTIVE COMMITTEE	DEC. 25, 2015
8	MR. PRASERT	INDEPENDENT DIRECTOR	NON-EXECUTIVE COMMITTEE	FEB. 25, 2020
	AKKHARAPRATHOMPHONG			

#### A new director

The Board of Directors' Meeting No. 1/2023 held on February 21, 2023 acknowledged the resignation of Mr. Tanin Hiranpanthaporn (5th rank) from the position of Director, Member of the Risk Management Committee and Member of the Corporate Governance Committee, due to other important duty so unable to allocate time properly effective from February 21, 2023, the meeting resolved to appoint Mr. Suchit Panvongpaiboon take all position instead



### **GENERAL INFORMATION**

Company Name	ATP 30 Public Company Limited
Bustiness Type	Service (Providing transportation services)
Tax ID	0107558000105
Head office	9/30 Moo 9 Bangnang, Panthong, Chonburi 20160
Telephone/ Fax no.	038-468-788
Map Ta Phut Rayong Branch	13/3 Mabchlood-Laemson Road, Huai Pong, Muang Rayong Rayong 21150
Telephone/ Fax no.	038-683-151 / 038-337-667
Company wed site	www.atp30.com
Common shares	682,310,058 shares
Registrar	Thailand Securities Depository Co., Ltd.
Auditor	EY Office Co., Ltd.
	Mr. Preecha Arunnawa Certified Public Accountant Registration No 5800 or
	MS. Sirirat Sricharepsub Certified Public Accountant Registration No 5419 or
	MS. Watu Kayankrannawin Certified Public Accountant Registration NO 5423
Legal Advisor	The Golden Tree Legal CO.,Ltd.
	Tilleke &Gibbin International Co., Ltd.
Accounting and Finance	Mr. Piya techakul (Acting)/ Piya@atp30group.com /086-716-0631
Controller	
Internal Audit	Ms. Oonin Incharoensuk / Oonin@atp30group.com/ 082-716-1567
Company Secretary	Mrs. Sukarnda Puttaraksar / Sukarnda@atp30group.com/ 063-903-0049
Investor Relation	Ms. Chotiga Weerasilp / Chotiga@atp30group.com/ 038-468-789/ 091- 774-4432
HR& Admin	Ms. Rachtikal Sangthong / Raehtikal.s@atp30group.com/ 038-468-788/ 095-562-5183

Legal disputes the Company has no legal disputes that may have a significant negative impact on the Company's business operations.

#### 1. Structure and Business Operations of ATP30

#### 1.1 Business Operations Policy and Outlook

ATP30 Public Company Limited ("the Company") provides shuttle service for factory employees from community to Industrial Estate and around area, especially Eastern Seaboard. certified a Freight Transport License from the Department of Land Transport. Implemented service under "Road Safety Management System" (BSI ISO39001: 2012) applied to manage the commuter service to increase efficiency and safety for all passengers. In addition, the Company realized the importance to the development of the quality of drivers, such as the recruitment process, training, building service awareness. as well as embedding services in caring for the quality of life and property of passengers/passengers according to the Company's policy as follows

#### Safety

- The Company cooperate to Amata Digital Center, a medical specialist in occupational health, has set standards for employees and drivers of public, general drivers as a guideline for the selection of the Company's drivers.
- The Company has arranged for random alcohol and drug testing with the driver in practice continuous and directly report to the clients.
- The Company has installed a driving behavior tracking system on all Company's service vehicles to monitor the unsafe action of all drivers.
- The Company has surveyed an unsafe condition along the service route to create incentives for drivers to against accidents continuously.

#### Reliability

- The Company has initiated the use of a new chassis and engine for assembling of buses for transporting instead of a bus assembled from old spare parts, in order to protect of vehicles breakdowns during the service.
- The company has arranged for inspection and maintenance by systematically and continuously in order to make the process of operating the vehicle more efficient
- The Company has provided a driver's manual and continuous training to make drivers aware and responsibilities.
- The Company has provided a real time GPS system on the buses to track, monitor, and support by the operation staff.
- The Company has provided a mobile service unit to maintain the service vehicle at any time.

#### Comfort

- The company has collaborated with bus body operators to design a vehicle that is specifically used to transport employees, especially, the service vehicles qualified for the employee transport both in terms of comfort, cleaning, and the prevention of various epidemic.
- New air conditioners system has installed on every service vehicle, thus ensuring that are able to control the temperature as well.
- The Company has provided convenient equipment such as TV, radio, VCD player on every service vehicle in order to facilitate during the trip.
- The Company has arranged to check the condition of the service vehicles as well as various facilities continuously.

As of December 31, 2022, the Company has 64 clients, which is a small number compared to the number of industrial factories in the eastern region. This is an opportunity to expand the domestic market share. In addition, cooperation with TTTH, which is a business partner and jointly managing the train operation process with EV Me Plus Co., Ltd. and Arun Plus Co., Ltd. under the PTT Group, which can support the expansion of the new customer base. In addition, the Company continues to develop technologies to enhance the services that best meet the needs of customers such as Connect social, Sharing of Bus, EV, automatically vehicle and RPA control in order to create a good image, reduce costs, increase growth rates and increase competitive potential

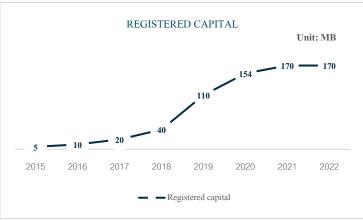


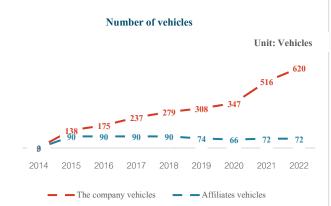




#### Major changes and developments

The Company was established was named Amata Transport 30 Co., Ltd. started business on October 20, 2005 with 3 founders namely Mr. Chartchai Panichewa, Dr. Viwat Kromadit and Mr. Piya Techakul. Mr. Piya is the main executive who has highly experience in the transportation business therefore foreseeing business opportunities from the travel of employees who work in industrial plants most of which are located in industrial estates that are far from their residences. Therefore, there is a limitation for entrepreneurs to select potential employees from the inconvenience of traveling. From the aforementioned limitations, entrepreneurs need to recruit qualified personnel transport service providers. safe and professional In addition, the industrial trend in the eastern region has continued to expand, thus enabling this business to expand its growth.





Year		Important development			
2005	-	In Oct., the Company started business under the name of Amata Transport 30 Co., Ltd. with its head office at			
		Amata City Chonburi Industrial Estate, No. 700/199, Village No. 1, Ban Kao Subdistrict, Panthong District, Chonburi			
	Province, 20160, with a license to operate issued by Department of Land transportation for a period of five years				
		with a registered capital of 1.00 MB., a par value of 100 baht per share.			
	-	In November, the capital was increased to 5.00 MB. by offering to the existing shareholders for business expansion			
		and working capital.			
2006	-	In May, the capital was increased to 10.00 MB. by offering to the existing shareholders for business expansion and			
		working capital.			
	-	The company began to use the bus with a new chassis and engine from the manufacturer Hino RK model.			
2007	-	The Company has expanded the area to Amata City Rayong Industrial Estate to cover the eastern region.			
2008	-	The company has expanded the area to Map Ta Phut Industrial Estate, Rayong Province and in August increased			
		the capital to 20.00 MB. by offering to the existing shareholders for business expansion and working capital.			
	-	The Company began use new chassis and engine from the brand; Scania from Sweden, K310 and K250 models,			
		as well as the introduction of technology to control the operation process with GPS satellites installed in all the			
		Company's buses in real time with the operational staff to check the status 24 hours a day, which can record The			
		status of the reversing bus (Log sheet) in order to control, ready to serve at least 30 minutes before the time and			
		control the speed of not more than 90 kilometers per hour. In addition, it summarizes the list of data sent to			
		customers every day (Daily report).			
2011	-	In January, the Company received a license from the Department of Land Transport for another 5 years, and in			
		December, the Company increased its capital to 40.00 MB. by offering to the existing shareholders for business			
		expansion and working capital			
	-	The Company has set up "Good car maintenance and safe driving (12 Yim)" Project for drivers to drive safely,			
		maintaining good manners and car maintenance to motivate and encourage drivers to have quality driving for			
		passengers by giving special bonuses according to the criteria set by the Company.			
2012	-	The Company changed its name to ATP 30 Corporation Co., Ltd.			

Year	Important development
2013	- The Company has opened a Map Ta Phut branch, Mueangrayong District, Rayong Province to serve the Map Ta
	Phut Industrial Estate and other nearby By installing the air conditioning systems and various facilities and
	additional facilities for good hygiene for passengers.
2014	- The Company has expanded the area to Rojana Industrial Estate, Rayong Province, as well as the use of
	Implemented Tablet and smartphone to control the service vehicle operation process to collect various data in real
	time.
2015	On March 12, the Company called the 2015 Annual Meeting and resolved to approve the important matters as follows:.
	<ul> <li>Increased capital to 70.00 MB. by offering to the existing shareholders.</li> </ul>
	• Dividend payment of 27.00 MB., The payment date is June 30, 2015
	On March 14, the Company called the Extraordinary General Meeting of Shareholders No. 1/2015 resolved to approve
	the important matters as follows:
	Transformation to a public company and changed its name to "ATP 30PublicCompany Limited"
	Change the par value of 100 baht per share to 0.25 baht
	<ul> <li>Increased capital to 110.00 MB., 440.00 million ordinary shares, and 160.00 million new ordinary shares</li> </ul>
	were offered to the public for the first time (IPO) and listed on the Market for Alternative Investment (mai).
2016	- In Jan. The Company renewed a license from the Department of Land Transport for another 5 years .
	- On April 4, the Company announced a dividend payment of 9.68 MB. or 82.92%, 0.022 baht per share, due on 1
	May, 2016.
2017	On April 3, the 2017 Annual General Meeting of Shareholders announced a dividend payment of 19.68 MB. or 94.74%
	,0.004473 baht per share, The payment date is May 2, 2017.
	- In Aug. The Company received the road traffic safety management system (BSI ISO39001: 2012 Road traffic safety
	management system) for 3 years.
2018	On April 2, the 2018 Annual General Meeting of Shareholders announced a dividend payment of 15.64 MB. or 62.96%,
	0.004473 baht per share , The payment date is April 30, 2018.
2019	On April 2, the 2019 Annual General Meeting of Shareholders announced a dividend payment of 21.63 MB. or 56.51%,
	0.040 baht per share, The payment date is April 30, 2019.
	On November 5, the Board of Directors Meeting No. 4/2019 announced the interim dividend payment of 12.35 MB. or
	36.02% due on December 4, 2019.
2020	On April 1, the 2020 Annual General Meeting of Shareholders announced a dividend payment of 12.35 MB. or 55.59%
	0.020 baht per share, due on April 30, 2020.
	In Aug. The Company is certified the road traffic safety management system (BSI ISO39001: 2012 Road traffic safety
	management system) for another 3 years.
2021	In Jan. The Company renewed a license from the Department of Land Transport for another 5 years .
	On February 24, the Extraordinary General Meeting of Shareholders No. 1/2021 resolved to approve the important
	matters as follows:

Year	Important development
	• The Company increased its capital in the amount of 65.00 million shares or 9.53% to the private placement
	to Toyota Tsusho Thai Holdings Co., Ltd. ("TTTH") at a price of 0.99 baht per share, which was received on
	the 8th Mar. and add a director from TTTH in proportion to the capital increase
	On April 2, the 2021 Annual General Meeting of Shareholders announced a dividend of 20.47 MB. or 74.95%, due on
	April 30, 2021 .
2022	The Company has started serving 9 new clients by investing in 104 new vehicles , most of which are diesel-
	powered vans as electric vans are not yet available.
	Expand service areas in industrial factories in the central region of the country such as Ayutthaya, Saraburi and
	Bangkok.
	Started implement electric minibuses to clients.
	<ul> <li>Announcement of dividend payment from the 2022 operating results in cash at the rate of 0.03 baht per share,</li> </ul>
	totaling 20.47 million baht, or a dividend payout ratio of 73.84%, subject to approval from the 2023 Annual General
	Meeting of Shareholders.

Road Safety Management Standard Certificate (BSI ISO39001: 2012)

Non-regular transport operator license from the Department of Land Transport

SET Awards 2022 "Outstanding Investor Relation A wards"







#### **Financial Instruments**

The Company has issued financial instruments in the form of an offering of newly-issued ordinary shares to a private placement with Toyota Tsusho Thai Holdings Co., Ltd., amounting to 65.00 million shares, 0.99 baht per share, received payment on March 8, 2021 in the amount of 64.35 MB. (After deducting fees and related expenses), which has an objective to the capital increase transaction and information memorandum on the issuance and offer for sale of newly-issued ordinary shares to a private placement as requested by SEC as the Company's vehicles investment project as of December 31, 2021, details are as follows

(Unit: Million Baht)

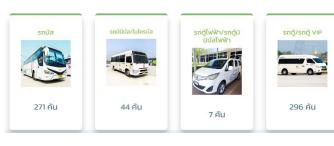
Detail	Proceed utilization plan	Amount of proceeds during the period	Ending Balance
Wages and benefits for drivers and operation staffs	30.00	30.00	-
The expense of transportation vehicles	20.00	20.00	-
Service charge of technology process on transportation	10.00	10.00	-
For working capital in business	4.35	4.35	-
Total	64.35	64.35	-

The Company has complied with the announcement of the SET, rules, conditions and procedures for considering the request to accept ordinary shares in the capital increase as listed securities B.E. 2558 dated May 11, 2015, the Company has shown the weighted average market price of the Company's shares in accordance with the above rules for the past 15 days consequently, prior to the first day of offering of newly issued ordinary shares equal to 1.11 baht per share, therefore the offering price of 0.99 baht is an offering price that is lower than 90% of the average price, therefore it is subject to a silent period according to the securities announcement

#### 1.2 Nature of business

1. Revenue structure come from two types of income sources as follows

Bus type	Number of seats	Number of buses
Bus	Min. 40	271
Minibus/ Microbus	Max. 21 / 30	44
VIP Van / Van	Max. 10 / 13	296
Electric Van	Max. 7	2
Electric Minibus	Max. 21	5
Pick-up truck	Max. 7	2
Affiliated Vehicle	Min. 40 & Max. 10 / 13	72
Total		692



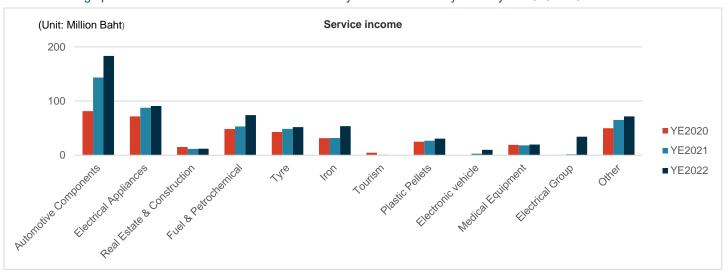
Other income consists of interest on bank deposits, profits from the sale of assets and others such as income from provident funds resigned employees do not meet the company's conditions. Sale of worn-out parts discount on fuel and income from GPS management, etc.

#### The Company's revenue structure for the year 2020-2022 as follows:

(Unit: Million Baht)

TOTAL REVENUES	YE 2020		YE 2021		YE 2022				
	Vehicle	Amount	Percent	Vehicle	Amount	Percent	Vehicle	Amount	Percent
Service income									
1. Company vehicle	347	348.02	88.84%	516	440.72	88.93%	620	573.88	90.74%
1.1 Busses	211	259.56	66.22%	257	321.81	64.93%	271	365.78	57.84%
1.2 Mini-Busses	38	35.36	9.03%	42	40.95	8.26%	44	41.36	6.54%
1.3 Van/ Van-VIP	98	53.10	15.56%	217	77.96	15.73%	296	156.23	24.70%
1.4 Electronic Van	-	-	-	-	-	-	2	0.68	0.11%
1.5 Electronic Minibus	-	-	-	-	-	-	5	-	-
1.6 Pick-up truck	-	-	-		-	-	2	-	-
1.7 Management of electric car rental services	-	-	-	-	-	-	-	9.83	1.55%
2. Affiliated vehicle	66	43.07	10.99%	72	53.08	10.71%	72	58.01	9.17%
Total service income	413	391.09	100.00%	588	493.80	100.00%	692	631.89	100.00%
Other income		0.64			1.79			0.56	

The graph of the service revenue structure classified by customer's industry for the year 2020 to 2022 is as follows:



From the graph above, the proportion of income from services classified by industry of customers with a variety, as this result, the Company need to manage the risk of business types to avoid concentration and dependency on any industry group to be crowed. If there is a crisis that affects the economy in the future society, environment, finance, politics, technology and electric train trends that may directly affect any business. This can cause a significant decrease in service income.

#### Information about the service

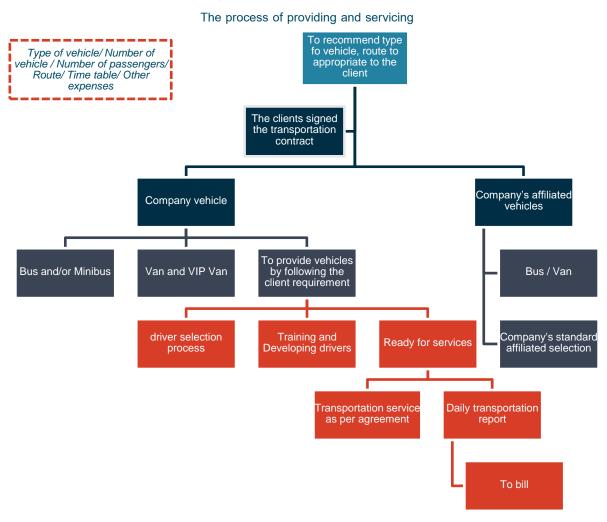
1. Service nature by dividing the company has a domestic source of income 100% the income proportion into 2 groups which are:

#### Service income of the company vehicles:

Every company Vehicles must have legal characteristics with a yellow license plate and the numbers are black, beginning with 30-xxxx and have a bus structure suitable for transportation personnel. Is safe and convenient for passengers. The company has collaborated with leading car manufacturers and distributors such as Hino Scania and Mercedes-Benz, Toyota and Yutong etc. in designing the passenger vehicle's structure that is standard

#### Service income of the company's affiliated vehicles

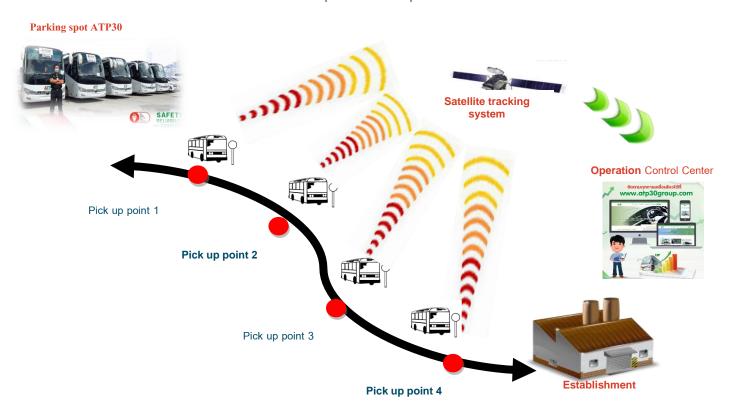
Shared service buses are buses that are under the management of the company. From selection and policy setting which is either a person or a juristic person but must be licensed to be a car operator Passenger transportation is not fixed from the Department of Land Transport only



- The meeting of the Company and client is arranged to determine service plans such as Type of vehicle, number of vehicles, number of passengers, route, schedule and other expenses to the client to consider.
- 2 After the client agrees to enter into the Company service, a Transportation Service Agreement will be arranged.

- 3 Company will procure vehicles, and prepare drivers for operation according to the shuttle service contract. The details are as follows.
  - In the case of the Company's vehicle: The Company has both the used buses and the new buses, in case of the client require to use a new bus, the Company will procure new vehicles according to the type that has been agreed with two parties, such as the bus type will be ordered to assemble, for example, purchasing the chassis and engine, and assembling the body with decorations from leading manufacturers and recruiting drivers and giving training before the actual operation.
  - In the case of affiliated vehicles service: The most of affiliated vehicles are vans which the Company has due to the affiliated vehicles entrepreneur by annual contract, the Company is a customer supplier and controls the service standards on behalf of ATP 30 Plc.

#### Procedures for personnel transportation services



- The driver will bring the car to the parking spot. To prepare to check the car condition Clean and tidy inside the bus 30 minutes before duty
- Operations Officer will randomly measure alcohol and substance abuse levels. Including the condition of the physical and mental readiness of the daily driver to save and report to customers Therefore, the driver must be ready for duty and should have an alcohol level equal to 0 milligram percent if the OP official finds that the alcohol level is greater than 0 milligrams, there are guidelines as follows
  - 1. Alcohol level less than 50 milligrams percent The OP staff will evaluate the driver's readiness to be able to perform the duty or not. In which OP staff will monitor and control throughout the operation.

- 2. Alcohol level greater than 50 milligrams percent considered to be considered a drunk According to the Ministerial Regulation No. 16 (2537) and is banned from driving under the Road Traffic Act (2522), the OP staff will find a replacement driver or a driver instead. (Must have a non-public bus driver's license only)
- Drivers will be stationed at the pick-up point. According to the time and path agreed with the customer
- The driver will record the time of arrival and departure from the pick-up point and record the number of staff in the car. To be information for OP staff
- When the driver proceeds to send and receive personnel to the destination safely Must bring the car to the designated parking spot To prepare to receive send personnel in the next round
- The operation staff collected information from the driver to prepare daily reports to report to clients and accounts department in order to bill invoices for service fees according to service cycles
- The Company will work with clients to control expenses appropriately by considering from monthly service information such as types of vehicles, number of vehicles, number of passengers., routes and schedule etc.
- All the Company's vehicles are equipped with a satellite tracking system (GPS Tracking).

The company has experimented with an application called ATP30 Passenger, the latest innovation provided by the company for customer and passenger service via smartphone devices, to provide convenience for users to know the location of the company's vehicles in managing the lead time at the closest stops

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#### ATP30 Passenger system

The company started to introduce ATP30 Passenger to provide services to customers and passengers via smartphone devices to increase convenience for users. Know route locations and statuses to reduce waiting times and manage time.

Coogle Play App Store
 Store

AIPSO Passenger

แอปพลิเคชั่นสำหรับผู้โดยสารที่รอชั่นรถ
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ดาวน์โหลดใช้งานได้แล้วอันนี้

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SAFETY

RELIABILITY

AND COMFORT

#### Great Conner system, controlling the fuel quantity and status of all company buses (Company Information)

The company has a Great
Corner system to control the
amount of oil used as a
sensor system to measure
the amount of oil in each
tank of the car. Which the
company has used to track
abnormalities in the amount
of oil if there is a significant
decrease, OP personnel
must find the cause and
report to the management
immediately



#### 2. Marketing and Competitive

#### **Economic Overview**

#### A. Gross Domestic Product: GDP

Table showing the summary of the growth rate of the Thai economy

ECONOMIC GROWTH RATE (%)	YE 2021	YE 2022	FORECAST FOR YE 2023
GDP (AT FIXED PRICES)	1.6	3.5 - 4.5	3.8
TOTAL INVESTMENT	3.4	4.0	2.5
PRIVATE SECTOR	3.2	3.8	3.6
GOVERNMENT SECTOR	3.8	4.6	1.8
PRIVATE CONSUMPTION	0.3	4.5	3.5
GOVERNMENT CONSUMPTION	3.2	-0.2	-1.2
PRODUCT EXPORT VALUE	18.8	4.9	0.4
VOLUME	15.0	3.9	5.3
PRODUCT IMPORT VALUE	23.4	5.9	-0.1
VOLUME	18.3	4.4	2.3

Source: Division of Macroeconomic Policy, Office of Fiscal Policy (27 January 2023)

For 2023, the Ministry of Finance expects the Thai economy to expand by 3.8 percent (within the forecast range of 3.3 to 4.3 percent), supported by a recovery in the tourism sector and continued recovery in domestic demand. Especially tourists from Asia who will come to travel more. It is expected that in 2023 there will be 27.5 million foreign tourists traveling to Thailand, an increase of 147 percent per year, resulting in increased income from the tourism sector and related service businesses. Meanwhile, the volume of merchandise exports will slow down in line with the slowdown in demand from major trading partners. Exports of goods in US dollar terms are expected to expand by 0.4 percent (expected range of -0.1 to 0.9 percent).

As for private consumption, it is expected to expand by 3.5 percent (in the range of 2.3 to 4.0 percent) in line with rising public income. The role of fiscal policy has continued to mitigate the impact of various situations. And help support the expansion of the Thai economy in all sectors to be thorough. As for private investment, it will expand by 3.6 percent (in the range of 3.1 to 4.1 percent as expected from the recovery of confidence in the domestic economy.

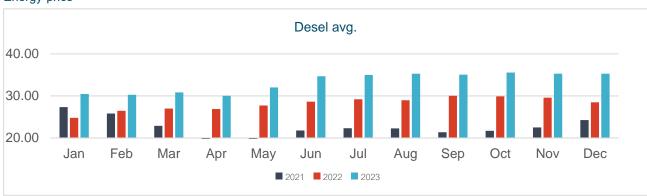
in terms of domestic stability Headline inflation is expected to be at 2.8 percent (expected range of 2.3 to 3.3 percent), adjusted to an inflation target of 1.0 - 3.0 percent due to lower global energy prices. for external stability The current account balance is expected to return to a surplus of US\$3.1 billion. or 0.5 percent GDP (expected range of 0.0 percent to 1.0 GDP).

#### B. Crude oil price in the marker WTI



Source: https://th.investing.com/commodities/crude-oil as at 07 Mar 2023

#### C. Energy price



Source: The Company of Price Shell and PTT Oil Price

#### The price of Dubai crude oil in 2023 averaged a barrel of 85-98 US dollars, but still fluctuates as follows

Global oil supply in 2023 will increase by only 1.8 million barrels per day as strategic oil reserves remain limited due to low inventories. In addition, some OPEC + members are still facing political problems resulting in increasing production capacity not meeting the target. It is also expected that the average Dubai crude oil price in 2023 will be in the range of US\$ 85-95 per barrel, down from the average price in 2022 at US\$ 99 per barrel, but it is still high and there is still a chance. Fluctuate Because the world faces high uncertainty. Both the changing geopolitics Global inflation rates rise including global warming which all affect the demand for energy (360 Degree Daily Manager, 24 Nov 2022

#### D. Industrial situation

#### Domestic industrial estates

Number of industrial estates in the whole country As of January 2023

LIST	CENTRAL	WESTERN	EASTERN	NORTHERN	SOUTHERN	NORTHEASTERN	INCLUDING COUNTRY
NUMBER OF INDUSTRIAL ESTATES	17	1	43	3	2	1	67

Source: Industrial Estate Authority of Thailand - Wikipedia (wikipedia.org) August 2022

The total number of industrial estates in Thailand is as of December 2022 with a total of 67 industrial estates, most of which over half of the country's industrial estates are located in the eastern region due to the convenience of transportation near to Bangkok And is also a safe area from flooding the information of investment status in industrial estates From the Industrial Estate Authority of Thailand (IEAT) as of August 2022 Specify that the number of land users or the number of entrepreneurs in the settlement is 4,845 factories, the total number of 926,581 workers the area of the settlement under the master plan is 182.273 rai. There are still 25,094 rai for sale or rent

#### Number of transport operators

Article 1 Number of transport licenses (editions), Article 2 Number of transport operators (cases), Article 3. The rate of change of the number of transport licenses (percent)

#### Number of transport licenses (accumulated) as of 31 December 2022 Details as follows

(Unit: Version)

Vehicle characteristics	31 Dece	31 December 2021		31 December 2022		
	Article1	Article 2	Article 1	Article 2		
Passenger bus	2,816	1,470	2,790	1,444	-1.21%	
Transportation	37,170	37,170	34,731	34,371	-7.53%	
Personal bus	7,812	7,812	7,901	7,901	1.14%	
Total	51,290	49,918	45,062	43,716	-5.81%	

Source: Statistics of the number of transport licenses and the number of transport operators, Department of Transportation, 2022

The number of bus transport licenses nationwide is 31 December 2022, with a total of 45,062 items, with a total of 43,716 operators when considering transportation types, it was found that most of the transport licenses for non-bus transportation were 76.27 percent followed by 17.53 percent by private bus transport, and 6.19 percent by bus

Year 2022 Transportation by bus the number of licenses decrease from 5.72 percent in the year 2019, especially the non-bus transportation business which grew by 7.53 percent demonstrating decrease competition in this business. And the growth in demand for non-public buses Since it is a transportation that customers can specify their own route as needed

#### Number of vehicle licensees in accordance with the law on land transport

(Unit: Version)

DRIVERS LICENSE TYPE	2021		2022		
	Eastern	Other sectors	Eastern	Other sectors	
TYPE DRIVER 1	1,505	14,286	1,529	13,756	
TYPE DRIVER 2	86,624	636,049	90,905	542,883	
TYPE DRIVER 3	33,506	202,922	37,173	193,773	
TYPE DRIVER 4	26,895	97,919	28,500	92,822	
TOTAL	148,530	951,176	158,107	843,234	

Source: Transportation Statistics Group, Planning Division, Department of Land Transport, As of January 2023

As of 31 December 2021, the total number of drivers licensed under the law on land transport 1,099,706 issue by decrease from year 2020 which has 1,213,641 issue Decrease percentage 9.39 this is the number of drivers who have obtained a driving license in the eastern region of 148,530 people, representing 13.51 percent of the total by the definition of the Department of Land Transport The driver must have a driver license type 2, 3 or 4 to be able to drive a transport bus carrying more than 20 people.

### Number of registered vehicles accumulated as of 31 December 2022 in accordance with the law on land transport Details as follows

(Unit: Vehicle)

Vehicles type	2021			2022
	Eastern	Other sectors	Eastern	Other sectors
Passenger bus	5,766	58,880	5,349	33,907
Transportation	8,682	53,081	8,381	28,852
Personal bus	1,126	12,733	1,119	8,939
Bus included	15,574	124,694	14,489	71,698
Trucks and small cars	143,861	1,058,593	147,928	961,328
Total	159,435	1,183,287	162,777	1,033,026

Source: Transportation Statistics Group, Planning Division, Department of Land Transport, Information as of January 2023

Number of registered vehicles accumulated as of 31 December 2022 in accordance a total of 1195,803 units, an decrease of 146,919 units from the year 2021, representing 10.94 percent in this bus number Are 37,233 non-public buses, representing 3.11 percent of buses in 2022

From the above statistics, it was found that Non-public transportation as of December 31, 2022 has decrease from 10.94 percent which is expanding more than the number of other bus types The majority of the growth is in the eastern region, which is considered an area of industrial estates that is continuously expanding. Which is in line with the expansion of the industrial estates that will be opened in the future (Source: Industrial Estate Authority of Thailand (IEAT) Information as of December 2022)

#### Marketing policy and key services

#### 1. Competitive strategies and competitive conditions within the industry

Regarding to the commuter service business has low barrier on entering the business of new entrepreneurs. If there are sufficient funding factors There are transport operator licenses and driver's license that correspond to the types required by law, resulting in the number of new Freight Transport License operators emerging, there were 37,170 passengers in 2022, the number of operators decreased to 34,371 or 7.53%, most of which would focus mainly on price and service competition. *The Company's management has estimated the market share at 3 percent of the number of industrial estate factories*, service areas include the Eastern Industrial Estate and the surrounding industrial estates. and the Central Industrial Estate (More details, item 1.4 target customers)

<u>Company highlights</u> there is a standardized transportation process Focus on outstanding service quality According to the practice management guidelines Road safety in accordance with ISO: 39001: 2012 standards, as well as providing recommendations regarding the use of bus services that are suitable for the customer's route. In order to reduce costs with the following competitive strategies

#### 1.1 Service strategy

Throughout the period, the service quality of the company has been improved and continuously, resulting in the Company receiving road safety management standards. (BS ISO39001: 2012 Road traffic safety management system) By adhering to the 3 service policies which are Safety, Credibility (Reliability) and convenience (Comfort) with the standard of service as follows;

#### Vehicle standard

The company's bus every car is a new car. The exterior of the car is specifically designed for use in transportation. Engineering and legal personnel, in addition, the chassis and engine (Bus body and Chassis) from leading companies such as Hino Scania and Mercedes-Benz, etc., the body has a design, use with safety as a primary. The installation of the air conditioning system is every new piece of equipment. And facilities, such as TVs, stereos, first aid kits, fire extinguishers and safety equipment for convenience and safety for passengers.

#### Driver standard

The Company attaches great importance to the recruitment of drivers. Since rigorous selection, such as interviews, background checks driving test and body condition examination etc. Developing abilities and working properly, including creating awareness of service provision. car maintenance safe driving as well as continuous performance measurement.

#### Standard of bus control systems

The company has a system to track all buses of the company called GPD Tracking Systems in real time, with the operational staff responsible for checking the status. Monitoring behavior and supporting the work of drivers, such as availability (stand by at the appointed point) not less than 30 minutes before the service and control the speed of not more than 80 km / hrs. Throughout the performance through CCTV within the company bus when the driver provides a transfer service. The operational staff will summarize the report from the data into daily reports and monthly reports for customers.

#### Standard maintenance

The company has a control system for the maintenance of engines and equipment. Related to the company's buses Adhere to the storage policy, withdrawal, and effective inventory control. In which the maintenance department is responsible. The company will train employees to be knowledgeable. Ability regularly to create expertise and set a clear maintenance plan without having to wait for damage Damaged or jammed So that every bus of the company is always ready to use. And also, the company has arranged a mobile unit for on-site maintenance the type of care and maintenance can be divided into 2 types as follows;

- Daily care is to take care of the cleanliness and order of the buses such as seat cleaning Spraying antiseptic and keeping equipment inside the car tidy before continuing to use, This is the responsibility of drivers and operators
- Preventive maintenance is a maintenance plan. If major problems such as engine damage and suspension occur, the repair center will be delivered immediately.

#### 1.2 Price strategy

The Company has a reasonable and fair pricing policy along with providing high quality services (Premium Strategy) for example, all the company's vehicles are new and suitable for service expert driver modern tracking system and efficient fleet management system to ensure passengers are in line with pricing principles. In addition, taking into account the investment in new buses for a period of approximately 4-5 years by setting 2 types of service fees as follows

- 1. Fixed-Rate Contract is a service charge based on distance per trip under the service contract. (The service fee does not vary by the average fuel price)
- Determination of variable service fees according to changes in fuel prices (Floating Rate Contract) divided into 2 types as follows;
  - Static service configuration According to the distance that varies according to the compensation oil rate Calculated from fuel consumption for each route plus the difference in fuel prices. (Current average oil price compared to the contract oil price) If the average oil price is higher, The company will receive compensation for the difference from customers. But in the event that the contracted oil price is higher, the company must give a discount to the customer.
  - Determining variable service fees based on fuel prices and service mileage (Minimum Guarantee) determines minimum service fees based on service costs for vehicle installments. Driver's wage and actual fuel cost. The revenue according to the distance provided to customer

#### 1.3 Place strategy

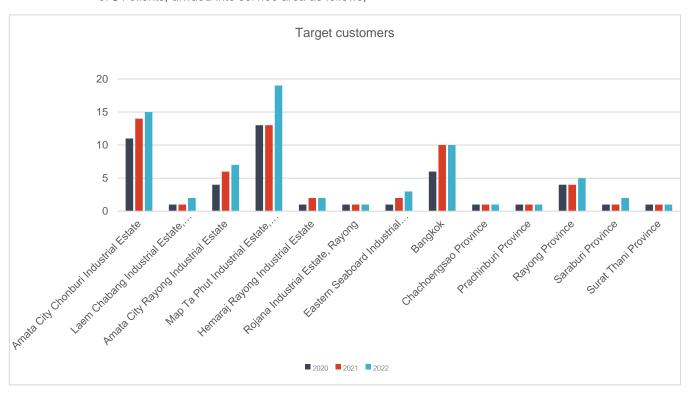
Marketing plan for 2 customer acquisition channels 1) Direct contact customers account for 70% of all customers. Most of them are referrals from existing and affiliated customers. 2) Participating in the auction (Price Action) and participating in bidding. representing 30 percent of all customers Since more of the existing customers come from the company, there is no policy on price competition but focusing on maintaining the quality and efficiency of the service, causing most of the existing customers to use the service almost all of them.

#### Public Relations (Promotion)

The Company's' public relations procedure is there in many channels, such newspaper, company website, SET Facebook, Line live interview on radio etc. In order to build Brand Recognition and Brand Awareness.

#### 1.4 Target customers

The Company's target customers are entrepreneurs in the manufacturing sector that the factories located internal and external industrial estates especially Eastern Seaboard. As of 31 December 2022, a total of 54 clients, divided into service area as follows;



#### 3. Provision of services

1. Bus procurement: The company has 2 forms of bus procurement as follows;

#### The company vehicles

The Company will invest in service vehicles only after signing a contract with clients by entering into a financial lease agreement and a hire purchase agreement and a bank's credit line with sufficient support and insurance for all buses that cover all damage

#### The company's affiliated vehicles

The Company enters into a affiliated vehicle service contract annually. It consists of a bus and a van. By specifying conditions and standard operations according to company policies, such as vehicle standards and customer selection and performance evaluation throughout the performance This excludes all liability for damages. At present, the company has no policy to enter into contracts with additional new joint ventures Currently, the company does not have a policy to enter into contracts with new joint affiliated vehicles.

#### 2. Driver

The company pays great attention to drivers. Starting from the recruitment process, recruitment such as placards, driver introductions public relations by various departments 1) Applying for a job, the HR Department is responsible for the qualifications of those who apply, interviews, driving ability tests. consider health check results Criminal background check and check driving license type 2, 3 or 4 from the Department of Land Transport 2) Accepting as a driver, must training in preventive driving skills before commencing operations. The operation department is responsible for evaluating the performance

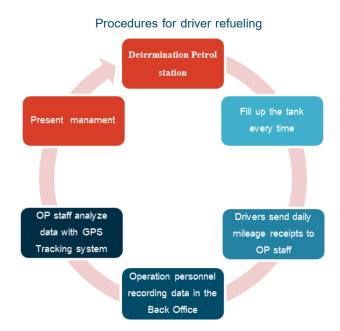


#### 3. Fuel

The company has a policy for all company vehicles to use diesel fuel no engine modification and refueling through the Fleet card system

#### Steps to refuel

Drivers must refuel at designated service stations. The tank must be filled every time. The mileage must be written down to the station in order to issue a receipt. Then bring the receipt to the OP staff by the next morning. The OP staff will record the data in the back office system and analyze the consumption rate data for each vehicle. Check with the information in the GPS Tracking system. If abnormal, the cause must be found immediately. then report to the manager In case of corruption, management must be notified immediately



#### 4. Assets used in the business

Assets for business Property and equipment as of December 31, 2022 are as follows:

Details	Ownership	Amount (Million Baht)
Land	Mortgage with bank	34.19
Budling	Mortgage with bank	31.52
Furnishings and office supplies	Company owned	6.69
Equipment	Company owned	1.15
Cars	Company owned	1.56
Property under construction	Company owned	0.10
Right-of-use assets	Lease obligations	4.29
Total		79.50

#### Remark:

- Land belongs to the company with the construction of a head office building at Bang Nang Sub-district, Phan Thong District, Chonburi
- Vehicles are 3 executive vehicles for contacting customers and providing services or renting.



#### Transport vehicle

The Company has a total of 633 vehicles for transportation, consisting of 1) 620 company vehicles, 2) 10 maintenance and operation support vehicles, and 3 executive cars. For the year 2020 - 2022, the book value was 634.66 million baht, 877.18 million baht and 973.03 million baht, respectively, details as follows.

Vehicle type	Number of cars (Unit)	Company Ownership (Unit)	Lease obligations (Unit)
Busses	271	179	92
Mini-Busses	44	10	34
Van / Van-VIP	296	58	238
Electric van for rent	2	-	2
Passenger electric minibus	5	-	5
Pickup truck for rent	2	-	2
Maintenance and operation support vehicles	10	10	-
Executive car	3	2	1
Total	633	259	374

# Intangible Asset

Computer program system, amount 0.50 million baht having the characteristics of the company ownership, without obligation

#### **Business licenses**

The Company is an operator that has been certified an Freight Transport License number Chor Bor. 264/2563 issued by the Department of Land Transport from January 2021 to January 2026 for a period of 5 years

#### Certificate BSI ISO39001: 2012 Road traffic safety management system

The company has received a road safety management standard certificate. From August 2020 to July 2023 for a period of 3 years

#### Personnel transportation service agreement

- 1. 57 the Company's vehicle service contracts for 69 clients
- 2. 62 affiliated contracts, consisting of 6 buses and 66 vans, for a contract period of 1 year, with strict compliance with the conditions in the contract

#### Building and parking space rental agreement details as follows

No	Contract with	Period (Years)	Type of agreement	Obligation
1.	Mr. Chaiwat Chanthong	2 year contrac	Parking lot at Bankhai, Rayong	None
2.	Mr. Sommart Subtawee	2 year contrac	Parking lot at Banleang, Rayong	None

No.	Contract with	Period (Years)	Type of agreement	Obligation
3.	Ms. Orrasa Khanngean	2 year contrac	Parking lot at Nonglalok, Rayong	None
4.	Ms. Tahgkhaew Cheanpirom	3 year contrac	Office building and parking lot at Mabtaput, Rayong	None
5	Udomsuk Kabinburi Ltd., Part	1 year contrac	Parking lot at Kabinburii, Prachineburi	None
6.	Ms. Sortew Chaitakoonthong	3 year contrac	Office building and parking lot at Bangpra, Chonburi	None
7.	Mr. Suchin Chiengngean	3 year contrac	Parking lot at Mabyangpon, Rayong	None

#### Remark:

- No. 2 was originally a contract with Mr. Sapthawee Due to the death of a contract with Mr. Sommart multiplied assets.
- No. 3 Subcontract with Mrs. Orasa Khanngern because Mrs. Surangpimon lam clean, the land has been sold.
- Cancel the contract of Mrs. Bubpha Mannoi, period 1 year, parking place, Pong Saket area Chonburi Province.
- Cancel the company contract Kromadit Park Co., Ltd. for a period of 3 years. It is a rental of space for the 1st and 3rd floors of the head office and parking spaces. due to purchase of new land.

#### Insurance contract of every company vehicle

The company has insurance for 620 buses, 10 maintenance support vehicles and 3 administrative vehicles.

With insurance conditions covering third party responsibilities such as Damage to life or body or hygiene Damage to property Damage to passengers in the car Including medical compensation for death or disability Damage to the car and damage to the driver, The duration of the insurance contract according to the accounting period is not more than 1 year as follows:

No.	Insurance company	Type of insurance	Number of insurance policies	Obligation
1.	Thaisri Insurance PCL.	Insurance type 1	7	None
2.	Bangkok Insurance PCL.	Insurance type 1	9	None
3.	LMG Insurance PCL	Insurance type 1	22	None
4.	Kumpai Marine Tokyo Insurance PCL	Insurance type 1	352	None
5.	Muangthai Insurance PCL	Insurance type 1	243	None
	Total		633	

#### Guarantee service agreement

The Company has a credit guarantee for service agreement (Bank Guarantee) with financial institutions in the amount of 57.10 MB. for processing a letter of guarantee for service or a letter of guarantee tendering with the bank details as follows

No.	Bank	Credit (Million Baht)	Number of contracts	Obligation
1.	KIATNAKIN PHATRA BANK PCL	16.37	7	None
2.	KASIKORN BANK PCL.	7.11	14	None
3.	The Siam Commercial Bank	0.71	1	None
	Total	23.55	22	

## Black log

The Company has unrealized service income of Baht 1,650 million from all 69 service clients over the remaining contract period.

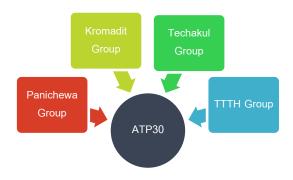
# 1.3 The shareholding structure of the company for 2022 No subsidiary or associated company

# 1.4 Registered Capital and Paid up Capital

The Company had a registered capital of Baht 170,577,514.50 with paid-up capital full, 682,310,058 ordinary shares and prepared share - shares, Par value 0.25 Baht. The average market price for the year is 1.83 baht

# Shareholders

# List of major shareholders



# List of Directors and Executives of the Company

The Company reports the holding of securities of directors and service providers, both directly and indirectly. Details are as follows:

Name	31 March 20	22	3 Jan 2023	3	changes		
	Number of shares	%	Number of shares	%	Number of shares	%	
1. Panichewa Family Group	130,881,250	19.18%	130,991,250	19.20%	110,000	0.08%	
Mr. Chartchai Panichewa	80,325,000	11.77%	92,981,250	13.63%	12,656,250	15.76%	
Mrs. Somhathai Panichewa	9,450,000	1.39%	9,450,000	1.39%	-	-	
Mr. Pathit Panichewa	9,450,000	1.39%	9,450,000	1.39%	-	-	
Mr. Saris Panichewa	9,550,000	1.40%	9,660,000	1.42%	110,000	1.15%	
Ms. Arpapit Panichewa	9,450,000	1.39%	9,450,000	1.39%	-	-	
Mrs. Jaroonluck Panichewa	12,656,250	1.85%	-	-	(12,656,250)	(100%)	
2. Kromadit Family Group	72,098,364	10.57%	72,840,454	10.68%	742,100	1.03%	
Mr. Viwat Kromadit	42,750,000	6.27%	42,750,000	6.27%	-	-	
Mrs. Nittaya Kromadit	1,117,200	0.16%	1,476,800	0.22%	359,600	32.19%	
Ms. Wichaya Kromadit	406,562	0.06%	378,462	0.06%	(28,100)	(6.91%)	
Ms. Wipawee Kromadit	11,162,403	1.64%	11,078,003	1.62%	(84,400)	(0.76%)	
Ms. Somphatra Kromadit	30,000	0.00%	80,000	0.01%	50,000	166.67%	
Mr. Withoon Kromadit	16,632,199	2.44%	17,077,199	2.50%	445,000	2.68%	
3. Techakul Family Group	100,659,258	14.75%	98,693,258	14.46%	(1,966,000)	(1.95%)	
Mr. Piya Techakul	55,100,000	8.08%	55,100,000	8.08%	-	-	
Mr. Thanaphum Techakul	764	0.00%	52,764	0.01%	52,000	6806.28%	
Ms. Orawan Techakul	1,138,600	0.17%	1,160,000	0.17%	21,400	1.88%	
Mrs. Saisut Techakul	44,419,894	6.51%	42,380,494	6.21%	(2,039,400)	(4.59%)	

Name	31 March 20	)22	3 Jan 202	3	changes		
	Number of shares	%	Number of shares	%	Number of shares	%	
4. Other existing shareholders	23,915,800	3.51%	25,457,900	3.73%	1,542,100	6.45%	
Mrs. Chanida Padetsuwannukul	3,512,000	0.51%	3,540,500	0.52%	28,500	0.81%	
Mr. Bundit Tungkaseranee	4,244,300	0.62%	5,757,900	0.84%	1,513,600	35.66%	
Mr. Pongchai Chongpaisarnsin	16,159,500	2.37%	16,159,500	2.37%	-	-	
5. Toyota Tsusho Thai Holdings Co., Ltd.	65,000,000	9.53%	65,000,000	9.53%	-	-	
Mr. Prinya Khamman	556,250	0.08%	-	-	(556,250)	(100%)	
Ms. Putthamalee Khamman	-	-	556,250	0.08%	556,250	-	
Mr. Thiti Boonjirachot	20,500	0.00%	20,500	0.00%	-	-	
Ms. Pattamaporn Prasartketkarn	104,650	0.02%	104,650	0.02%	-	-	
Ms. Nichanan Rattanaket	570,625	0.08%	570,625	0.08%	-	-	
Mr. Winai Pumpis	116,500	0.02%	153,000	0.02%	36,500	31.33%	
Ms. Orain Incharoensuk	414,200	0.06%	200,000	0.03%	(214,200)	(51.71%)	
Mr. Chanut Incharoensuk	-	-	713,000	0.10%	713,000	-	
6. Executive group	1,782,725	0.26%	2,318,025	0.34%	535,300	30.03%	
Other Shareholders	287,972,661	42.21%	287,009,161	(57.94%)	(963,500)	(0.24%)	
Total	682,310,058	100.00%	682,310,058	100.00%	-	-	

#### Remarks: Information of the year 2022

- The Company has no a group of major shareholders who have a significant influence on the Company's management policies or operations.
- The company disclosed the persons who may have conflicts of interest in holding business in every transaction along with explaining the transaction and the amount of the connected transaction
- The company does not hold shares in other companies (Holding company).
- \* The totality of securities is in accordance with the definition of persons pursuant to Section 258.
  - 1. Mr. Chartchai Panichewa's group consists of family and children including Mrs. Somhathai Panichewa, Mr. Pathit Panichewa, Mr. Saris Panichewa and Ms. Arpapit Panichewa, excluding their mother, Mrs. Jaroonlak Panichewa.
  - Mr. Piya Techakul's group consists of family and children, including Mrs. Saisut Techakul, and does not include the underage child, Thanaphum Techakul.
  - 3. Mr. Viwat Kromadit does not include his siblings, Mr. Witoon Kromadit and Ms. Vipavee Kromadit.
- The company has not organized a project to grant executives the right to purchase the company's securities.
- Ms. Onin Incharoensuk is the internal auditor of the company and was promoted to account manager on May 1, 2022

# List of the first 10 major shareholders

List of major shareholders	31 March 2022		3 Januar	y 2023	changes	
	Number of %		Number of	%	Number of shares	%
	shares		shares			
1. Mr. Chartchai Panichewa	80,325,000	11.77%	92,981,250	13.63%	12,656,250	15.76%
2. Toyota Tsusho Thai Holdings Co., Ltd.	65,000,000	9.53%	65,000,000	9.53%	-	-
3. Mr. Piya Techakul	55,100,000	8.08%	55,100,000	8.08%	-	-
4. Mr. Viwat Kromadit	42,750,000	6.27%	42,750,000	6.27%	-	-
5. Mrs. Saisut Techakul	44,419,894	6.51%	42,380,494	6.21%	(2,039,400)	(4.59%)
6. Mr. Witoon Kromadit	16,632,199	2.44%	17,077,199	2.50%	445,000	2.68%
7. Mr. Pongchai Jongpaisarnsilp	16,159,500	2.37%	16,159,500	2.37%	-	-

List of major shareholders	31 March 2022		3 Januar	y 2023	changes		
	Number of	%	Number of %		Number of shares	%	
	shares		shares				
8. Thai NTDR Co., Ltd.	19,668,393	2.88%	15,575,311	2.28%	(4,093,082)	(20.81%)	
9. Ms. Vipavee Kromadit	11,162,403	1.64%	11,078,003	1.62%	(84,400)	(0.76%)	
10. Mr. Saris Panichewa	9,550,000	1.40%	9,660,000	1.42%	110,000	1.15%	
Other Shareholders	321,542,669	47.13%	314,548,301 46.10%		6,994,368	(2.18%)	
Total	682,310,058	100.00%	682,310,058 100.00%		-	-	

# Shareholding distribution by nationality as of January 13, 2023 as follows:

Shareholder	Shareholder Amount				Juristic Person		Individual		
	No. of	No. of	Percentage	No. of	No. of	Percentage	No. of	No. of	Percentage
	Shareholder	Share		Shareholder	Share		Shareholder	Share	
Thai	5,326	682,310,058	100.00%	5	81,530,748	11.95%	5,321	600,779,310	88.05%
Shareholder									
Foreign	-	-	-	-	-	-	-	-	-
Shareholder									
Total	5,326	682,310,058	100.00%	5	81,530,748	11.95%	5,321	600,779,310	88.05%

# Shareholding distribution according to the ratio of shareholders According to the book closing date on 13 Jan. 2023 as follows:

Shareholder	Amount			Juristic Person			Individual		
	No. of	No. of	Percentage	No. of	No. of	Percentage	No. of	No. of	Percentage
	Shareholder	Share		Shareholder	Share		Shareholder	Share	
Shareholders holding shares of	19	426,746,457	62.54%	2	80,575,311	11.81%	17	346,171,146	50.73%
more than 0.5%									
Shareholders holding no more	4,960	255,555,528	37.46%	3	955,437	0.14%	4,957	254,600,091	37.32%
than 0.5% but not less than one									
trading unit.									
Shareholders holding less than	347	8,073	-	-	-	-	347	8,073	-
one trading unit									
Total	5,326	682,310,058	100.00%	5	81,530,748	11.95%	5,321	600,779,310	88.05%

# Major Shareholder's agreement

The company does not have an agreement between the major shareholders (Shareholders' agreement) For matters affecting the offering of securities and the administration of the company

#### 1.5 Issuing other securities

Year 2017 The Company has convertible securities, warrants for the purchase of newly issued ordinary shares of the Company No. 1 (ATP30-W1) in the amount of 123,750,000 units, the exercise period of 2 years and the redemption date of May 23, 2019 can be converted 1 unit to 1 ordinary share, with the conversion rights of 122,310,254 units, 0.85 baht per unit, totaling 103.96 million baht.

In 2020, the Company offered 65,000,000 shares or 9.53% of the shares to Toyota Tsusho Thai Holdings Co., Ltd. at a price of Baht 0.99 per share for a total of Baht 64.35 million.

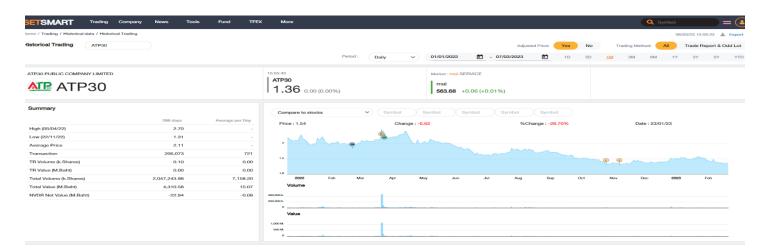
#### Remark:

Past operations The company has never issued bond securities such as debentures and bills.

# 1.6 Dividend Payment Policy

The Company has a policy to pay dividends not less than 40% of net profit according to the financial statements, deduction of corporate income tax and reserves under the law. If the dividend payment is less than the policy, it must be approved by the Board of Directors based on factors such as investment plan, necessity and other suitability. In the future and presented for approval to the Annual General Meeting of Shareholders unless the interim dividend payment is paid by the Board of Directors has the power to pay dividends. If there is a sufficient legal reserve net profit and report to the Annual General Meeting of Shareholders next time Details are as follows:

Items	YE 2020	YE 2021	YE2022
Number of ordinary shares (Million Baht)	682.32	682.32	682.32
Amount of cash dividends (Million Baht)	20.47	20.47	20.47
Dividend per share (Baht)	0.03	0.03	0.03
Earnings per share (Baht)	0.047	0.049	0.043
Dividend payout (Baht)	67.81%	65.07%	73.84%
Dividend payment due	April 30,2021	April 29,2022	April 28,2566



## Risk Management

#### 2.1 Risk Management Policy

The company has policies and guidelines as well as a manual on corporate risk management in accordance with the principles of good corporate governance as follows

The Company has aligned risk management systems and processes throughout the organization in accordance with the Company's business strategies and goals, and supports the resources needed in various areas so that risk management can carry out control or risk reduction to a reasonable acceptable level.

The Risk Management Committee has the authority to set policies. Propose various risk management guidelines, set a standard framework and risk management processes related to the Company's business operations. This includes oversight to cover the company's core strategy and the situation has changed. Including considering monitoring and evaluating the results of risk management appropriately and efficiently.

(More details Business Ethics Guide on risk management policy)

#### 2.2 Company's business risks

#### **Business risks**

#### The risk of relying on a small number of customers

For 2022, the Company had 69 service customers, of which the top 10 customers had service revenue of 292.53 million baht or 46.26%. The company has maintained good relationships with customers throughout the years and has continued to renew its contract for more than 10 years. However, business competition is quite high. The Company may have the opportunity that some customers do not renew their contracts or make administrative adjustments to reduce their costs

Measures to reduce the risk The company has a clear policy of retaining existing customers and expanding new ones. In addition, industry diversification to reduce the level of dependence on such customers and the concentration of customers in the same industry

#### Environmental impact risks

Due to the company's operating process May cause pollution to communities along the route. The company therefore prevents problems that arise by giving importance to energy and environmental management. To set guidelines for implementation and follow up on management in matters related to the environment both internally and externally in order to reduce the impacts that occur.

Measures to reduce the risk The Company has an environmental management policy in accordance with ISO39001. Odors, noises, smoke emissions and driving etiquette shall be better than those prescribed by law to reduce environmental impacts and greenhouse gas emissions, which must not affect the health of the person concerned. In addition, the company's internal processes place importance on limiting and destroying waste according to the correct procedures. Such as deteriorated spare parts, batteries, engine oil, etc., with guidelines that the company operates under good corporate governance. In giving importance to social responsibility. Environment and Business Sustainability Development (ESG) (More details Business Ethics Guide on environmental policy) are as follows:

The company has started to develop solar energy projects. By installing the company's solar roofs, garages and maintenance centers to reduce electricity consumption

- 1. Join the event at about planting mai trees and support other activities related to the environment. Society & Community
- 2. Implemented solar rooftop installation projects on rooftop rooftops at the company's maintenance sheds and parking lots everywhere. Electricity generation and reduced oil costs
- 3. Participation in voluntary greenhouse gas reduction projects in accordance with Thailand's standards (T-Ver) to manage greenhouse gas emissions appropriately for business
- 4. Investing in Electric Vehicles for a Clean Energy Business in the Future

5.

In 2022, the Company operates according to service standards in every process which has no effect destruction or environmental complaints society and community

#### Human rights risk

The Company has a Zero-Tolerance Policy in accordance with the laws related to anti-bribery and corruption. By focusing on operating systematically, efficiently and effectively as well as conducting human rights risk assessments in all processes of the value chain and activities such as assessments to identify Prevent and mitigate risks as well as assessing specific high-risk groups for special treatment, such as labor and human rights, such as work safety and services national impact operational impact and personal impact (more details Business Ethics Manual on the policy of respecting human rights and treating labor fairly)

Human Rights Risk Assessment Results: The Company has established measures to control and mitigate potential impacts. according to preventive and corrective measures to control to ensure that risk management is at an appropriate level as well as remedies for those who may be affected There is also a follow up and review process on a regular basis

The Company has set goals and indicators for human rights performance at all levels, including the organizational level, the organizational level, the individual level, and related external agencies, such as including assessments from external agencies such as Partners assess the company's performance at the first purchase or service and every year to review the company's performance. and opening channels for receiving opinions and suggestions from employees and outsiders In order to use such opinions to determine solutions and preventive measures to reduce human rights violations in all aspects

#### Operational risks

#### Risk of driver shortage

The Company has been growing continuously in line with the increasing number of vehicles and drivers. In addition, the transportation market sector is expanding continuously as well. causing the problem of a shortage of drivers

<u>Risk mitigation measures</u> The Company has the same appropriate policies regarding drivers' salaries and benefits as regular employees (More details Code of Conduct Manual on Employee and Employee and Driver Compensation Policy) as well as creating awareness of love for the profession In addition, the company has prepared 37 operation officers who must have a non-routine bus

driving license and be trained like a driver. If there is a shortage of drivers, they can work instead In the past year, the company has been able to recruit enough drivers to provide services

#### The risk of volatility in oil prices

The cost of fuel is considered the main cost of corporate buses at 28%, as the trend of average fuel prices continues to fluctuate. In addition, the company does not have a pre-purchase agreement for oil However, the Company has a variable service fee contract based on the average fuel price. (Floating-Rate Contract) equal to 82% of service income. If the average oil price fluctuates significantly, The company can charge the service fee to the customer in terms of the full amount of fuel prices (More details item 1.2 price strategy)



From the table of comparison chart of average oil prices, it can be seen that the average oil price increases every year.

Therefore, the company must establish risk mitigation measures, as follows

- Adjustment of service contracts with customers is variable almost 100% of service revenue. To reduce the volatility of the average oil price that continues to rise
- Increasing the limit of fleet card (PTT) from the Bank to support the operation and control of oil consumption and reduce the difference in average oil prices
- Using technology to manage the operation process using RPA (Robotic Process Automation)
- Expanding fleet investment in electric vehicles to reduce fuel costs

Risks affecting rights or investment of securities holders

Risk from management that depends on key management



The company's employee transportation service has an image that is attached to the company's key executive, Mr. Piya Techakul, who holds a 15% stake in the company as Managing Director (MD) and Chairman of the Executive Committee (CEO), who has been instrumental in managing the company to become famous and respected in this business. In 2022, the Company had service revenue of 631.89 million baht, or 28% growth compared to the previous year. If the Company loses such key executives, it may affect the management of the Company. Therefore, the Company has established a succession plan policy to decentralize the management of the scope of duties and responsibilities to executives in various

fields based on knowledge, ability and experience in order to reduce dependence on such executives. However, the Company has prepared a business plan in accordance with the appropriate reorganization according to the scope. Clear authority, duties and responsibilities, as

well as recruiting qualified personnel and supporting training to increase knowledge and reward according to the results of the assessment.

Duties and abilities, which can reduce the risk of dependence on key executives (More details Business Ethics Guide on policy on succession play)

#### Remark:

- financial risks from the assessment of the company, it is seen that there is still a source of funds that is sufficient to continue the business.
- Risk to investment of securities holders. The company sees that past operations can continue to generate revenue and profit. There are also no material events that will affect shareholders who will not receive any returns or rights that should be granted or lost in whole or in part.
- Risk of investing in foreign securities from the past operations, the company has not invested in foreign securities

## 3. Driving Business for Sustainability

The company is committed to conducting business with responsibility for the economy, society and environment by adhering to professional business practices in accordance with the principles of good corporate governance

Transparency, fairness, business ethics Taking into account the creation of added value for shareholders and all groups of stakeholders for mutual benefits

The Company has assigned senior executives and executives of each department to have roles and duties in determining and planning social responsibility actions. community and environment in accordance with the policy and the Company's sustainable business strategy as well as overseeing and monitoring the operations to be in accordance with the established work plans and reporting the results to the Executive Committee and the Board of Directors on an ongoing basis.



The Board of Directors recognizes and places importance on sustainable growth, by adhering to policies and business guidelines with a professional management system Responsible for customers Partners and all groups of stakeholders as well as creating stable growth with an aim to develop the potential of personnel, which are valuable resources as well as developing a full range of work processes to provide the most secure services, which will lead to the sustainability of the organization in the long run

# 3.1 Sustainability Management Policies and Goals

The company has established policies and guidelines for sustainability development in line with the vision of the organization. "We will be the leader in providing personnel transportation services to various industrial plants. by striving to develop the service to satisfy the customers and create a service standard until it is accepted at the international level." by conducting business with good governance along with social responsibility Conserving natural resources and taking care of the environment To build trust among stakeholders through transparent and verifiable processes to be in line with the sustainable development goals. In addition, the care and benefits of all stakeholder groups are balanced and equitable according to the framework of the Stock Exchange of Thailand. Good Corporate Governance Principles good governance Guide to Corporate Governance and Business Ethics Guide

# 3.2 Managing impact on stakeholders in the business value chain

Business value chain (More details Business Ethics Guide on the process of providing and servicing)



- Retain existing customers and expand new xustomer base.
- The company offers servvice plans such as routes, number of people, work schedule. Desing bus types and prices for existing and new customenrs according to pricing policy.
- Service contract as agreed with the customer, such as duration, price and type of vehicles

Selvice preparation of service incmoe

Provision of services Details are as follows 1. Buses include Company buses such as old buses and new buses with interior and
exterior decoration and shared bus services 2. Drivers by recruiting Training and must have a license to drive. 3. Related expenses
such as insurance and the Act. Gasoline, safety equipment and vehicle-related expenses for the vehicle to be the most efficient and
safe

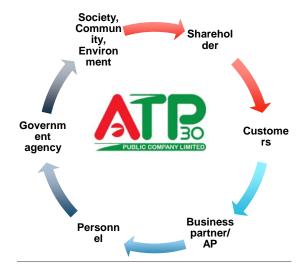
Service income

• The Company provides customer service in accordance with the agreed service contract. By striving to increase operational efficiency. Cost reduction Adoption of technology to optimize the management of the transportation process In addition, developing the potential of the team to be professional and able to build on the experience in new business involved, as well as to raise awareness of ownership, increase problem solving skills. Coordination between agencies and teamwork to achieve the goals set out in accordance with the specified plan.

After of service income

• Provide customer care by monitoring and supporting the planning of monthly operating schedules to help reduce customer costs and if there are complaints about the service The team must take corrective action immediately. We also conduct a satisfaction survey from every customer every year. In order to know the problem and bring it to develop the service further

#### Role of Stakeholders



Shareholders: The Company gives equal importance to all shareholders, and taking into account the creation of long-term business value for the benefit of shareholders Emphasis is placed on generating profits from operations and sharing profits in the form of fair dividends, while ensuring investment and increasing the company's credibility, by adhering to operating on the basis of good corporate governance principles

Customers: The Company attaches importance to sustainable business operations and therefore strives to improve its services. as well as respecting strictly complying with the laws and trade ethics not doing anything to take advantage of the service recipient under consumer protection law The company has established a standardized and reliable system for conducting commercial transactions with customers. Pay attention to service before and after

<u>Business partner:</u> The company pays attention to its partners, which are considered as important stakeholders in driving business together. The Company adheres to the Code of Conduct in conducting business with its counterparties or counterparties on the basis of fair trade and transparent and verifiable operations.

<u>Personnel:</u> The Company values the development and promotion of the quality of personnel, as employees are considered the most important resources of the organization. The Board of Directors has established policies and guidelines for human resource management to be an international standard. Provide a systematic process from the recruitment and recruitment process. Human

resource development, employee performance evaluation Promotion, fair remuneration and benefits designation for employees at all levels on the basis of individual KPI performance assessments, as well as providing care for employees in various areas with the aim of promoting healthy, safe work and improving the quality of life of employees.

Society, Community and Environment: The company focuses on operating its business with responsibility for the economy. society and the environment in accordance with relevant rules, regulations and laws by using ethics and morals in business as well as conducting business with transparency, fairness, equality and not taking advantage of society, community, environment and all groups of stakeholders and do nothing contrary or illegal In addition, the company has continually communicated and trained personnel development. To have knowledge and understanding of social responsibility as well as instilling environmental awareness in the same direction

Government agency: The Company is committed to strengthening good relations with the government sector. by conducting business in accordance with relevant laws and official announcements as well as promoting good relations with government agencies by participating in various activities and cooperate in providing information as requested by the authorities

(More details Business Ethics Guide on compliance policy stakeholders)

#### 3.3 Sustainability Management in Environmental Dimensions

#### **Policy**

The Company has established an environmental management policy in accordance with ISO 39001, strictly managing the transportation process and related laws, with a focus on the regulations set out as guidelines to benefit society and the environment of both the public and private sectors. In all activities related to business operations This includes energy and environmental management from affecting or damaging the environment and resources of the community. Details are as follows:

- 1. Operations as required by law by cooperating with all relevant agencies
- 2. Establish a safety agency Occupational Health and Work Environment (CDC) to be responsible for safety Occupational health and environment of employees at all levels according to company policies and rules
- 3. Prepare documents, working procedures and appropriate data boundaries to prevent damage to resources person and environment organize training, meetings and communication for employees at all levels. Understand and have knowledge of safety such as working methods, policies and regulations consistently and continuously
- 4. Communicating with communities and disseminating energy and environmental management policies as well as follow up the management results for those involved to know

#### Guidelines

- The Company has regularly assessed and reviewed the environmental impact reduction related to its business
  operations before any new operating procedures. To find a way to manage the process of controlling the car, such as
  the amount of dust, smell, noise, smoke emissions according to the law
- 2. Training, meeting and communication for employees at all levels to have knowledge understanding and being able to work in the same direction
- 3. Communicating with communities and disseminating energy and environmental management policies as well as follow up the management results for those involved to know

#### **Environmental management**

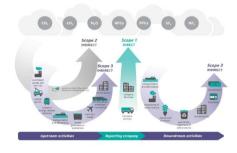
The company continually organizes training to educate employees at all levels on environmental issues, with awareness of energy and environmental management Because the main asset in the business is a large bus, which must release pollution to the environment in addition, waste from the maintenance process such as engine oil. Deteriorated batteries and spare parts, etc., in order to reduce the impact on the environment that may occur. The company therefore operates environmental management as follows:

- 1. Reducing air pollution from engine combustion. The company chooses new engines with efficient combustion and controls engine maintenance according to monthly and yearly maintenance plans.
- 2. The use of standardized fuel to optimize the engine's combustion results in minimal emissions.
- 3. The company has no policy to modify or change engines that do not meet the standards of automotive engineering in order to reduce air pollution.
- 4. The company has a policy to strictly and legally control the inventories from the purchase process to the distribution/destruction/deactivation of the inventories

#### Power Management

The company manages energy efficiently, both electrical and air conditioning systems. In addition, the company started installing solar rooftop at the office building. Company maintenance sheds and parking lots every where

#### Management to reduce greenhouse problems



GHG Scope 1 Company vehicles

The Company places great importance on reducing greenhouse gas emissions. Due to the company's operating activities, there is smoke emission. that cause greenhouse gases Both directly and indirectly, in 2022, the company is in the process of collecting data and studying the management approach for the resulting results. Specify direct and indirect quantities. for targeting Guidelines and strategies for reducing greenhouse gas emissions To disclose information in the year 2023 from the verifier that the company recruits from the picture showing details as follows

- Company buses Owning 516 cars for customer service Data collection according to the amount of fuel such as diesel, LPG, NGV, gasoline, classified by each vehicle type. The unit is liters or kilograms.
- Oil used in executive cars Collecting data from the amount of fuel added in liters
- Oil used in the backup generator (Generator) collecting data from the amount of oil added. in liters
- 4. Refrigerant used to fill in air conditioners in office buildings. Data collection from maintenance receipt quantities in kilogram

#### GHG Scope 2 Electric Current

- The use of electricity in the company's office building Collecting data from the electricity bill every month in Excel, the unit is kWh to calculate by multiplying the Emission factor from the PAO
- Electricity consumption in an EV vehicles Data collection from electricity bills every month in Excel units in kWh comes calculated by multiplying emission factor from BAK

GHG Scope 3 Serve customers

From the results obtained in Scope 1, the company can use the information to be further developed for customers. In applying the report to the Scope 3 section on employee travel. from collecting data from the number of employees of customers who use the service each month

For the year 2022, the Company has collaborated with OR-PTT to implement a project to certify greenhouse gas content from promoting the use of biofuels instead of diesel fuels/ Basic gasoline through an OR Fleet card to share carbon credit benefits arising from the project to promote the use of biofuels instead of diesel fuels/ Basic gasoline in PTT station via OR Fleet Card and for 2023, the Company has commenced participation in the T-Ver project, a voluntary greenhouse gas reduction project in accordance with Thailand's standards. To manage greenhouse gas emissions





# **Environmental performance**

The company is aware of the importance of environmental impact from the service process, which must not cause any impact/destruction/claims to the environment and community resources

# 3.4 Sustainability Management in Social Dimensions

#### Social Policy and Practices

The company has a policy to conduct business with social responsibility. by striving to conduct business in creating corporate values to gather with economic development Society and environment go hand in hand in a sustainable manner in accordance with good corporate governance and SET guidelines. as well as developing the potential of social responsibility practices towards the organization towards sustainability in the future by management between the economy Society and environment in balance

#### Creating Social Shared Value

The Company places importance on efficient and fair human resource management. by developing the necessary knowledge and skills Opportunities for ideas and suggestions based on equity and non-discrimination principles. In addition, support for

participation in the community and all groups of stakeholders. as well as communication Build understanding and cooperation to reduce future conflicts.

#### Social Performance



The Company's public activities, in the travel campaign during the New Year holidays. To express concern for traveling during the New Year holidays with safety and reduce road accidents (more details, Roaming Activities) which received good responses and people who were interested in the activities

#### **Human Rights Respect Policy**

The Company has a policy to adhere to and comply with the Universal Declaration of Human Rights and the United Nations Principles on Business and Human Rights It emphasizes the importance of fair and non-discriminatory labor practices and respect for human rights. Remuneration It also supports employment support for disadvantaged groups such as the disabled, the elderly, and those who have been acquitted, to create opportunities, create jobs and stable incomes, and be part of achieving the Sustainable Development Goals (SDGs) of the country and the world. In addition, to ensure that all employees and personnel feel connected as a family with the organization

# Guidelines

- 1. Providing equal opportunity for directors, executives and all employees to work under rules, regulations, work regulations, announcements, orders and laws.
- 2. Paying attention to every process of employment in accordance with labor laws and regulations Fair and equitable treatment, such as hiring, recruiting, compensation and performing tasks such as assignments. performance appraisal and training
- 3. Treatment of employees and workers with regard to human rights, including employment, fair compensation, employee training, employee development, employee engagement and satisfaction.
- 4. Not doing anything which is a violation, threat, punishment, use of violence does not discriminate or discriminate against any person unlawful
- 5. Provide a good working environment, including systems and safety equipment necessary for hygiene Adequate protection and safety in the workplace
- 6. Promote and support employees at all levels to receive appropriate internal and external training. to increase knowledge

  The ability and potential to work professionally
- 7. Provide channels for employees to request/ complain/ suggestion or contact

(More details General information and Business Ethics Guide on human rights respect policy and fair treatment of employee)

#### Occupational Health and Safety Policy

The Company has an occupational health and safety policy for the environment and community from setting the target to be the rate of lost time injuries to zero It is considered as a measure of the performance of occupational health and safety of employees in the organization, which is an indicator of the company's performance, creating business value for all stakeholders and increasing the competitiveness of the business. as follow

- 1. Respect for human rights of employees at all levels without discrimination on differences in matters fatherland Race, gender, age, skin color, religion, beliefs or culture
- 2. Remuneration to employees fairly Along with the opportunity for ideas, suggestions, training and development of full potential in accordance with the line of work and duty.
- 3. Adherence to corporate governance principles, laws, regulations and related standards
- 4. Providing health care Protection of employees and all groups of stakeholders as well as attaching importance to the integration of resource utilization for maximum benefit
- 5. Creating benefits for the community and society related to the Company's operating processes to understand and accept

## Occupational Health and Safety Performance

The Company has prepared a safety report on monthly operational accident statistics to be presented to management for analysis. For 2023, the Company has no serious accidents as minor accidents



#### Anti-Bribery and Corruption Policy

The company has an absolute anti-bribery and corruption policy. (Zero-Tolerance Policy) and comply with all laws related to anti-bribery and corruption in Thailand. The Company will not engage in bribery and corruption either directly or indirectly. and is committed to implementing an effective system against bribery and corruption

All directors, executives and employees of the Company must not engage in corruption. Giving or accepting bribes from public and private officials, such as individuals of companies with transactions with the company both directly and indirectly to obtain or maintain a business or competitive advantages Anti-Bribery and Corruption Policy in accordance with the Company's Anti-Bribery and Corruption Practice Guidelines. (More details Business Ethics Guide on anti - bribery and corruption policy)

For 2022, the Company intends (in the process of considering participation). In joining the Private Sector Action Coalition Against Corruption In summary, the measures to prevent corruption are as follows:

- Risk Management by directors, executives and employees Must understand business processes and assess potential risks and determine measures to reduce risks to acceptable levels
- Policy making related regulations including determining appropriate internal control measures for key activities that may cause corruption, such as political assistance; charity donation funding giving and receiving gifts Entertainment and other expenses with transparency

Measures to detect corruption: To help detect and report actions in a timely manner as follows:

- Whistleblowing and Complaint Mechanism, The Company establishes independent reliable channels for complaints or whistleblowing. including measures to protect whistleblowers
- Fraud Reporting; The Company requires the Internal Audit Department to report to the Audit Committee on a quarterly basis

(More details report clues or complaints or in the event of violation)

# Measures to respond in case of corruption Supervision and supervision actions to prevent involvement in corruption are as follows:

- The Board of Directors reviews the anti-corruption policy and guidelines annually
- Assessment and review of corruption risks on a regular basis to determine adequate internal control measures and prepare a manual to manage fraud and corruption
- Communication of Anti-Corruption Policy The organization has organized training for acknowledgment and strict compliance. External Communications By requesting cooperation from all groups of stakeholders to prevent and combat corruption
- The Company provides several channels for reporting clues and complaints. There is a system to protect whistleblowers. If violations or fraudulent acts are found, the Internal Audit Department can take appropriate action and report to the Audit Committee at least quarterly

#### Corruption monitoring and evaluation

The company has fully complied with the anti-bribery and corruption policy. Zero-Tolerance Policy in accordance with all laws related to anti-bribery and corruption in Thailand. The Company will not engage in bribery and corruption, both directly and indirectly. There is a risk assessment in related activities or risk of fraud and corruption. and follow up such activities to ensure that

they do not affect the operation of the business And the company must regularly monitor the internal control system. In addition, risk assessment reviews are reviewed at least once a year.

# Disclosure Information

The company discloses its business drive for sustainability in its Sustainability Report for 2022

# 4. Management's Discussion and Analysis (MD&A)

# 4.1 Significant changes in operating results and financial position

# Statement of Financial Position

Transection	YE 2020		YE 2	2021	YE 2	2022	Change	
	MB	Percent	MB	Percent	MB	Percent	MB	Percent
Cash and cash equivalents	39.96	4.87%	56.25	5.10%	20.97	1.78%	(35.28)	(62.72%)
Trade and other receivables	59.97	7.30%	75.57	6.85%	86.21	7.30%	10.64	14.08%
Spare parts and supplies	0.96	0.12%	1.30	0.12%	1.64	0.14%	0.34	26.15%
Current tax assets	3.67	0.45%	4.77	0.43%	6.44	0.55%	1.67	35.01%
Other current assets	7.18	0.87%	8.44	0.76%	9.59	0.81%	1.15	13.63%
Total current assets	111.74	13.61%	146.33	13.26%	124.85	10.57%	(21.48)	(14.68%)
Bank deposits	-	-	-	-	2.00	0.17%	-	-
Transportation vehicles	634.66	77.29%	877.18	79.49%	973.03	82.41%	95.85	10.93%
Land, building and equipment	73.82	8.99%	78.97	7.16%	79.50	6.73%	0.53	0.67%
Other non-current assets	0.96	0.12%	1.06	0.10%	1.30	0.11%	0.24	22.64%
Total non-current assets	709.44	86.39%	957.21	86.74%	1,055.83	89.43%	98.62	10.30%
Total assets	821.18	100.00%	1,103.54	100.00%	1,180.68	100.00%	77.14	6.99%
Bank overdrafts	-	-	14.91	1.35%	43.01	3.64%	28.10	188.46%
Short term loan	-	-	-	-	20.00	1.69%	20.00	-
Trade and other payables	44.98	5.48%	44.20	4.01%	46.52	3.94%	2.32	5.25%
Current portion of long-term loans	7.46	0.91%	13.74	1.25%	10.44	0.88%	(3.30)	(24.02%)
Current portion of lease liabilities	103.08	12.55%	144.97	13.14%	131.22	11.11%	(13.75)	(9.48%)
Other current liabilities	1.76	0.21%	2.71	0.25%	1.17	0.10%	(1.54)	(56.83%)
Total current liabilities	157.28	19.15%	220.53	19.98%	252.36	21.37%	31.82	14.43%
Long-term loans, net of current portion	34.33	4.18%	30.04	2.72%	23.02	1.95%	(7.02)	(23.37%)
Lease liabilities, net of current portion	162.29	19.76%	299.30	27.12%	332.56	28.17%	33.26	11.11%
Deferred tax liabilities	33.95	4.13%	40.93	3.71%	48.19	4.08%	7.26	17.74%
Provision for long-term employee	10.28	1.25%	11.38	1.03%	13.69	1.16%	2.31	20.30%
benefits								
Other non-current liabilities	2.55	0.31%	3.24	0.29%	4.02	0.34%	0.78	24.07%
Total non-current liabilities	243.40	29.64%	384.89	34.88%	421.48	35.70%	36.60	9.51%
Total liabilities	400.68	48.79%	605.42	54.86%	673.84	57.07%	68.42	11.30%
Share capital registered: Ordinary shares 682.31 million shares, per value of 0.25 baht per share	154.33	18.79%	170.58	15.46%	170.58	14.45%	0.00	0.00%

Transection	YE	YE 2020		YE 2021		2022	Change	
	MB	Percent	MB	Percent	MB	Percent	MB	Percent
Issued and fully paid-up	154.33	18.79%	170.58	15.46%	170.58	14.45%	0.00	0.00%
Share premium	180.58	21.99%	228.68	20.72%	228.68	19.37%	0.00	0.00%
RE Appropriated-statutory reserve	12.34	1.50%	14.00	1.27%	15.46	1.31%	1.46	10.43%
RE Unappropriated	73.25	8.92%	84.87	7.69%	92.12	7.80%	7.25	8.54%
Total shareholders' equity	420.50	51.21%	498.12	45.14%	506.84	42.93%	8.72	1.75%
Total liabilities and shareholders' equity	821.18	100.00%	1,103.54	100.00%	1,180.68	100.00%	77.14	6.99%

# Statement of comprehensive income

Transection	YE	2020	YE	2021	YE	2022	Change	
	MB	Percent	MB	Percent	MB	Percent	MB	Percent
Service income	391.09	99.84%	493.80	99.64%	631.89	99.91%	138.09	27.96
Other income	0.64	0.16%	1.79	0.36%	0.56	0.09%	(1.23)	(68.72%)
Total revenues	391.73	100.00%	495.59	100.00%	632.45	100.00%	136.86	27.62%
Cost of services	302.99	77.35%	392.48	79.19%	522.08	82.55%	129.60	33.02%
Administrative expenses	44.98	11.48%	49.18	9.93%	56.23	8.89%	7.05	14.34%
Total expenses	347.97	88.83%	441.66	89.12%	578.31	91.44%	136.65	30.94%
Operation profit	43.76	11.17%	53.93	10.88%	54.14	8.56%	0.21	0.38%
Finance cost	(11.01)	(2.81%)	(13.74)	(2.77%)	(17.70)	(2.80%)	(3.96)	28.82%
Profit before income tax	32.75	8.36%	40.19	8.11%	36.44	5.76%	(3.75)	(9.33%)
Income tax expenses	(4.00)	(1.02%)	(7.07)	(1.43%)	(7.26)	(1.15%)	(0.19)	(2.69%)
Profit for the year	28.75	7.34%	33.12	6.68%	29.18	4.61%	(3.94)	(11.90%)
Other comprehensive income:								
Other comprehensive income not to be	-	-	0.78	0.16%	-	-	(0.78)	(100%)
reclassified to profit or loss in subsequent								
period: Actuarial gain								
Less: income tax effect	-	-	(0.16)	(0.03%)	-	-	(0.16)	(100%)
Total other comprehensive income for the	-	-	0.62	0.13%	-	-	(0.62)	(100%)
year								
Total comprehensive income for the year	28.75	7.34%	33.74	6.81%	29.18	4.61%	(4.56)	(13.52%)
Earnings per share (Baht)								
Basic earnings per share	0.047		0.049		0.043			

# Cash flows from operating activities

Transection	YE 2020	YE 2021	YE 2022	Change	Percent
Profit before tax	32.75	40.19	36.44	(3.75)	(9.33%)
Adjustment to reconcile profit before tax to net cash provided by (paid form)	=	=	-	-	
operating activities:					
Depreciation and amortization	63.96	76.73	91.38	14.65	19.09%
Expected credit losses (reversal)	1.44	(0.15)	(0.05)	0.10	(66.67%)
Loss (Gain) on written-off transportation vehicles and equipment	0.06	0.40	0.06	(0.34)	(85.00%)
Provision for long-term employee benefits	1.82	2.11	2.79	0.68	32.23%
Financial income	(0.04)	(0.05)	(0.02)	0.03	(52.00%)
Financial expenses	11.01	13.74	17.70	3.96	28.82%
Profit from operating activities before changes in operating assets and liabilities	111.00	132.97	148.30	15.33	11.53%
change in operating assets and liabilities					
Trade and other receivables	(3.52)	(15.45)	(10.59)	4.86	(31.46%)
Spare parts and supplies	(0.17)	(0.34)	(0.34)	0.00	0.00%
Other current assets	8.16	(1.40)	(0.04)	1.36	(97.14%)
Other non-current assets	0.33	(0.43)	(0.75)	(0.32)	74.42%
Trade and other payables	(6.64)	10.29	2.39	(7.90)	(76.77%)
Other current liabilities	(0.57)	0.94	(1.54)	(2.48)	(263.83%)
Other non-current liabilities	0.30	0.68	0.79	0.11	16.18%
Cashflows flows form operating activities	108.89	127.26	138.22	10.96	8.61%
Cash paid for long-term employee benefits	(0.16)	(0.22)	(0.48)	(0.26)	118.18%
Cash received from interest income	0.04	0.05	0.02	(0.03)	(60.00%)
Cash received form refundable withholding tax	4.07	3.76	3.67	(0.09)	(2.39%)
Cash paid for income tax	(3.87)	(4.98)	(6.44)	(1.46)	29.32%
Net cash flows from operating activities	108.97	125.87	134.99	9.12	7.24%
Decrease in restricted	0.84	-	(2.00)	(2.00)	-
Cash paid to settle payables from purchase of fixed assets	(0.18)	(11.93)	(0.87)	11.06	(92.71%)
Acquisition of transportation vehicles, building and equipment	(19.82)	(15.81)	(6.04)	9.77	(61.80%)
Net cash flows used in investing activities	(19.16)	(27.74)	(8.91)	18.83	(67.88%)
Increase (decrease) in bank overdrafts	(11.97)	14.91	28.10	13.19	(88.46%)
Cash received from short-term loan	-	-	20.00	20.00	-
Cash received from long-term loans	23.42	9.45	-	(9.45)	(100.00%)
Repayment of long-term loans	(3.63)	(7.46)	(10.32)	(2.86)	38.34%
Payment of principal portion of lease liabilities	(75.17)	(128.77)	(161.02)	(32.25)	25.04%
Cash paid for interest expenses	(11.06)	(13.86)	(17.70)	(3.84)	27.71%
Proceeds from increase in share capital	-	64.35	-	(64.35)	(100%)
Dividend paid	(12.35)	(20.46)	(20.42)	0.04	(0.20%)
Net cash flows used in financing activities	(90.76)	(81.84)	(161.36)	(79.52)	97.17%
Net increase (decrease) in cash and cash equivalents	(0.95)	16.29	(35.28)	(51.57)	(316.60%)
Cash and cash equivalents at beginning of year	40.91	39.96	56.25	16.29	40.77%
Cash and cash equivalents at end of year	39.96	56.25	20.97	(35.28)	(62.73%)

Transection	YE 2020	YE 2021	YE 2022	Change	Percent
Supplemental cash flows information					
Non-cash items					
Increase of assets from lease agreements	103.46	307.97	180.53		
Payable of acquisition of equipment	11.93	0.87	0.76		

# Independent Auditor's Report

For the year 2022, the auditor gave an opinion on the Company's financial statements from EY Office Limited as follows

Report and financial	31 December 2021	31 December 2022
statements		
Opinion	I have audited the financial statements of	I have audited the financial statements of
	financial position as at 31 December 2021,	financial position as at 31 December 2021,
	statement of comprehensive income, changes in	statement of comprehensive income, changes
	shareholders' equity and cash flows for the then	in shareholders' equity and cash flows for the
	ended, and notes to the financial statements,	then ended, and notes to the financial
	including a summary of significant accounting	statements, including a summary of significant
	policies	accounting policies
Type of auditor's report	Unconditional report	Unconditional report
Basis for Opinion	Auditor independent, I believe that the audit	Auditor independent, I believe that the audit
	evidence I have obtained is sufficient and	evidence I have obtained is sufficient and
	appropriate to provide a basis for my opinion.	appropriate to provide a basis for my opinion.
Key Audit Matters	I do not provide a separate opinion on these	I do not provide a separate opinion on these
	matters	matters
	- Residual values of transportation vehicles	- Residual values of transportation vehicles
	- Recognition of service income	Recognition of service income
Other Information	Management is responsible for the other	Management is responsible for the other
	information. The other information comprise the	information. The other information comprise the
	information included in annual report of the	information included in annual report of the
	Company.	Company.
	I am required to report that fact. I have nothing to	I am required to report that fact. I have nothing
	report in this regard.	to report in this regard.
Annual report	Responsibilities related to the audit of financial	Responsibilities related to the audit of financial
	statements are reading and considering other	statements are reading and considering other
	information that is not contrary to material facts.	information that is not contrary to material facts.
	If it is later found that there is other information	If it is later found that there is other information

Report and financial	31 December 2021	31 December 2022				
statements						
	that materially contradicts the facts will correct	that materially contradicts the facts will correct				
	them to be appropriately.	them to be appropriately.				
Certified Public	Mr. Supachai Panyawattano CPA No 3930	MR. Preecha Arunnawa CPA Registration No 5800				
Accountant Registration	Mr. Natthawut Santipet CPA No 5730	MS. Sirirat Sricharepsub CPA Registration No 5419				
No.	Ms. Krongkaew Limpkittikul CPA No 5874	MS. Watu Kayankrannawin CPA Registration No 5423				

#### Discussion and analysis of operating results and financial position

2022 is the year of building stability in business operations by adopting technology development strategies to elevate the competition service, area expansion, the introduction of electric buses to start service. This is consistent with the Company's sustainable business operations under corporate governance that places importance on social responsibility business environment and Sustainable Development.

As for the year 2022, it was the year of recovery from the COVID-19 epidemic, resulting in the industry returning to normal. However, the industry as a whole is still affected by economic conditions, inflation situation from increasing interest rates. As a result, business operations are more cautious. In addition, electric train currents affect customer demand. The company therefore adjusts the new bus investment strategy plan to renovate the existing passenger bus to renew the new contract instead.

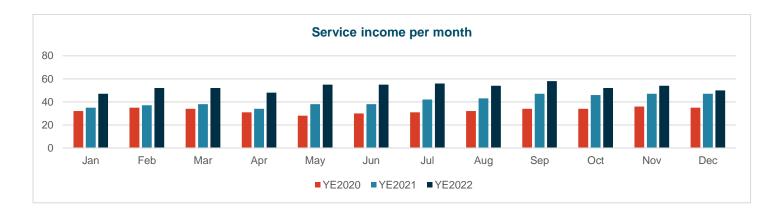
As a result, the service cost increased significantly by 11.41 million baht and the average diesel price increased throughout the year. (Average oil price for 2022 is 34 baht per liter and 2021 is 23 baht per liter)

# Important information for 2022

- The Company has started serving 9 new *clients by investing in 104* new vehicles, most of which are diesel-powered vans as electric vans are not yet available.
- Expand service areas in industrial factories in the central region of the country such as Ayutthaya, Saraburi and Bangkok.
- Started *implement* electric minibuses to *clients*.
- Announcement of dividend payment from the 2022 operating results in cash at the rate of 0.03 baht per share, totaling 20.47 million baht, or a dividend payout ratio of 73.84%, subject to approval from the 2023 Annual General Meeting of Shareholders.

Item	20	2020		21	20	22	Change	
	MB.	%	MB.	%	MB.	%	MB.	%
Service income	391.09	99.84%	493.80	99.64%	631.89	99.91%	138.09	27.96%
Service cost	302.99	77.35%	392.48	79.19%	522.08	82.55%	129.60	33.02%
Gross profit	88.10	22.53%	101.32	20.52%	109.81	17.38%	8.49	8.38%
Other income	0.64	0.16%	1.79	0.36%	0.56	(0.09%)	(1.23)	(68.72)%
Administrative expenses	44.98	11.48%	49.18	9.93%	56.23	8.89%	7.05	14.34%
Financial cost	(11.01)	(2.81%)	(13.74)	(2.77%)	(17.70)	(2.80%)	(3.96)	28.82%
Income tax expense	(4.00)	(1.02%)	(7.07)	(1.43%)	(7.26)	(1.15%)	(0.19)	2.69%
Profit for the year	28.75	7.34%	33.12	6.68%	29.18	4.61%	(3.94)	(11.90%)
Gross Profit Margin	22.53%		20.52%		17.38%			
Net Profit Margin	7.34%		6.68%		4.61%			

1. <u>Service income</u> from the Company's vehicles and affiliated vehicles are consisted as follows, Commuter Service for factories's employee, non-regular route public transport., Providing tourism services, car rental service and Management of electric car rental services.



The Company has service income from 2020 to 2022 in the amount of 391.09 million baht, 493.80 million baht and 631.89 million baht, respectively, which can grow continuously over the past three years. The Company can continually expand its existing client base and new clients.

In December 2022, service income decreased, mainly due to the decrease in service provision due to the less workday and New Year's holidays. In addition, some clients did not renewed the service contract after the service contract was dued.

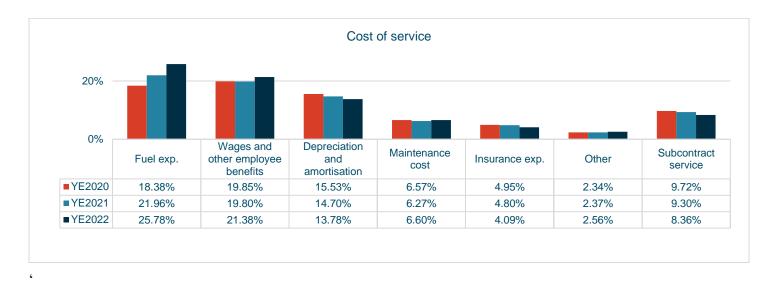
2. Other income consists of interest received from bank deposits, earnings from GPS management for affiliated vehicles, retirement fund for employee resignation, sales of assets and sales of deteriorated parts, etc. For the year 2022, other income of 0.64 million baht came from the sale of deteriorated parts

#### Gross Profit and Gross Profit Margin



The Company has gross profit and gross profit margin for the year 2020 to 2022 in the amount of 88.10 million baht or 20.53%, the amount of 101.32 million baht or 20.52% and the amount of 109.81 million baht or 17.38% respectively, the gross profit was decreased if compare to the previous year was caused by a decrease in service income and an increase in service costs of 129.60 million baht or 33.02%, details as follows

- Fuel cost in 2022 amounted to 163.06 million baht, representing 25.81% of revenue, an increase from 2021 in the amount of 54.23 million baht.
- Driver wages in 2022 amounted to 135.19 million baht, representing 21.39% of income, an increase from 2021 in the amount of 37.04 million baht.
- Maintenance costs in the year 2022 in the amount of 41.77 million baht, representing 6.61% of the revenue, with bus improvement costs in the amount of 11.41 million baht in 2022, an increase from 2021 in the amount of 11.94 million baht.
- Other expenses such as insurance premiums depreciation etc., with a ratio similar to that of 2021.



#### Administrative expenses

ITEM	YE2020	%	YE2021	%	YE2022	%	Increase(decrease)	%
Selling expenses	15.47	3.95%	17.94	3.62%	23.48	3.71%	5.54	30.88%
Administrative expenses	28.07	7.17%	31.39	6.33%	32.80	5.19%	1.41	4.30%
Total	43.54	11.11%	49.33	9.95%	56.28	8.90%	6.95	14.09%

#### Consists of

- Administrative expenses consist of salary and other benefits such as allowances, overtime pay, travel expenses, compensation for employee Benefits, directors' expenses, audit fees and other expenses.
- 2. Selling expenses consist of salary, wages and other benefits such as bonuses, overtime pay, travel expenses, social security, compensation fund. and compensation for the benefits of marketing and operations departments and advertising and sales promotion expenses.

Service expenses for the year 2020 to 2022 amounted to 43.54 million baht, 49.33 million baht and 56.28 million baht, increasing according to the service expansion of the Company from salary expenses, wages and other benefits of employees from the increase in manpower

#### **Financial Cost**

Consist of interests on bank overdrafts, interests on bank loans, interest under leases such as hire-purchase and lease contracts (TFRS16); parking space rentals and photocopier rentals, etc .

Item	YE2020	YE2021	YE2022
Finance costs (million baht)	11.01	13.74	17.70
New buses (cars)	39	169	104

This is mainly due to lease interest based on the amount of new bus investments. Although the interest rate situation has increased, the effective rate received by the Company has not exceeded three percent, and during the year 57 contracts have been paid due in installments.

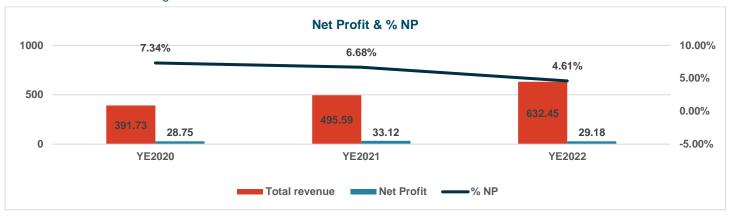
# Income tax expense

Income tax expenses consist of corporate income tax (Por Ngor Dor 50) and deferred income tax such as provision for employee benefits, tax loss accounting and tax effects, etc.

<u>Item</u>	YE2020	%	YE2021	%	YE2023	%	increase(decrease)	%
Corporate income tax	0.20	0.05%	6.83	1.38%	-	-	(6.83)	-
Deferred income tax	3.80	0.97%	0.24	0.05%	7.26	1.15%	7.02	96.69%
Total	4.00	1.02%	7.07	1.43%	7.26	1.15%	0.19	2.69%

For the year 2022, the Company had income tax expenses of 7.26 million baht, consisting of deferred income tax of 7.26 million baht, an increase of 0.19 million baht or 2.69% compared to the previous year with income tax expenses of 7.07 million baht, mainly from accounting and tax impacts in accordance with the form of financial lease agreements and increased residual costs from the investment in 104 new vehicles

# Net Profit and Net Profit Margin



The Company net profit margin for 2020 to 2022 was 7.34%, 6.81% and 4.61%, respectively. Decrease compared to the previous year This was primarily

#### Statement of financial position



Service vehicle Information such the number of vehicles are 692, consisting of 271 buses, 44 minibuses, 296 vans and VIP vans, 2 electric vans, 5 electric minibuses, 2 pick-up trucks, and 72 affilitiated service with details on the status of the Company's buses as follows



Note: In 2021, there are 50 buses that have been depreciated for 10 years.

# Significant changes are as follows

Items	YE2020	%	YE2021	%	YE2023	%	Change	%
Cash and cash equivalents	39.96	4.87%	56.25	5.10%	20.97	1.78%	(35.28)	(62.72%)
Transport vehicle	634.66	77.29%	877.16	79.49%	973.03	81.41%	95.85	10.93%
Land, buildings and equipment	73.82	8.99%	78.97	7.16%	79.50	6.73%	0.53	0.67%
Total assets	821.18	100.00%	1,103.54	100.00%	1,180.68	100.00%	77.14	6.99%
Liabilities under the lease	265.37	32.32%	444.27	40.26%	463.78	39.28%	19.51	1.63%
Total Liabilities	400.68	48.79%	605.42	54.86%	673.84	57.07%	68.42	11.30%
Total Equity	420.50	51.21%	498.12	45.14%	506.84	42.93%	8.72	1.75%

Total assets amounted to 1,180.68 million baht, an increase of 77.14 million baht or 6.99% due to the investment in 104 new buses with a total value of 178.80 million baht through the whole amount of lease contracts resulting in increased liabilities. In addition, during the period of repayment of long-term loans in the amount of 10.32 million baht and payment of installments in the amount of 159.84 million baht and shareholders' equity increased by 8.72 million baht or 1.75% from profits for the year in the amount of 29.18 million baht and payment Dividend for the year 2021 in the amount of 20.42 million baht (at the rate of 0.03 baht per share).



# 5. General Information and Other Important Information

The Company has disclosed the necessary company information to ensure equal access to the information of all investors who should be aware or should be informed. (More details General Information)



#### 6. Corporate Governance

The Company has policies and guidelines for good corporate governance principles for listed companies in 2017 (CG Code) and code of conduct set out in writing to reflect that all of its entities are implemented in accordance with at least the policies and practices set out by the Board of Directors in the following areas:

#### 6.1 Overview of Corporate Governance Policies and Practices

The Board of Directors' meeting has set a policy on corporate governance in accordance with the guidelines of the Stock Exchange of Thailand. In order for the board of directors, executives and all employees of the organization to adhere to it as a guideline to promote the Company Efficient in business be transparent and can check The Board of Directors is committed to the management based on corporate governance principles. Good Practices for Directors of Listed Companies, Rules, Regulations, and Guidelines of the Stock Exchange of Thailand and the Securities and Exchange Commission with a determination to develop to enhance the corporate governance of the Company towards international best practices which creates confidence for shareholders, investors and all related parties and is committed to supervising the administration to ensure efficient work The essence of corporate governance is divided into 5 categories as follows: (More details Business Ethics Guide On good corporate governance policy) as follows:

#### Section 1: Right of Shareholders

The Company values support care the rights of all shareholders equally, whether it is a major shareholder individual shareholder institutional investors or foreign shareholders and maintain the highest interests. The rights of such shareholders cover basic rights such as trading in securities held, share in the profits of the business obtaining sufficient information and information of the Company Attending the meeting to vote at the shareholders' meeting to appoint or remove directors, appoint an auditor and matters that affect the Company, such as the allocation of dividends Determination or amendment of regulations and memorandum of association and capital reduction or capital increase, etc., in addition to the aforementioned basic rights, the Company requires various actions. To promote and facilitate the exercise of shareholders' rights. Such as location, travel, proxy documents. Supporting documents for attendance, as well as promoting the exercise of the registration process rights. Proxy Documents Open opportunities in advance to express opinions, suggestions and questions before the meeting date and on the day of the meeting. After the meeting, the Company will immediately publish the resolutions of the minutes of the meeting.

For 2022, the Company did not find any incidents of deprivation. Complaints or barriers to allow shareholders to inquire or communicate with the Company, and no action that violates rights or deprives rights to shareholders, and the Company has clearly disclosed its shareholding structure, ensuring that there are no cross-shareholdings or pyramid shareholdings. (More details shareholders)

Before quarterly financial statements and annual financial statements one month in advance before publishing. The company, secretary will deliver documents on the use of inside information to the directors. executives and employees regarding the prevention of the use of insider information Including the prohibition of trading the company's securities. and review information to prevent the use of internal information within the company annually (more details Business Ethics Manual Regarding the securities trading policy of directors and executives and internal information management policy that affects securities prices and the policy to prevent the use of insider information of the Company)

The Company annually discloses plans and performance regarding the prevention of conflicts of interest. Through the meeting of the Risk Management Committee The framework works as follows

Risk management plan	Propose
Consider reviewing policies, guidelines/manuals on corporate risk management	Board of Directors meeting
Review the charter of the Risk Management Committee on a regular basis	approves
Consider the annual performance report according to the corporate risk management	
framework	
Consider the summary report on the performance of the Risk Management Committee for	
the year 2023	
Consider the framework of the 2023 corporate risk service plan	

The Company holds annual meetings to communicate to executives about the conflict of interest prevention policy (more details Business Ethics Manual on the policy to prevent conflicts of interest)

Year 2023 The company has amended the articles of association of the company. According to the Public Limited Companies Act (No. 4) B.E. 2565 announced in the Government Gazette to add text in the third paragraph of Section 6 of the Public Limited Companies Act. to support the changes and development of technology and create alternatives for public companies to contact shareholders By using technology to deliver documents and proxy to be more convenient and faster (more details Article 28, 27,37,38 of the Company's Articles of Association)

#### Section 2: The Equitable Treatment of Shareholders

The Company has guidelines for treating shareholders in every transaction and has equal voting rights equal to one share per one vote. The company has been strictly focused on the meeting process since Before the start date of the meeting, the date of the meeting and after the meeting in accordance with the relevant rules of the law. SET and secession and measures to prevent the use of internal information for personal exploitation or misinformation of other persons, defined in the lettering in the Business Ethics Guide on Securities trading policy of directors and executives, which is a code of conduct for the whole organization.

For the year 2022, the directors and executives of the company have no any disputes, in regards to securities trading by using inside information. (More details Business Ethics Guide on securities trading policy of directors and executives and policy for preventing of insider information of the company.)

The Company places great importance on employment by providing equal opportunities without discrimination covering people with disabilities and disadvantaged groups. For 2022, 1 person with disabilities is hired and the Fund for the Promotion and Development of Life for People with Disabilities is paid every year

The Company operates under corporate governance to provide social responsibility. The focus is on green procurement, operational processes, maintenance, and the process of selling old and destroyed parts (more details, Clause 3.1, Sustainability Management Policy and Goals). For 2022, there are no whistleblowers or complaints about the environment and the community

#### Section 3 The Role of Stakeholders in Corporate Governance

The Company attaches importance to the supervision of all groups of stakeholders such as customers, employees, trading partners, shareholders or investors, creditors and communities. In accordance with good governance and fairly relevant legal regulations, as well as prioritizing responsibility for stakeholders to communicate, advise, complain. Provide information or comments to the Board of Directors, independent directors or audit committee members. (More information corporate governance milestones) To eliminate conflicts and build good relationships with each other. In addition, proper compensation for damage or loss and support for public interest activities to develop the community. Society and sustainable environment.

#### Section 4 Disclosure and Transparency

The Board of Directors attaches great importance to the disclosure of information Both financial and non-financial information is accurate, complete, timely and transparent by disclosing through various channels with easy access to information; equal and reliable, according to the channels prescribed by strictly comply with the relevant criteria of the SET and the financial transaction standards for disclosure, do not misrepresent and undergo proper consideration of the information. This does not affect the decisions of all shareholders and affects the price of securities. In addition, disclosure of other information contained in the Business Ethics Manual through channels such as the Company's website. SET and SEC (More details Business Ethics Guide on policy on information disclosure) as follows;

#### 1. Company's communication and disclosure channel

#### 1.1 Disclosure through system SET Link of The Stock Exchange of Thailand and ATP30's Website

The company discloses information in accordance with the rules and regulations of the SET. Strictly complete, accurate and timely in Thai and English formats Details are as follows:

- Important items according to the laws and required record rules include financial statements. Important events affecting securities prices and investment decisions, such as acquisition/disposition Capital increase, capital reduction and payment/ no dividend payment.
- Invalid list or data There are discrepancies that affect prices, such as rumors or news from third parties.

  Misrepresentations based on facts and inaccurate analysis
- Transection and information that do not immediately affect the price, including estimates of annual financial statements. Revenue estimation more than 6 months Direction Industry Trends and Quantitative Figures
- Items and information that affects prices include performance, commentary on the company's securities price guidance, and unclear or uncertain information that should be disclosed and explained.

For 2022, the Company has released news and reports in accordance with the disclosure criteria in full and on time. There are no incidents of corrective or error. From relevant regulators such as set of stock exchanges, the SEC and the Revenue Department.

#### 1.2 Investor Relation

The Board of Directors establishes ethics and best practices for investor relations by having an investor relation team consisting of senior executives, executives and secretaries. Representing companies in communication, providing information reports and public relations activities such as: Media Events analyst Investors or shareholders and public relations such as Opportunity day and Forum of the SET, as well as organizing annual visits to the Company to build good relationships and inform the results of the business and information, as well as getting to know the management better. (More details Business Ethics Guide on ethics and code of conduct for investor relations)

For the year 2022, the Company received the 2nd time of the Outstanding Investor Relation Awards for the second year at the SET Awards 2022 event. In the companies listed on the MAI stock market, the market capitalization does not exceed 1,500 million baht, which is considered an award that shows the quality of investor relations in the past operations. To create momentum for the company to increase its operational potential in the future

In January 2022, the Company gave an opportunity to the Banana Investment page on Facebook application to visit, led by Prof. Prapat Boonchuen and Prof. Pakorn Monsiriruangdet and investors



#### Past Public Relations Activities

Events	Number of times
Opportunity Days activities by SET	1 Times
Summary of company snapshots on a quarterly basis according to mai company snapshot project by mai.	4 Times
Press Release on Business Movements Performance and news footage of the company's activities through	Regularly
the media.	
The Company holds its annual general meeting of shareholders to welcome shareholders in inquiries on	1 Times
issues related to past and future business.	
Live interviews on online page, TV programs, radio programs and various online media.	Regularly

#### 1.3 Company Secretary

The Board of Directors requires the Secretary to perform the performance of the charter in accordance with the duties and responsibilities in accordance with the legal framework. Principles of Corporate Governance with Caution and Integrity (More details Business Ethics Guide on company secretary charter)

According to the resolutions of the Board of Directors' meeting, the Company appointed to Mrs. Sukarnda Puttharaksar has been company secretary since August 3, 2016. (More details Attachments 1)

#### 1.4 Whistleblowing or complaints or in case of being violated

The company has established a channel for reporting clues or complaints or in the case of rights violation including suggestions for various opinions via the channels provided by the Company via email and telephone as follows;

- Electronic Mail: Channels of the Board of Directors and the Audit Committee at www.lnfo@atp30.com or registration letter.
- Registration Letter channel: Audit Committee: ATP 30 Public Company Limited 9/30 Moo. 9,Bangnang Panthong Chonburi 20160 Telephone No. 038-468-788
- Important cases such as whistleblowing Complaints, ignorance of rights. Reports of fraud, illegal activity or business ethics of senior executives Direct contact at the Board of Directors
- In case of doubts regarding good corporate governance and anti-corruption policies, please contact the Risk

  Management Committee. The Corporate Governance Committee of the Company or the Company Secretary, through
  the scrutiny of the clues from the Audit Committee, which is independent.

#### Compliant Process: the process as follows;

- Employees or stakeholders provide whistleblowing, complaints or suggesting opinions through the specified channels, which information is considered confidential the Company has measures to protect whistleblowers, complaints or in the event of right violations, with clear contact information.
- 2. Internal Audit Department: Receive complaints and proceed with the consideration of complaints according to "Complaint Management Guide", divided into three categories as follows;
  - Corruption
  - Violating non-compliance with the laws / regulations / company regulations
  - About violations of the Company's ethics/ethics, policies, guidelines for preventing and preventing corruption.
- 3. Action Steps: Check the basic facts find more reliable information on the complaint. In the event that an actual offense is found, it shall be considered according to the level of the level of the fault in each category as; Employee ranking by the Human Resources / Legal Department. Executives level by a Director or Audit Committee, Director Level by the Board of Directors or to appoint a fact-checking committee as appropriate according to the hierarchy.
- 4. Follow-up evaluation: By considering the complaints committee, the resolution of the matter or solution has been established. The complaint shall be returned within 7 business days after the settlement, with the internal audit

department preparing a summary of the report presented to the Audit Committee and the Board of Directors on a quarterly basis. However, this is The Company has been monitoring reports of whistleblowing or complaints through designated channels.

In 2022, the Company found no disputes regarding important matters or milestones such as infringement, corruption, legal wrongdoing and the business ethics of directors. Executives & Employees.

#### 2. Related transactions and conflicts of interest

Board of Directors has established a policy on the prevention of conflicts of interest based on the principle make decisions in the best interests of the Company and all shareholders by disclosing all items of directors. Executives, employees, and connected parties who cause interest conflicts, including the determination of important item approval authority and policies in accordance with good corporate governance. Applicable law or supervision authority with transparency and fairness.

In addition, the emphasis is placed on the trading transactions of directors. administrator Futures contracts, auditors, planners and planning executives according to the meters 59 of the SEC's Securities and Exchange Act B.E. 2535 (1992), in accordance with the principle trading policies of the Company and its executives in the matter. Prohibition of Insider Trading Blackout Period Securities holding report and Penalties in case of violation Directors and executives must report every change in the main trading of Trump at least 1 day prior to trading the securities and notify the SEC within 3 business days. (More details Business Ethics Guide on related transaction policy, policy or trend of future related party transactions and conflict of interest prevention policy)

#### Section 5: Board Responsibilities

The Board of Directors has strictly adhered to the established charter. The organization of the Board of Directors, qualifications of the Board of Directors, duties of the Board of Directors, Appointment of directors and the term of office. Board Meeting compensation Assessment of their performance, including ethics and best practices for directors to stakeholder groups such as companies, shareholders, employees, stakeholders, under the Public Act and related laws. It also sets out the following key policies: Policy and Practices Relating to Shareholders and Stakeholders (More details Business Ethics Guide on compliance policy stakeholders)

# Customer policy

The Company realizes the importance of creating customer satisfaction for the success of the company's business. Therefore, it is determined to respond to the needs of customers with greater efficiency and effectiveness by defining policies and practices as follows:

- 1. Deliver quality service Meets or exceeds customer expectations at a reasonable price.
- 2. Provide accurate information sufficient and timely to customers to know about the service without exaggeration which causes the customer to misunderstand about the quality, quantity or any condition of that service.
- To comply with the terms and conditions of the contract strictly with customers In the event that any conditions and contracts cannot be complied with, the customer must be informed immediately to jointly consider a solution to the problem.
- 4. Persons responsible for all departments communicate with customers politely effective and be trusted by customers.

- 5. The company provides channels. Systems and processes in which customers complain about service quality, service safety, and how quickly they respond or take the ultimate action to provide customers with a quick response. As well as informing the customer of the results of the operation.
- 6. Maintain customer confidentiality and not to use it for the benefit of oneself or those involved in wrongful ways.
- 7. Give advice about the Company's services to be effective It is in the best interests of customers.

For the year 2022, there was no dispute about lawsuits from clients, most of them were satisfied with the company's operations.

### Policy on treatment trading partners and/or creditors

The Company has a policy to treat business partners and/or creditors regularly and fairly taking into account the maximum benefit of the company and is based on fair returns including avoiding situations that cause conflicts of interest including complying with the contractual obligations provide truthful information accurate report, negotiating solutions and finding solutions based on business relationships with the following guidelines:

- 1. Partners are selected fairly through consideration processes such as reputation, experience, expertise, quality and price, and proper comparison of quality and price with other partners or creditors prior to admission to the supplier list.
- 2. Not demanding or not accepting or paying any benefits dishonest in trading with trading partners and/or creditors.
- 3. In case of any information that is involved in calling or receiving or payment of any benefits in which dishonest acts occur, details must be disclosed to business partners and/or creditors and jointly solve problems fair and quick.
- 4. Comply with the terms and conditions of the contract strictly agreed In the event that any conditions and contracts cannot be complied with, the trade partner must be promptly notified and/or creditors notified in advance to jointly consider a solution to the problem.

For the year 2022, the Company has no dispute of default in payment, breach of contract or non-compliance with conditions with counterparties, creditors, banks or financial institutions. The Company management performance of the capital structure is suitable for business operations, and there is also a source of funding that is sufficient growth.

#### Competitor treatment policy

The Company has a policy to treat competitors in accordance with international principles, under the framework of the law on the principles of trade competition Not infringing on the confidentiality or knowing the trade secrets of competitors by fraudulent means. There are guidelines, as follows:

- Behave within the framework of good competition rules.
- · Do not seek confidential information of competitors by dishonest means. or inappropriate
- Do not damage the reputation of competitors by making malicious accusation

### Policy Society General Public and Environment

The Company is committed to conducting business with responsibility for the economy. By adhering to professional business practices in accordance with good corporate governance principles. Transparency, fairness and business ethics take into account the creation of value added to shareholders and all stakeholders in the mutual benefit. (More details Business Ethics Guide on environmental policy)

### Policy for non-infringement of intellectual property or copyright

The company has a policy of non-infringement of intellectual property and copyright. With guidelines for dealing with such matters the use of computers and information technology is in accordance with the "Network Usage Regulations. And the Computer Crimes Act BE 2550 (2007). Ensuring accuracy, for example, the use of computer programs must be verified and properly licensed programs. Act in compliance with intellectual property and copyright laws, such as trademark laws. Patent law copyright law, other relevant laws and promote the training and knowledge of employees, any work or information that is the right of a third party that has been obtained or that will be used for the company must be reviewed to ensure that it does not infringe the intellectual property of others.

#### 6.2 Business Ethics

The Company has established a written business ethics for directors. All executives and employees understand the ethical standards the Company has adopted in its business operations. Encourage the implementation and serious monitoring of such code of conduct revealed on the Company's website. (More details Business Ethics Guide)

# 6.3 Major changes and developments in the policy Guidelines and systems of corporate governance in the past year Corporate Governance Survey of Listed Companies (CGR)

CGR is a survey project to monitor and measure the development of corporate governance or corporate governance of Thai listed companies, which is operated by The Institute of Directors Association (TAHI INSTITUTE OF DIRECTORS: IOD) with the support of the Stock Exchange of Thailand and the Office of the SEC since 2001 to the present.

ATP 30 PCL. was certified for good corporate governance (or corporate governance) for the assessment results of corporate governance reporting (CGR). In summary, the overall assessment results for the year 2022 are at a good level. This reflects efficient, transparent, verifiable management of the company and taking into account all groups of stakeholders. The image showing the results of the CGR evaluation of the company in the past is as follows:

Items	Average Listed Company	ATP30	
Shareholders' rights	96%	98%	
Equitable Treatment of Shareholders	93%	89%	YE2019 YE2020 YE2021 YE2022 82% 88% 89% 89%
Consider into account the role of stakeholders	85%	89%	
Disclosure and Transparency	88%	92%	

Items	Average Listed	ATP30	8888
Company		<u>landral landral landral landral landral</u>	
Board Responsibilities	79%	84%	

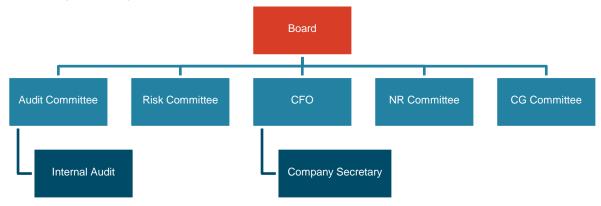
In 2022, there are issues that the Company has not yet implemented and have appropriate replacement measures as follows:

Articles that have not yet been implemented	reason
1. The Company should prepare a social	Prepare a Sustainability Report
responsibility report.	
2. The Chairman of the Board of Directors should be	Chairman of the Board of Director, Director, CEO are separate. There is
an independent director.	a tussle, and the duties and responsibilities of the board of directors and
	executives are clearly separated. Does not participate in routine
	management able to balance power between corporate governance
	and administration.

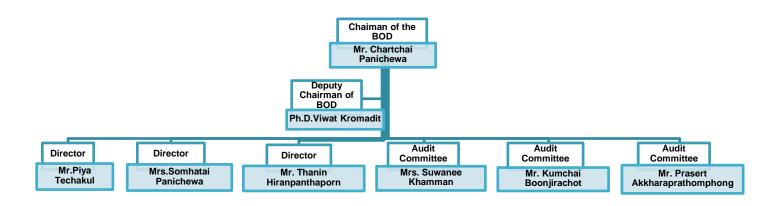
# 7. Governance Structure and Key Data on the Board of Directors, Specific Committees, Management

### 7.1 Corporate Governance Structure

# Organization management diagram



### 7.2 Information about the Board of Directors



Name	Position	Authorized signatory on behalf of	Board of Directors
		the company	Meeting
1. Mr. Chartchai Panichewa	Chairman of the Board of Directors/	dictator	5/5
	Executive Committee/		
	Nomination and Remuneration Committee		
2. Ph.D. Viwat Krommadit	Deputy Chairman of the Board of Directors/	dictator	5/5
	Executive Committee/ Business Consultant		
3. Mr. Piya Techakul	Director/ Chairman of Executive Committee	dictator	5/5
	(CEO)/		
	Managing Director (MD)/		
	Risk Management Committee/		
	Corporate Governance Committee		
4. Mrs. Somhatai Panichewa	Director	-	5/5
5. Mr. Thanin Hiranpanthaporn	Director/ Risk Management Committee/	-	5/5
	Corporate Governance Committee		

Name	Position	Authorized signatory on behalf of	Board of Directors
		the company	Meeting
6. Mrs. Suwanee Khamman	Independent Director/	-	5/5
	Chairman of Audit Committee		
7. Mr. Kumchai Boonjirachot	Independent Director/ Audit Committee/	-	5/5
	Chairman of Nomination and Remuneration		
	Committee		
8. Mr. Prasert	Independent Director / Audit Committee/	-	5/5
Akkharaprathomphong	Nomination and Remuneration Committee/		
	Chairman of Risk Management Committee/		
	Chairman of Corporate Governance Committee		

### Remark:

- No. 5 According to the Board of Directors' Meeting No. 1/2023 held on February 21, 2023, Mr. Tanin Hiranpanthaporn resigned due to otherobligations and unable to properly allocate time for the Company and resolution to appoint Mr. Suchit Panwongphaiboon occupy all positions Effective from February 21, 2023, is a representative from Toyota Tsusho Thai Holdings Co., Ltd.
- Mrs. Sukranda Puttaraksar maintains as secretary to the Board of Directors
- The Board of Directors of five non-executives accounted for 62.50%.
- The Board of Directors consists of 3 independent directors with 37.50%.
- 2021, no directors or senior executives were found. Have been an employee or partner of an external auditing company that the company uses.
- In 2021, there were executive directors who served as directors at other listed companies outside the business group: Mr. Chartchai Panichewa
- In 2021, there are non-executive directors with experience in business related to the Company, namely Mrs. Somhathai Panichewa.
- In 2021, the Company has no history of misconduct in SEC and SET regulations.
- In 2021, no non-serving directors resigned due to corporate governance issues or related to failure to monitor the board of directors.

  According to the company's regulations, two thirds of directors must certify and sign. With affixing the Company's seal

# Summary of authority of the company (parts) is as follows;

No.	Approval	Person with authorization to proceed				eed
			(	(*)		
		BOD.	Ex.Com.	MD	AMD	MG
1.	Investment ***					
	1.1. Investment in a new company / joint venture	Α	Р			
	1.2. Investments in shares across different companies					
	- Value not over THB. 1,000,000		Α			
	- Value in excess of THB. 1,000,000	Α				
	1.3. Transferring shares for re-structure of organize between group companies	Α	Р			
	1.4. Dissolution of a new company / other company / joint venture		Р			
	1.5. Purchase of land / buildings					
	- Value not over THB. 10,000,000		Α			
	- Value in excess of THB. 10,000,000	Α	Р			
	1.6. Purchase of a vehicle for business			Α		
2.	Budget					
	Budget preparation					
	2.1. Annual or Mid-year	Α				

No.	Approval	Perso	on with autho	orizatio	n to prod	eed
				(*)		
		BOD.	Ex.Com.	MD	AMD	MG
	2.2. Additional during the year					
	- Value not over THB. 10,000,000 per item or project		Α			
	- Value in excess of THB. 10,000,000 per item or project	Α				
	2.3. Internal transfer of investment budgets		Α			
	2.4. Cancellation of some investment budgets					
	- Value not over THB. 10,000,000 per item or project			Α		
	- Value in excess of THB. 10,000,000 per item or project		Α			
	2.5. Canceling all investment budgets (project)		Α			
	Budgeting					
	2.6. Annual or Mid-year	А				
	2.7. Modify / add budget during the year		Α			
3.	The request for the budget, investment expenditures and the budget was carried out according to					
	the annual budget.					
	3.1. Value not over THB. 5,000,000			Α		
	3.2. Value in excess THB. 5,000,000		А			

#### Remark:

- \* The authorized persons are as follows; BOD. = Board of directors, Ex.Com. = Executive Committee, MD. = Managing Director, Asst. MD = Assistant Managing Director, MG = Manager and Senior Manager
- \*\* Operating power consists of P = Past, S = Sign, A = Approve
- \*\*\* Subject to the annual investment budget approved by the Board of Directors

(For more information, refer to the business code of conduct)

### The Board of Directors structures

The Company realizes the importance of determining the composition of the Board of Directors by determining the diversity in the structure of the Board of Directors (Board Diversity) is an important factor in building a balance of thought, quality of work, the efficiency in decision-making of the Board of Directors which is beneficial to the Company's is also included

### Composition of the Board of Directors

- 1. The Company's board of directors must consist of not less than seven directors and not less than half of the total number of directors must reside in the Kingdom of Thailand.
- 2. The Board of Directors consists of executive directors. Non-Executive Director and independent director having at least one third of independent directors and not less than three people are qualifications of independent directors are as specified by the Stock Exchange of Thailand.
- 3. The Board of Directors elects one director from non-executive directors to be the chairman of the Board.
- 4. The Board of Directors selects a person to act as secretary of the Board of Directors, which can be a director or not.

### Qualifications of the Board of Directors

- Directors must be qualified and not qualified, and must not have characteristics that indicate a lack of appropriateness to be trusted in the management of the business under the Public Act B.E. 2535 and the announcement of the Securities and Exchange Commission.
- 2. Have knowledge, ability, skills and work experience that benefit the company's business and can devote the full amount of time to fulfilling responsibilities. There is no limit to gender, race, religion, age and other specific abilities.
- 3. Have leadership and control the operation effectively and effectively.

# Duties and responsibilities of the Board of Directors

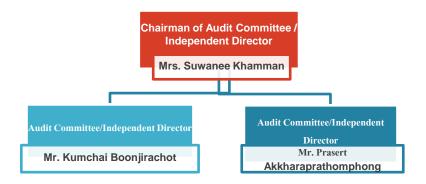
- 1. Perform duties responsibly caution honesty and be careful to protect the interests of the Company and in accordance with the law, objectives and regulations of the Company as well as shareholders' resolutions.
- 2. It is responsible for setting the vision. By directing and supervising management to effectively and effectively implement established policies to maximize economic value for shareholders and sustainable growth.
- 3. Be responsible to shareholders on a regular basis Operate in the interests of shareholders, disclosure of material information to investors is accurate and complete, standardized and transparent.
- 4. Have knowledge, ability and experience that will benefit the business are interested in the Company's business that he is truly a director.
- 5. Evaluate the performance and consider the remuneration of directors, and senior management as presented by the Nomination and Remuneration Committee to present to shareholders for approval.
- 6. Responsible for the performance and performance of the management's duties with the intention and caution in the operation.
- 7. Supervise clear and measurable business goals. To guide the operation, considering the feasibility and reasonableness.
- 8. Supervise the business operation and act ethically.
- 9. Supervise the management to have an appropriate and efficient risk management system.
- 10. Consider making decisions on important matters such as policies and business plans for large investment projects. The authority to manage the acquisition or disposition of assets and any other items required by law.
- 11. Determine the authority and level of approval in transactions, and various operations related to the work of the Company to the group or person as appropriate and in accordance with the relevant requirements by preparing a manual on the power of action and require a review in line with strategy and business goals including changing circumstances.
- 12. Provide reliable accounting, financial reporting and auditing systems as well as to ensure that there is a process for evaluating the suitability of internal control.
- 13. To approve the proposal to appoint an auditor and consider the annual audit fee to present to the shareholders for consideration and approval of the appointment.
- 14. Report on the responsibility of the Board of Directors to prepare financial reports in conjunction with the auditor's report in the annual report and cover important matters in accordance with the Policy of Best Practices for Directors of listed companies of the Stock Exchange of Thailand.
- 15. Supervise the performance of various sub-committees, to be in accordance with the prescribed charter.
- 16. The Board shall self-assess its performance and assess its overall performance.

The election of the Company's directors shall be made by the shareholders' meeting, provided that it shall be done in accordance with the following rules:

- 1. A shareholder has a vote equal to one share per vote
- 2. In the election of directors, voting may be used to elect each director individually. One person or several people at a time, as the meeting of shareholders deems appropriate. But in each vote Shareholders must vote with the available votes. Therefore, the shareholders cannot divide their votes in the election of directors for any person under section 70 paragraph one of the Public Company Act (NON-CUMULATIVE voting only)
- 3. In voting for the election of directors, a majority of votes must be used. If there are equal vote, the chairman of the meeting shall have the casting vote.
- 4. The Board of Directors shall hold office for a term of three years. Directors retiring under this article, may be re-elected to assume office. In addition to the expiration of the agenda The director vacates office when Dead/Resign/Lack of qualifications or having prohibited characteristics under the law governing public companies / The meeting resolved to leave or The court has issued an order.
- 5. Any director resigns from his position, may also submit his resignation letter to the Registrar for acknowledgment.
- 6. Director of the company who will hold the position of director of other companies Must be approved by the Board of Directors.

### 7.3 Information about Sub Committee

### **Audit Committees**



#### Remark:

- Mrs. Suwanee Khamman is an Audit Committee with sufficient knowledge, experience, and able to be responsible for reviewing the reliability of financial statements, and Ms. Sukarnda Puttaraksar as a secretary of the Audit Committee.
- Mrs. Sukranda Puttaraksar is secretary of the Audit Committee

The Board of Directors realizes the importance of the good corporate governance system and therefore considers the appointment of the Audit Committee. It consists of independent committees responsible for auditing the Company's business operations. Review the effectiveness of internal controls to ensure that the operations of the various departments to be efficient Legitimate comply with good practice regulations business administration is carried out appropriately, efficiently and with maximum efficiency. The Audit Committee is also responsible for reviewing the Company's financial reports. Work with the auditors to ensure

that the Company's financial reports reliable, complete, and accurate disclosure of information. It complies with relevant standards and requirements to build confidence and credibility for investors and stakeholders that there has been a careful examination and supervision of the business, fair and transparent, And the business is conducted in accordance with the principles. Good Corporate Governance. The Board of Directors therefore deems it appropriate to define the charter of the Audit Committee as follows:

### Audit Committee of the Company must contain the following components:

- 1. The Audit Committee consists of not less than three independent directors.
- 2. The Audit Committee has appropriate skills and expertise for the assigned tasks, at least one member of the Audit Committee must have knowledge, understanding or experience in accounting or finance.
- 3. The Board of Directors of the Company shall elect and appoint one of the Audit Committee members to be the Chairman of the Audit Committee.
- 4. Requires the Audit Committee to appoint the Secretary of the Audit Committee, this may be the head of the internal audit department or a person who the Audit Committee deems appropriate

### Duties and responsibilities of the Audit Committee

- 1. Review financial reports to ensure they are accurate and reliable, including adequate disclosure of information by coordinating with external auditors and executives responsible for preparing quarterly and annual financial reports.
- 2. Review the Company's internal control system and internal audit to be appropriate and effective, and consider the independence of the internal audit supervisor or internal audit agency, as well as to approve the appointment, migration, termination and determination of responsibility regarding the internal audit. And may suggest any review or review of items deemed necessary and important, allow the internal audit supervisor or internal audit agency to report directly to the Audit Committee and implement recommendations on the improvement and revision of the important and necessary internal control system. Propose to the Board of Directors.
- 3. Review the company's policies, rules, regulations and other laws relating to the Company's business. Requirements and compliance with securities and exchange laws.
- 4. To consider selection and propose to appoint an independent person to act as an auditor including considering and proposing the remuneration of the Company's auditors to the Board of Directors including attending the meeting with the auditor without the management attending the meeting at least once a year.
- 5. Review the Company's internal audit plan according to generally accepted methods and standards.
- 6. Consider connected transactions or transactions that may have conflicts of interest to comply with the laws and regulations of the Stock Exchange of Thailand as well as the disclosure of the Company's information in such matters to be accurate and complete in order to ensure that such transactions are reasonable and for the best benefit of the Company.
- 7. Review an appropriate and efficient risk management system for the Company.
- 8. Report the performance of the Audit Committee to the Board of Directors at least four times a year.
- 9. Prepare the Audit Committee's report to be disclosed in the Company's annual report. The report must be signed by the Chairman of the Audit Committee and must contain at least the following information:
  - An opinion on the accuracy, completeness and reliability of the Company's financial reports.
  - Opinions on the sufficiency of the Company's internal control system.

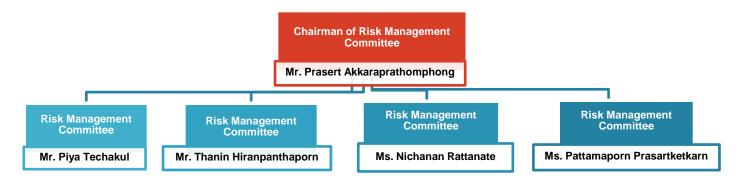
- Comments on compliance with securities and stock exchange laws stock exchange requirements or laws related to the company's business.
- Opinions on the connected transaction or items that may have conflicts of interest.
- Number of Audit Committee Meetings and attendance of each Audit Committee.
- Overall opinions or observations received by the Audit Committee in the performance of its duties in accordance with the Charter.
- Other items that shareholders and general investors should be aware of within the scope of duties and responsibilities assigned by the Board of Directors.
- Performing duties within the scope of duties the Audit Committee has the power to invite the management, executives or employees of the Company to related to comment. Attend meetings or submit documents deemed relevant or necessary.
- Authorized to hire a consultant or outsiders according to the Company's regulations to give opinions or give advice.
- The Audit Committee shall assess its performance through self-assessment and report the results of the assessment together with problems, obstacles in the performance that may cause the performance to fail to achieve the objectives of the establishment of the Audit Committee to the Board of Directors by yearly.
- Consider reviewing and updating the Audit Committee Charter.
- Perform other tasks as assigned by the Board of Directors within the scope of duties and responsibilities of the Audit Committee.

### Appointment of the Audit Committee tenure

The Audit Committee operates within the scope of duties and responsibilities in accordance with the orders of the Board of Directors by the Board of Directors

### The terms of office of the Audit Committee are as follows:

- The Audit Committee shall hold office for a term of three years and the Audit Committee who vacates office upon the expiration of the term may be reappointed. In addition to the termination of the position according to the above-mentioned terms the Audit Committee member vacates office upon <u>Dead/Resign/Lack of qualifications or having prohibited</u> <u>characteristics under the law governing public companies</u>
- 2. Any member of the Audit Committee who wishes to resign from the position must submit a resignation letter to the Chairman of the Board. This should be notified in writing at least one month in advance with reasons and approved by the Board of Directors. The Company will notify the resignation together with a copy of the resignation letter to the Stock Exchange of Thailand. In the event that the Audit Committee vacates office for the whole group the Audit Committee who has vacated office shall remain in office for further proceedings until the new Audit Committee takes office.
- 3. In the case of the Audit Committee position becomes vacant for reasons other than the expiration of the term, the Committee shall the Company appoints a person with full qualifications to be an audit committee member within ninety days in order for the audit committee to reach the required number of committees as specified by the Board of Directors. The person who replaces the member of the Audit Committee can only hold the position for the remaining term of the Audit Committee member whom he/she replaces.



#### Remark:

- According to the Board of Directors' Meeting No. 1/2023 held on February 21, 2023, approved the appointment of Mr. Sujit Panvongpaiboon as a member of the Risk Management Committee with effect from February 21, 2023 onwards
- Ms. Pattamaporn Prasartketkarn Acts as Secretary to the Risk Management Committee

The Board of Directors realizes the importance of controlling the Company's management to comply with the policy, therefore, consider appointing the Risk Management Committee with the authority and duties as follows:

### Composition of the Risk Management Committee

- The Risk Management Committee will be appointed by the Board of Directors. The committee consists of people who
  understand the business and have direct experience in business at least three persons and must be at least an independent
  director.
- 2. The Risk Management Committee consists of directors appointed by the Board of Directors.
- 3. The Chairman of the Risk Management Committee must not be the same person as the Chairman of the Board of Directors.
- 4. Requires the Risk Management Committee to appoint a Secretary of the Risk Management Committee. This may be the head of the business support department. or the person the Risk Management Committee deems appropriate

### Qualifications of the Risk Management Committee

- 1. To have knowledge and understanding of the risks of the entity.
- 2. The Risk Management Committee is able to devote sufficient time to work as a Risk Management Committee member to achieve the objectives.

### Duties and Responsibilities of the Risk Management Committee

- 1. Formulate and review policies Organize Risk Management Framework.
- 2. Supervise and support the implementation of corporate risk management in line with strategy and business goals including changing circumstances.
- 3. Consider reporting the results of corporate risk management and comment on the risks that may arise including guidelines for determining control or mitigation measures and continuous improvement of the organization's risk management system to be effective.

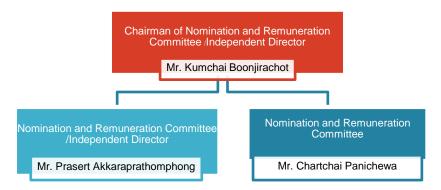
- 4. Report the results of corporate risk management to the Board for acknowledgment and in the event that there are important factors or events which may affect the company significantly and must be report to the Board of Directors for acknowledgment and consideration as soon as possible.
- 5. Meeting of the Risk Management Committee at least twice a year.
- 6. Perform any other duties as assigned by the Board of Directors.

# Appointment of the Risk Management Committee and Tenure

- The Risk Management Committee operates within the scope of duties and responsibilities as instructed by the Board of Directors. The Board of Directors is responsible for the Company's operations directly to shareholders, stakeholders and guests.
- 2. The Risk Management Committee shall hold office for a term of three years and according to the term of office as a director, which, upon vacating office upon the expiration of the term, may be reappointed In addition to the termination of office by the above-mentioned terms, the Risk Management Committee retiring when <a href="Dead/Resign/Lack of qualifications or having">Dead/Resign/Lack of qualifications or having</a> prohibited characteristics under the law governing public companies

In the event that the Risk Management Committee position is vacant due to reasons other than retirement by rotation, the Board of Directors shall appoint a person with full qualifications to be a Risk Management Committee member so that the Risk Management Committee has the required number in these regulations. The person elected to be the Risk Management Committee member will remain in the position for only the remaining term of the Risk Management Committee member he replaces

#### Nomination and Remuneration Committee



#### Remark:

- The Nomination and Remuneration Committee consists of at least 3 directors and executives, with more than half of the total number of directors must be independent directors or 67 percent.
- Mrs. Sukanda Puttaraksar is the secretary of the Nomination and Remuneration Committee

The Board of Directors realizes the importance of controlling the Company's management. To comply with the policy, therefore, consider appointing the Nomination and Remuneration Committee to be responsible for considering the criteria and the process of nominating qualified persons to hold positions of directors and top executives of the organization. To select the persons according to the nomination process that has been determined and consider the criteria for paying compensation and the form of remuneration

for directors and top executives of the organization. To propose an opinion to the Board of Directors for consideration before proposing it to the shareholders for approval

### Composition of the Nomination and Remuneration Committee

- 1. The Nomination and Remuneration Committee consists of at least three directors and executives, of which more than half of the total number of directors must be independent directors.
- 2. The Nomination and Remuneration Committee is appointed by the Board of Directors.
- 3. Independent Director, holding the position of Chairman of the Nomination and Remuneration Committee

### Qualifications of the Nomination and Remuneration Committee

- 1. Qualified and not qualified under the law governing public limited companies and other relevant laws.
- 2. Members of the Nomination and Remuneration Committee who are independent directors must Being independent in accordance with the principles of good corporate governance.
- 3. A person who has the ability and useful experience in performing duties as a member of the Nomination and Remuneration Committee and able devote enough time to perform duties

### Duties and responsibilities of the Nomination and Remuneration Committee

### 1. Recruitment Operations

- Select and nominate a qualified person to act as a director of the Company or directors in various sub-committees including in the event that the position of the Company's director is vacant by using the definition and qualifications of the director as a criterion In considering and giving opinions to the Board of Directors, which will be presented to the shareholders' meeting to appoint the directors.
- Consider the suitability of the number, structure and composition of the Board of Directors. Taking into account the qualifications of the Board of Directors that must consist of persons with appropriate knowledge and experience in various fields to be presented to the Board of Directors.
- Consider the nomination, selection and nomination of suitable persons for the position. Retired directors and/or vacant positions and/or additional appointed.
- Planning and executing the recruitment of successors senior management\* and senior executive vice-presidents\*\* with appropriate qualifications, knowledge, abilities and expertise. including having sufficient leadership skills
- To perform any other tasks related to recruiting as assigned by the Board of Directors.
- Evaluate the performance of the top management of the Company to propose to the Board of Directors' meeting for acknowledgment and approval.

### 2. Compensation

- Establish criteria and policies for determining the remuneration of the Board of Directors and sub-directors and regularly reviewing the appropriateness of the criteria used in the current remuneration review. In order to comply with the Company's goals, as well as to take into account the interests of all stakeholders and present them to the Board of Directors for consideration.
- Determine necessary and appropriate remuneration, both monetary and non-monetary, of the Board of Directors individually. By determining the remuneration of the Board of Directors, consider the appropriateness of the duties and responsibilities. Responsibilities, performance, and comparison with companies in similar businesses and expected

benefits from directors to propose to the Board of Directors for consideration and to propose to the shareholders' meeting for approval. taking into account three factors as follows:

- Practices that companies in the same industry use to pay compensation
- Operating results and business size of the company
- Responsibilities, knowledge, abilities and experiences of directors
- Consider payment of compensation or other benefits. of the Board of Directors and senior management \* and senior executive vice-presidents \*\* as appropriate
- Disclosure policies regarding compensation and disclosure of compensation in various forms including the preparation of compensation reports and the opinion of the Nomination Committee according to the regulations of the stock exchange of Thailand in the annual report.
- Prepare Corporate Governance Report/ Performance of the Board of Directors Nomination and Remuneration to the Board of Directors which is disclosed in the Company's annual report and signed by the chairman Nomination and Remuneration.
- Perform any other tasks related to the determination of remuneration as assigned by the Board of Directors by the management and various departments must report or present relevant information and documents to the Nomination and Remuneration Committee to support the performance of the Nomination and Remuneration Committee to achieve its assigned duties.

#### Remark:

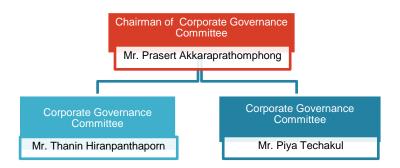
- \*Top management means the position of Managing Director.
- \*\* Senior Executive Vice President means Deputy Managing Director, Director of Operations and Director of Accounting and Finance

# Appointment of directors Nomination and Remuneration and term of office

The Nomination and Remuneration Committee shall hold office for a term of three years and according to the term of office as a director, which upon vacating office upon the expiration of the term, may be reappointed In addition to the termination of office by the above-mentioned terms, the Nomination and Remuneration Committee retiring when <a href="Dead/Resign/Lack of qualifications or having prohibited characteristics under the law governing public companies">Dead/Resign/Lack of qualifications or having prohibited characteristics under the law governing public companies</a>

In the event that the position of the Nomination and Remuneration Committee is vacant for reasons other than retirement by rotation, the Board of Directors shall appoint a qualified person to be a member of the Nomination and Remuneration Committee, in order for the Nomination and Remuneration Committee to complete the amount as prescribed in these regulations. The person elected to be the Nomination and Remuneration Committee shall remain in office for the remaining term of the Nomination and Remuneration Committee he replaces

#### Corporate Governance Committee



#### Remark:

- According to the Board of Directors' Meeting No. 5/2021 on Nov. 11, 2021 Resolution to approve the appointment of the Corporate Governance Committee
- Mrs. Sukanda Puttaraksar is the secretary of the Corporate Governance Committee
- According to the Board of Directors' Meeting No. 1/2023 held on February 21, 2023, approved the appointment of Mr. Sujit Panvongpaiboon as a member of the Corporate Governance Committee with effect from February 21, 2023 onwards

The Board of Directors has established corporate governance and anti-corruption policies to ensure that the Company's business operations are transparent, fair to all stakeholders and represent social responsibility, to build public confidence, as well as to enable the Company to manage the organization's growth and value sustainably, the Board of Directors has resolved to appoint the Corporate Governance Committee, as well as to establish the Charter of the Corporate Governance Committee. To be able to perform the duties assigned by the Board of Directors effectively and in accordance with international standards

### Components of the Corporate Governance Committee

- 1. Corporate Governance Committee Consists of at least three people directors and executives.
- 2. The Corporate Governance Committee is appointed by the Board of Directors.
- 3. Independent Director Chairman of the Corporate Governance Committee

#### Qualifications of the Corporate Governance Committee

- 1. Qualified and not qualified under the law governing public limited companies and other relevant laws.
- 2. Members of the Corporate Governance Committee who are independent directors must being independent according to the principles of good corporate governance.
- 3. A person who has the ability and useful experience in performing duties as a member of the Corporate Governance Committee and able to devote enough time to perform duties

### Duties and responsibilities of the Corporate Governance Committee

- 1. Prepare corporate governance policy, business ethics, and code of conduct of Anti-Corruption Policy Sustainability Policy in accordance with the law and regulations of government agencies and organizations that govern the Company, such as the Stock Exchange of Thailand. The Office of the Securities and Exchange Commission is ready to present to the Board of Directors for consideration and approval.
- 2. Determine policies and guidelines for conducting business with social and environmental responsibility and sustainable development planning.

- 3. Propose guidelines on corporate governance practices related to anti-corruption and sustainability management to the Board of Directors along with giving advice as well as make recommendations to the Board of Directors on matters related to corporate governance and practices. related to anti-corruption and sustainability management.
- 4. Supervise the operation of the executives in accordance with the corporate governance policy, anti-corruption policy, sustainability policy. Including reviewing and evaluating compliance with corporate governance policy and sustainability policy with directors and management and give suggestions on the implementation of the policy.
- 5. Review the Corporate Governance Policy Business ethics and work practices anti-corruption policy, sustainability policy and relevant practices to be continually up-to-date at least once a year. With reference to international guidelines, laws and regulations of government agencies and corporate governance bodies such as: Stock Exchange of Thailand Office of the Securities and Exchange Commission and to propose to the Board of Directors for consideration and approval of improvements.
  - With reference to international guidelines, laws and regulations of government agencies and corporate governance bodies such as: Stock Exchange of Thailand Office of the Securities and Exchange Commission and to propose to the Board of Directors for consideration and approval of improvements.
- 6. Coordinate with sub-committees and various working groups in considering matters related to corporate governance, anticorruption, Social and Environmental Responsibility and sustainability management and give advice.
- 7. Promote the Company such communication to directors, executives, employees at all levels and related parties. Realize and understand the policies and practices of corporate governance. Business Ethics and Code of Conduct Work on anti-corruption policy Sustainability policies and related practices are sufficient and continuous.
- 8. Comply with the anti-corruption policy as well as practices related to anti-corruption.

Approve the sustainability report before public disclosure.

- 10. Perform any other acts as the Board of Directors deems appropriate and assign
- 11. Establish a security policy for the organization's information system (IT Security) and regularly disclose the results of monitoring operations
- 12. Review the Charter of the Corporate Governance Committee such as composition, qualifications, duties and responsibilities.

  Appointment and term of office, meeting, evaluation at least once a year and reporting sustainability to the Board of Director Summary of duties and 2 main responsibilities as follows:
  - 1. Supervise all parties involved to comply with the Company's good corporate governance policy
  - 2. Supervise, promote, support and monitor the implementation of the company's environmental policy or ESG is a concept about the sustainable development of the organization, which ESG gives importance to doing business. which takes into account the 3 main responsibilities which are
    - Environment is a criterion that takes into account the responsibility of the company, against the siege
    - Social (Social) is a criterion used to measure whether a company Relationships are managed and communicated with employees, partners, customers and other stakeholders
    - Governance is a principle used to measure the management of governance relationship services. for efficient and transparent management Verifiable and taking into account the stakeholders

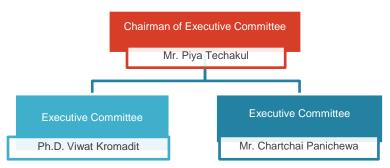
- 13. Review the corporate governance policy. Business ethics and work practices Policy against corruption Sustainability policies and related practices are continually updated. At least once a year
- 14. Sustainability reports are important mechanisms for organizations to communicate the performance of an entity taking account of its economic responsibilities. society and environment Including social responsibility activities of the company and stakeholders in the business chain in communicating to the public for acknowledgment and building competitiveness

# Appointment of the Corporate Governance Committee and Term of Office

The Corporate Governance Committee has a term of office of three years and according to the term of office as a director. who, upon retirement from office upon the expiration of the term, may be reappointed as necessary and appropriate In addition to the termination of the position according to the above-mentioned terms Member of the Corporate Governance Committee retiring when <a href="Dead/Resign/Lack of qualifications or having prohibited characteristics under the law governing public companies">Dead/Resign/Lack of qualifications or having prohibited characteristics under the law governing public companies</a>

In the event that the position of Corporate Governance Committee is vacant due to reasons other than retirement by rotation, the Board of Directors shall appoint a person with full qualifications to be a member of the Corporate Governance Committee, in order for the Corporate Governance Committee to complete the number as specified in these regulations. The person elected to be a member of the Corporate Governance Committee shall remain in the position for the remainder of the term of the Corporate Governance Committee he replaced

#### **Executive Committee**



The Board of Directors realizes the importance of controlling the Company's management. In accordance with the policy, it was considered to appoint the Executive Committee with the following powers and duties

### The composition of the Executive Committee

- 1. Appointed by the Board of Directors
- 2. Three directors are executives and employees in management level together as the Executive Committee.
- 3. The Board of Directors will elect one Executive Director to be the Executive Chairman.
- 4. The Executive Chairman may be the same person as the senior management or managing director.
- 5. High-level executives or managing directors hold the positions of secretary to the Executive Committee.

### **Executive Board Qualifications**

- 1. Being a director or executive of the Company.
- 2. Have knowledge, ability, skills and work experience that benefit the company's business and can devote the full amount of time to fulfilling responsibilities. There is no limit to gender, race, religion, age and other specific abilities.
- 3. Being a person with knowledge, ability and experience that is beneficial to the Company's business, honesty, integrity, and ethical business conduct and able to devote enough time to perform duties.

### Duties and responsibilities of the Executive Committee

- 1. Set goals, policies, business plans, and business strategies, and the Company's annual budget including business expansion financial, planning Human Resources Management Policy as well as consider and screen the management's proposals for submission to the Board of Directors for approval.
- 2. The meeting of the Executive Committee must be attended by not less than half of the Executive Committee members. As for the resolution of the Executive Committee, the majority of votes must be obtained from the meeting and such votes counted at least half of the votes of the entire Executive Committee.
- 3. Consider improving the business plan accordingly for the benefit of the Company.
- 4. Consider various contracts which is binding on the Company according to the authority in the manual.
- 5. Responsible for having sufficient important information of the Company for decision-making by the Board of Directors and shareholders, including preparing reliable financial reports. It meets good standards and is transparent.
- 6. Consider the Company's profits and losses and propose interim dividends and/or annual dividend to the Board of Directors
- 7. Consider implement a new business or selecting and expanding a business to propose to the Board of Directors.
- 8. Consider and scrutinize all types of work that must be presented to the Board of Directors' meeting. Unless the work is under the authority, responsibility and/or the authority of other sub-committees of the Company to be considered and screened for submission to the Board of Directors directly.
- 9. Take any action in support of the above. or according to the opinion of the Board of Directors or as authorized by the Board of Directors.
- 10. Proposing to the Executive Committee Meeting on any matter which has been resolved and/or approved by the Executive Committee meeting and report to the Board of Directors in the next Board of Directors meeting.

However, the Executive Committee is unable to approve the transactions in which it or persons who may have conflicts of interest or may have conflicts of interest. Other Conflicts of Interest with the Company

### Appointment of Executive Directors and term of office

- 1. The Executive Committee is appointed by the Board of Directors. The term of office is three years, with the term of office being according to the terms of the directorship which, upon vacating office upon the expiration of the term, may be reappointed. In addition to the termination of office by the above-mentioned terms, the Risk Management Committee retiring when Dead/Resign/Lack of qualifications or having prohibited characteristics under the law governing public companies
- 2. Any executive director who wishes to resign from the position must submit a resignation letter to the Company. The resignation shall be effective from the date the resignation letter reaches the Company.
- 3. In the event that an executive director's position is vacant for reasons other than retirement by rotation, the Board of Directors shall appoint a person who has all the qualifications to be an Executive Director so that the Executive Committee has a full number as prescribed in these Articles of Association. The person elected to be the Executive Director shall remain in office for the remaining term of the Executive Committee member he replaces.

### 7.4 Executives Management Teams

### The structure of the Executive consists of the following components

- 1. There are eight executives consisting of a Managing Director and seven executives as appropriate.
- 2. Managing Director Select and appoint from the Nomination and Compensation Committee According to the appropriate qualifications.

### Scope of Authority, Duties of the Managing Director and Responsibilities as follows:

- 1. To control of business operations Strategic planning for operations and daily management of the Company.
- 2. To decide on important matters of the company Set missions, objectives, guidelines, policies of the company. including control of management in various fields.
- 3. Has the authority to command, contact, give orders, as well as to sign any contract, document, order, notice as set forth in the Operator's Manual
- 4. Have the power to hire, appoint, migrate, dismiss or dismiss persons as they deem appropriate, as well as determine the scope of authority, duties and returns as defined in the Operating Power Manual.
- 5. Has the power to set trade terms for the benefit of the Company.
- 6. To consider investing in a new business. or business termination to present to the Executive Committee and/or director of the Company.
- 7. To perform any act as assigned by the Executive Committee and/or the Company's Directors.

The aforementioned delegation of powers, duties and responsibilities of the Managing Director shall not include powers and/or sub-authorizations in approving any items that he or his/her sub-assignee. or persons who may have conflicts (as defined in the Notification of the Capital Market Supervisory Board) having interests or interests in any other manner contrary to the Company which is an approval of such transaction must be proposed to the Board of Directors' meeting and/or the shareholders' meeting (as the case may be) to consider such items according to the Company's regulations or the relevant laws.

### Scope of authorities and duties of the Chairman of the Board

- 1. Responsible as the leader of the Board of Directors, to monitor, to supervise, to manage and to perform the duties as the Board of Directors to achieve the objectives as planned. The company policies and business goals are defined effectively for the company.
- 2. Chair the Board of Directors' meetings and shareholders' meetings, as well as control the meeting in accordance with the established regulations and agendas.
- 3. Good relations with all committees, the board and the management.

# The separation of duties between the Board of Directors and Management

The Company clearly defines the management structure, division of authority and responsibilities between the Board of Directors and the Chairman of the Executive Committee, as well as requiring the person who holds the chairman's position not to be the same person as the Chairman of the Executive Committee, where the non-executive director is not involved in the management. There is no relationship with the administration. To prevent any executive from having unlimited powers. It is possible to review the

balance of management and not interfere with the management's operations unless involved in determining issues that significantly affect the company's business plan.

The Chairman of the Executive Committee must be appointed by the Board of Directors, which may be a non-executive third party. This is to get the most qualified persons to take over as leaders of the organization towards stable and sustainable growth.

The Board of Directors sets policies and goals as a whole, supervises and monitors the performance of senior management at the organizational level with the Chairman of the Executive Committee. While the Chairman of the Executive Committee is responsible for management within the framework of authority assigned by the Board of Directors and performs the actions assigned to achieve the goals. The Board of Directors monitors its performance on a quarterly basis. Management reports performance compared to annual plans and goals. With a statement explaining the reasons for failure to meet the goals and solutions.

#### Executives

As of 31 December 2022, The Company has a management structure, which has disclosed information in accordance with the first four corporate governance structure diagrams, namely the company's executives, according to the board announcement. SEC On defining the definition in the notice regarding the issuance and offering of securities

### 1. List and Position of Executives

Name	Position
1. Mr. Piya Techakul	Chief Executive Officer (CEO), Managing Director (MD), Chief Financial Officer (CFO)
2. Ms. Nichanan Rattanakate	Deputy Managing Director
3. Ms. Mrs. Sukarnda Puttaraksar	Company secretary
4. Ms. Chotiga Weerasilp	Financial Controller
5. Mr. Atimet Chatwarechot	Senior Operation Manager
6. Ms. Kulwarin Pathompichayasit	Operation Manager
7. Ms. Pattamaporn Prasartketkarn	Quality Assurance Manager and safety
8. Ms. Oonin Inchareansook	Accounting Manager (Promoted 1/05/2022)
9. Mr. NIwat Laokaseamsub	IT Manager (Initiated 1/8/2022)
10. Mr. Nathawut Piya-arrayanan	Operation Manager (Initiated, 3/10/2022)
11. Ms. Suchanan Tarach	Safety Manager (Initiated 1/12/2022)
12. Mr. Pisanu Hemtayan	Maintenance Manager (Initiated 1/12/2022)
13. Ms. Racgtikal Sangthong	HR & Admin. Manager (Initiated 13/02/2023)

#### Remark:

- In the year 2022, has not found any executives were employees or partners of external auditing firms that service for the Company.

# 2. Executive Remuneration Policy and Total Executive Remuneration

Compensation	Detail
Monetary Compensation	In the year 2022, the Company has paid compensation consisting of salary and bonus totaling 14.66
	million baht.
Others Compensation	Provident Fund for Executives, the Company has contributed at the rate of 3% of the salary (from the
	year 2022: increased the ratio of 4% of the salary).

### 7.5 Information about the employee.

### Total number of company employees

The Company has a total of 770 employees. In 2022, the Company paid salary, wages, and other benefits amounting to 179.59 million baht (year 2022 amounting to 136.28 million baht and year 2021 amounting to 111.76 million baht). Welfare details include bonuses, overtime pay, allowances. driver travel expenses social security provident fund compensation for employee benefits and travel expenses.

The Company supports contributions to the provident fund according to the Provident Fund Act B.E. 2530 by contributing at the rate of 4% of salary on a monthly basis. Provident Fund K Master Pool Fund manages the fund and benefits amount Employee details are as follows:



### Employee Compensation and Welfare Policy

The company has a policy to pay compensation to employees, taking into account the suitability Fairness based on knowledge, ability and performance of each employee and in line with the average of the same industry Including compensation for both short-term and long-term employees must be suitable for business expansion, and growth of the company In addition, the company has a fund management for all employees at a rate of 4%, with the company paying another 4% contributions (in 2021, the rate has been adjusted to 3%), which must comply with the conditions that the company has informed everyone to be considered a fund, collect for employees (can see more Business Ethics Manual Regarding the employee welfare compensation policy and notes to the financial statements, item 22). The company also organizes activities to create motivation for work and activities that benefit society, such as follows:



Drier promotion activities Safe driving, reduce accidents





# Faculty of AEC. ATP30

Participate in making merit and dedicate merit to road accident victims for the year 2022 and pay homage to Thao Rungrueng, Thao Ruayruay at Chukje Temple, Chachoengsao Province, in social benefit activities by inquiring the needs of drivers to build good relationships with colleagues.



### Human Resource Development

The Company has a policy to continuously develop personnel from internal and external training to increase the potential of employees. Ability and skill to work professionally Support future growth, be able to compete internationally. Details are as follows

### 1. Inhouse Training

The company has an annual training plan for initial employees and for the driver to receive constant training for everyone about driving (Technical Skill) and service (Soft Skill) together to provide quality service.

The Company has established standard courses for all employees and drivers must be trained as follows:

- Orientation: Training for all employees before starting work by Human Resources Officers Training topics include Work rules and regulations, disciplinary action and penalties, grievances and termination of employment and compensation.
- Basic Safety Course: Training for all employees by a professional safety officer (Professional Safety Officer)

- Road Safety Management System Standard Awareness Course (Basic ISO 39001 Awareness): Training for all employees by Quality Assurance officer.
- Defensive driving technique course: the Company cooperated with Safety and Health at Work Promotion Association
  Thailand to conduct theoretical and practical training of the Company's drivers on defensive driving techniques and
  the participants pass the assessment, the driver will be certified.
- The Service mind for professional driver technique course is to develop service attitude and create awareness of responsibility towards passengers and passengers.
- Refresh Defensive driving technique: This is a review of preventive driving techniques for drivers who have completed the DDT course for more than 1 year the Driver Development Department will provide training where drivers will receive the same training as the course. DDT

### 2. External Training

The Company has appointed the Committee on Occupational safety and working environmental. For the year 2021 has the duty to consider policies and plans on occupational safety. Including safety outside the workplace to prevent and reduce accidents. "The report suggested the measures for safety in the workplace" that all the Committee on Occupational safety and working environmental must be trained Course of the Committee on Occupational Safety, Health and Environment in the Workplace.

In addition, the Company has appointed a supervisory or executive safety officer. Such officers must undergo the Executive Safety Officer Course and the Supervisor-Level Occupational Safety Officer Course from the Occupational Safety Training Institute. Top Professional & Development Co., Ltd. (TPD.) with the Safety Committee. Occupational Health and Working Environment Number of hours 12 hour

Colletion of pictures of training outside and inside the company

Date	Training	Number of	Image Processing
	Hours	trainee	
13/09/2565	6	30	ใครงการฝึกอบรม PDPA
PDPA Training Program by TOP Professional			PDPA
and Development Institute, for prepared and			ALTR.
perform of the employees' duties in accordance			
with the PDPA law and prevent risks that may			
occur in further operations.			Judiniurida de finire secreta.  Biologica de delle secreta.
14/09//2565	6	30	กิจกรรม
Safety Promotion Activities for ATP30			ส่งเสริมความปลอดภัย สำหรับ ฝ่ายปกิบัติการ ATP30
Operations			a III-SU W IBUD] UCITITS AT P3U หลักสูต : Sofey Fiest Nanopement Program วิทยากร . รณ์เกิดตับสักติ์) ดรบุณชนะ วิชัยกุล
Safety Fleet Management Program by Assoc.			
Prof. PhD. Boonchana Wichaikul Management			3-00-000000000000000000000000000000000
Program			

Date	Training Hours	Number of trainee	Image Processing
17/12/2565	6	25	อบรม DDT
DDT Training (Ddefensive Driving Techniques)			เทคนิคการขับนี้เชิงป้องกันอุบัติเหตุ เธอ เกลาน
by Assoc. Prof. PhD. Boonchana Wichaikul is an			Can Cast Constitution of the Cast Cast
expert			Whit manks 30 drives come as the 20 drives c
18/12/2565	6	25	www.atp30.com
DDT Training (Ddefensive Driving Techniques)			
by Assoc.Prof. PhD. Boonchana Wichaikul is an			
expert			Viên Leftii do \$-/-6 Lineve the st duff ye an and use, gly is 2 duff ye an and
Safety and Occupational health and working	6	All drivers	SAFETY. RELIABILITY
environment Committee		and OP	AND COMFORT DRIVE WITH CARE
		officers	DRIVER STANDARD มั่นใจ ปลอดภัยอย่าง <mark>แท้จริง</mark>
			700/100 Moo 1, T.Bankhao, A.Parithong, Chomburi 20160 Tol/Fax: 038-468-788 Fax: -08 038-337-007
For the commuter operation management, the	6	Team	ATR
Company will conduct a route survey to		leader, all	9
evaluate risk before starting to operate a vehicle		OP officers	
in order to find risks on that route in order to			
communicate with drivers who must use such			การประเมินความเลี้ยงในทุกเล้นทาง  ในภรยสารการเดินรถบริติทชงเก่าการประเมินความเสียงในทุกเส้นทาง (ชื่อนโซ ชมพระ) ก่อมเล็มกำการเดินรถเพื่อกันสารกวามสียงในสนิทางฉันข

routes.

Date	Training Hours	Number of trainee	Image Processing
Policy of ATP 30 Public Company Limited  Throughout the past period, the Company has continuously improved and developed the quality of work. By adhering to the principle of customer satisfaction is important. and adhere to the following service policies  Safety, Reliability and Comfort	6	All employees	บริษัท เอทีพี 30 จำกัด (มหาชน) ตลอดระยะเอลที่ผ่านมาบริษัทผู้ใต้กำการเชียปรุงและพัฒนา คุณภาพการทำงานอย่างต่อเนื่องโดยชัดหลักความพึงพอใจของ ลูกค้าเป็นสำคัญ และชัดนั้นกับนโยบายในการให้บริการดังนี้ SAFETY, RELIABILITY & COMFORT
Defensive Driving is a safe driving technique training or to prevent accidents  1. To allow trainees to gain knowledge and understanding of safe driving skills.  2. To provide trainees with the skills to maintain	6	All drivers and OP officers	Defensive driving สำหรับพนักงานขับรถ Safety, Reliability and Comfort Drive with care

Check availability and troubleshoot basic problems by yourself. 3. To make trainees have a positive attitude in driving vehicles. 4. To comply with the road traffic law and reduce road accidents.

5. To ensure safety for themselves and those who use the road together.

**Test Driver** 

6 All drivers DRIVER STANDARD to ensure that the drivers and OP are truly safe officers



# Important labor disputes

The company has not encountered any major disputes over labor and employment laws in the past three years.

### Auditor

The Company has hired an independent and qualified auditor who is recognized as the Company's auditor in accordance with the criteria of the Office. The Audit Committee considers the nomination of the auditor, namely EY Office Co., Ltd., with remuneration as follows:

Items	YE2020	YE2021	YE2022
Examination of financial statements	750,000	750,000	840,000
Review of interim financial statement (altogether 3 quarters)	510,000	510,000	510,000
Total	1,260,000	1,260,000	1,350,000

Remark: Audit fee consists of Examination of annual financial Statement and Review of interim financial statemen and review form 56-1 annual report

#### Non-audit fee

For 2022, the Company has no charge other than auditing or disclosure of other types and scope of service work

# Policy on Succession Plans

The Company attaches great importance to the selection of personnel for the succession of positions at all important levels in a transparent manner and fairness to ensure that Company's business operations. There will be continuity in management able to support the expansion of business base and customer groups in a timely manner which the Nomination Committee will supervise and push for the preparation and review of the succession plan for the board of directors and the position that is the main position (Key Job), which is important to the Company's business operations, such as the Chief Executive or Managing Director, Positions that are important in the management structure Specialized skilled positions offer in-depth expertise and are difficult to replace. (More details Business Ethics Guide on policy on succession plans)

# Principles of action when senior management positions are vacant

When the position of senior management or managing director is vacant or those in the position unable to perform their duties or a deputy to be in charge of the position until there is a selection and selection of a person who has the qualifications according to the criteria set by the Company and must be a visionary, knowledge and experience is appropriate to the corporate culture, have the aforementioned qualifications have been nominated and considered suitability by the Nomination Committee to propose to the Board of Directors for consideration and approval to appoint suitable persons to replace them. (More details Business Ethics Guide on Succession Plan Policy)

#### Positions in other listed Companies

The Board of Directors recognizes the importance of the performance of duties of directors. Managing Director So the directors can devote their time to overseeing the business to the fullest Therefore adjusted the policy of the position of directors The Board of Directors has set a policy for directorship in other listed companies of each director to hold the position of no more than 5 companies

in order to increase efficiency in performing duties as a director of the Company and to maximize the benefit of the organization for growth. Future business.

The Board of Directors has established policies and procedures for holding the position of director in other companies of the Managing Director, senior management of the Company, both director positions and the number of companies, which must be approved by the Board of Directors.

### Director's Remuneration Policy and Senior Management or Managing Director

The Board of Directors has assigned the Nomination Committee to will consider determining the directors' remuneration from the Company performance, business size and responsibilities of the Board of Directors Compared to companies listed on the Stock Exchange of Thailand with market capitalization of the same size as the Company, and other companies in the same industry as the Company and proposed to the general meeting of shareholders for consideration and approval annually.

Nomination Committee will determine the amount and form of remuneration of the senior management or the Managing Director by using various indicators as an indicator in terms of benefits; salary and bonus rates will be adjusted annually. This will be in line with the economic situation and the Company's operating results. (More details Business Ethics Guide on remuneration policy of director and senior management or managing director)

Short-term compensation levels include salaries and bonuses.

<u>Long-term compensation levels</u> must be consistent with past performance. And the implementation of long-term strategic objectives as well as the implementation and development of executives, as well as based on the company's business expansion and profitability growth.

### Guidelines

Remuneration of senior management or Managing Director and f the position of executive deputy managing director will be considered annually, in accordance with the principle and policies that the Nomination Committee which various compensation will be at the level that motivates by considering the appropriateness and in accordance with the scope of duties, responsibilities, obligations according to the performance of the senior management or the Managing Director as well as operating results, the company's profit growth and the overall economic condition of the Company according to the strategic objectives and main goals of the organization consistent with the long-term benefits of the business Including reference comparisons from companies in the same industry at a similar level and presented to the Board of Directors for consideration and approval.

The Company may disclose the Directors' Remuneration Policy. Along with other sub-committees in a way that is comparable to the industry. Experience, obligations Scope of roles and responsibilities, as well as the expected benefits of each director. Details are as follows:

# 1. Monetary compensation

According to the resolution proposed to the 2023 AGM of Shareholders to approve the remuneration of directors for the year 2023 on March 31, 2023, the details are as follows

Position	YE2020	YE2021	YE2022
Chairman of the Board of Directors	15,000	20,000	20,000
Deputy of the Chairman of the Board of Directors	12,000	15,000	15,000
Director	10,000	12,000	12,000
Chairman of the Audit Committee	15,000	20,000	20,000
Audit Committee / Independent Director	10,000	10,000	10,000
Chairman of Risk Management Committee	15,000	18,000	18,000
Risk Management Committee	10,000	12,000	12,000
Chairman of Nomination and Remuneration Committee	15,000	18,000	18,000
Nomination and Remuneration Committee	10,000	12,000	12,000
C Corporate Governance Committee chairman of the	-	-	18,000
Corporate Governance Committee	-	-	12,000

### **Annual Remuneration for Directors**

Yearly Remuneration for Directors: The Board of Directors would receive the remuneration in the amount not exceeding 5% of the annual net profit. The Board of Directors would fix the appropriate amount which would be distributed among the Directors in such manner as they themselves determined

### Summary of remuneration for directors and sub-committees for the year 2022 as follows

Name	Position	Attendance	Remuneration*	Total
				(Baht)
1. Mr. Chartchai Panichewa	Chairman of the Board of Directors/	5/5	100,000	112,000
	Executive Committee/	-	-	
	Nomination and Remuneration Committee	1/1	12,000	
2. Ph.D. Viwat Krommadit	Deputy Chairman of the Board of Directors/	5/5	75,000	75,000
	Executive Committee/ Business Consultant	-	*	
3. Mr. Piya Techakul	Director/ Chairman of Executive Committee	5/5	60,000	96,000
	(CEO)/	-	**	
	Managing Director (MD)/	2/2	24,000	
	Risk Management Committee/	1/1	12,000	
	Corporate Governance Committee Corporate			
	Governance Committee			
4. Mrs. Somhatai Panichewa	Director	5/5	60,000	60,000
5. Mr. Thanin Hiranpanthaporn	Director/***	5/5	60,000	96,000

Name	Position	Attendance	Remuneration*	Total
				(Baht)
	Risk Management Committee/	2/2	24,000	
	Corporate Governance Committee	1/1	12,000	
6. Mrs. Suwanee Khamman	Independent Director/	4/4	80,000	140,000
	Chairman of Audit Committee	5/5	60,000	
7. Mr. Kumchai Boonjirachot	Independent Director/	5/5	60,000	118,000
	Audit Committee/	4/4	40,000	
	Chairman of Nomination and Remuneration	1/1	18,000	
	Committee			
8. Mr. Prasert	Independent Director /	5/5	60,000	166,000
Akkharaprathomphong	Audit Committee/	4/4	40,000	
	Nomination and Remuneration Committee/	2/2	36,000	
	Chairman of Risk Management Committee/	1/1	18,000	
	Chairman of Corporate Governance Committee	1/1	12,000	
9. Ms. Nichanan Rattanakate	Risk Management Committee/	2/2	20,000	20,000
	Secretary of the Risk Management Committee/	-	-	
	company executive	-	-	
10. Ms. Pattamaporn	Risk Management Committee/	2/2	20,000	20,000
Prasartketkarn	Deputy Manager/ Company Executive	-	-	-

### Remark:

- \*No. 2 consulting fees in business operations According to the Board of Directors' Meeting No. 1/2022 held on February 22, 2022, it was resolved to adjust the monthly consulting fee in the amount of 60,000 baht (excluding 5% withholding tax) at a fixed rate in order to be appropriate with the burden. Increased duties and responsibilities according to the progress of the business, effective from January 1, 2022 onwards.
- \*\*No. 3 has disclosed remuneration for Managing Director and Chief Executive Officer (CEO) in short-term compensation.

### 8.1 Report on the performance of the Board of Directors and sub-committees in the past year

The Board of Directors and sub-committees prepare a summary report of past performance through a message from the Chairman to summarize the important information arising from the operation in the field of operations. Monetary Reports Internal control, management, risk management, corporate governance and nomination and remuneration determination to disclose to all shareholders. (More details message from the chairman of the board of directors, Report on the responsibility of the board of directors to financial reports, message from the chairman of the audit committee, massage from the chairman of the nomination and remuneration committee)

### 1. Nomination, development and evaluation of the duties of the Board of Directors

The Company has nominated top directors and executives through the Nomination Committee. Consider, for example, gender, age, qualifications, skills, and experience necessary for business administration. Details are as follows:

### **Independent Directors**

Board of Directors or Shareholders' Meeting (if any) to appoint independent directors to participate as independent directors in the Board of Directors By appointing independent directors not less than 1 in 3 of the total number of directors and must have at least 3 independent directors

The criteria for selecting independent directors are based on the criteria for selecting directors. By qualifications of independent directors Considering the qualifications and prohibitions of directors under the Public Companies Act And the law on securities and stock exchange, including announcements, regulations and / or regulations of the Securities and Exchange Commission, according to the definition of independent directors as follows

### **Qualification of Independent Directors**

The Company has defined independent directors in accordance with the requirements of the Office. SEC and Capital Market Supervisory Board Announcement No. 4/2009 Dated February 20, 2009 on the qualifications of independent directors, namely:

- 1. Holding less than 1% of the total number of shares with voting rights of the Company. Major shareholder or a person with control over the Company, including the shareholding of related persons of that independent director.
- 2. Not being or having ever been a Director who takes part in Management area, employees, or consultants with regular salary or the controlling person of the Company, Major Shareholder or of the controlling person of the applicant unless he has been discharged from the aforementioned characteristics for at least two years prior to the date of submission of the application for permission to the office, such prohibited characteristics exclude cases where the independent directors used to be government officials or an advisor of the government agency, which is Major shareholders or the Company controlling person.
- 3. Not be a person with blood ties or a legal registration in the manner of parentage, spouse, sibling and child, including the child's spouse of other directors, management, major shareholders, controlling person or a person who will be nominated as a director Management or controlling person of the Company.

- 4. Have no or used to no business relationship with the Company, the major shareholder or controlling person. The Company's regulators in a manner that may obstruct their independent judgment, including not being or having been a significant shareholder or control of a business relationship with the Company, the major shareholder or controlling person of the Company, unless it has been removed from such a nature for at least two years.
- 5. Not be or have been an auditor of the Company. Major shareholders or controlling persons of the Company and implied shareholders. Controlling persons or partners of the Audit Office. The auditor of the Company, major shareholder or controlling person of the affiliated company is not less than two years before the date of application for permission to the office.

Business relations under paragraph one, including commercial transactions that are normally made to operate a rental or lease of property. Transactions related to assets or services or financial assistance, such as receiving loans, guarantees or providing assets as collateral for liabilities. As a result, the licensee or his or her partner has a debt obligation to pay to the other party, from three percent of the net tangible assets of the licensee or at least twenty million baht. Whichever is lower, The calculation of such debt obligations is in accordance with the method of calculating the value of connected transactions in accordance with the Notification of the Capital Market Supervisory Board on the Criteria for Connected Transactions. However, in determining the debt burden, the debt obligations incurred during the year before the date of the business relationship with the same person must be included.

- 6. It is not or has ever been a professional service provider, including providing services as legal advisors or financial advisors, which receives services in excess of two million baht per year from the Company, major shareholders or controlling persons of the Company, and is not an implied shareholder. Unless it has been retired from such characteristics at least two years before the date of application for permission to the office. Not be a director appointed to represent directors of the Company. Major shareholders or shareholders who are related to major shareholders
- 7. Not being a director who has been appointed to represent the Company's Directors, Major Shareholders or shareholders who are related to the Major Shareholders.
- 8. Do not operate in the same nature business and in significant competition with the business of the Company or take position as an Executive Director, employee, advisor who receives regular salary, or holding more than 1% of the total number of voting shares of other company, which operating in the same nature business and in significant competition with the business of the Company.
- 9. No other characteristics which prevent to express independent opinions on the operations of the applicant. After being appointed as an Independent Director who having the characteristics according to paragraphs (1) to (10), may assign by the Director to make a decision in the business operation of the Major Shareholders or controlling person of the Company by a decision in the form of a collective decision.

In addition, the Independent Director will have educational qualifications, specialization, work experience, and other suitability together to propose to the shareholders' meeting for further appointment as directors of the Company. In case of there is any Independent Director vacating office before the end of term, The Board of Directors may appoint an Independent Directors who has the qualifications specified above to replace the position. The substitute Independent Directors may hold office for the remaining term of the Independent Directors whose replaces.

In 2022, there are no independent directors who have served more than 9 years and no independent directors have served as directors in more than 5 listed companies. (More details Attachments 1)

### Nomination of Directors and Top Executives

To appoint directors The Nomination Committee, consisting of two independent directors of three nominating committees, is responsible for determining, selecting and scrutinizing qualified persons in accordance with the company's regulations, and nominating qualified directors to obtain professional and diverse directors from board skill matrix to comply with the company's business strategy, considering the company's structure, size and composition. The proposed number will be 40 times the number of directors who have completed the term and present their opinions to the Board of Directors for the approval of the directors. The names of such directors will then be presented to the shareholders' meeting to elect directors according to the next guidelines.

However, this is The Nomination Committee has considered the nature of the business and the future plan has determined the qualifications of the directors. In addition, The Nomination Committee has given shareholders the opportunity to participate in the nomination of qualified directors. It must pass the shareholders' meeting to vote for the directors. The Company allows shareholders to use the ballot to elect directors individually, with shareholders having all the votes they have, selecting the nominated persons as directors one by one.

To appoint a top executive The Board of Directors has considered and assigned the Nomination Committee to consider the criteria and procedures for nominating qualified persons to hold the position of chief executive, and nominate more than one person deemed appropriate, with reasons for the Directors to consider further appointment. In the recruitment process, the recruitment of qualified persons was considered. Have knowledge, competence and experience that is useful to the company's operations and understands the company's business well and can manage to achieve the objectives set by the Board of Directors.

### Nomination of Managing Director

"Managing Director" is appointed by considering and approving the appointment of the Company's directors by the Nomination Committee Conducting the recruitment of qualified persons for the position

### Qualifications of the Managing Director

# 1. General features

- Thai nationality
- Able to work full time for the Company.
- Not being a person of unsound mind or mental infirmity.
- Not being a bankruptcy or has never been a dishonest bankrupt.
- Never sentenced to a final sentence of imprisonment whether or not he has actually been sentenced to imprisonment, except for an offense committed through negligence or a petty offence or lapse of punishment or the expiration of the suspension period.
- Never been fired, laid off or fired from a job because of dishonesty

### 2. Specific properties

Graduated not lower than a bachelor's degree, having knowledge, expertise and experience in organizational management.

- Have a vision of management in the transportation business and business related to transportation business
- Have morals and ethics in administration and good corporate governance, personality, leadership and good human relations.
- Able to communicate and coordinate well both internally and externally
- Having knowledge and expertise in organizational management to be able to meet the needs and good services

### Knowledge Development Policy for Directors

The Board of Directors has assigned the Nomination and Remuneration Committee to supervise and prepare a development plan for every set of directors according to the Skill Matrix for the Board of Directors, senior management. Including the company secretary to participate in developing relevant skills, knowledge, and abilities all the time, and every change in the law, rules, regulations, regulations related to business operations by focusing on the performance of the committee's duties to achieve the objectives, goals and the maximum benefit to the organization. (more details Business Ethics Guide on learning and knowledge development policy for directors) For the year 2022, the Company's Board of Directors has completed important training courses by organizations related to corporate governance such as Director Accreditation Program (DAP), Direct Certification Program (DCP), Advanced Audit Committee Program (AACP) by the Association for the Promotion of Thai Institute of Directors (IOD) and senior management by Capital Market Academy, and other training.

(Additional details in Attachment 1 Details of Directors, Executives, Controlling Persons Person assigned to the highest responsibility in accounting and finance person who is directly responsible for supervising accounting and company secretary)

### Annual Performance Assessment of the Board of Directors

The Board of Directors holds both board self-assessments, namely the Board of Directors, sub-committees, such as audit committees. Risk Management Committee Nomination and Remuneration Committee and Corporate Governance Committee and Senior Executives or Managing Directors annually according to the guidelines and procedures that have been defined. Once completed, the Company Secretary will collect the evaluation scores and summarize the results. To report to the next Board of Directors' meeting (More details Business Ethics Guide Regarding on board of directors' annual performance evaluation and annual performance evaluation of senior management or managing director)

#### Attendance and remuneration of individual committees

### Director and Sub Committee Meeting

### 1 The Board of Directors Meeting

Board of Directors Meetings must be held to acknowledge the Company's operating results at least every 3 months. In the meetings, directors must express their opinions and use their discretion independently. Directors should attend every meeting. In addition to the force majeure which must be notified to the secretary of the Board of Directors in advance the company must report the number of meetings held by the Board of Directors. In each meeting of the Board of Directors, all directors are informed in advance. The secretary of the Board of Directors must send a meeting invitation letter to all directors to know the date, time, place and agenda of the meeting. The delivery is made at least 7 days in advance, except in urgent cases, not less than 5 business days, and is responsible for collecting supporting documents for the meeting of directors and management to deliver to the board in

advance And such documents must provide sufficient information for decision making. which exercises the independent discretion of the Board of Directors The secretary of the committee must record the issues in the meeting. to prepare the minutes of the meeting which must contain complete content and completed within 15 days from the date of the meeting to propose to the chairman of the board to sign and must provide a system Good storage, easy to find and good confidentiality. (More details in Attachment 7 Articles of Association of the Company, item 28, 37, 38)

- Directors who have interests in any matter are not entitled to vote on that matter.
- Voting in the meeting of the Board of Directors shall be based on the opinion of the majority vote. In case of equal votes, The chairman of the meeting has an additional vote as a casting vote. Those who did not agree were to be stated in the minutes of the meeting.

This is to encourage the performance of the Board of Directors. Criteria and forms of information in documents to be presented to the Board of Directors for completeness. sufficient and appropriate to support the smooth running of the Board of Directors' meetings. The fastest and most efficient under the relevant laws and regulations at the time the Board of Directors will vote.

At the meeting, there must be at least two-thirds of the total number of directors. In 2022, all directors attended every meeting or representing 100 percent of the total number of directors' meetings, in line with the policy of promoting each director. Attended more than 75% of the total number of Board of Directors' meetings.

The Board has set a schedule for the Board meetings in advance throughout the year. For the directors to be able to arrange the time appropriately for the year 2022 with the meeting details as follows;

Details	Board of	Audit	Risk	Corporate	Member of the
	Directors	Committee	Management	Governance	Nomination and
			Committee	Committee	Remuneration
					Committee
Number of directors	8	3	5	3	3
Number of meetings	5	4	2	1	1
Number of directors	5	4	2	1	1
attending the meeting					
Meeting proportion	100%	100%	100%	100%	100%

### Non-Executive Directors

The Board of Directors has focused on good corporate governance by requiring non-executive directors to have meetings with each other as appropriate. No executive directors attended the meeting to allow discussion of issues. related to the management or corporate governance of the Company, including consultation on issues related to corporate governance. Consultation and comments or recommendations for improvement of various aspects and inform the Chairman of the Executive Committee to take action on such issues.

### Monitoring compliance with corporate governance policies and practices

The Company provides an internal audit agency to monitor important financial operations and activities in coordination with the Audit Committee and the authorized auditors hired by the Company to regulate the work to be lawful. Regulations and procedures as specified by the Company, these include internal control and audit policies. Information Disclosure Policy to prevent the use of internal information of the Company Accounting and Monetary Policy Tax policy and compliance policy (More details Business Ethics Guide on Compliance policy stakeholders)

For the year 2021, no directors and executives were found to have acted in any of the above-mentioned matters affecting the Company.

### 9. Internal Control and Connected Transaction

#### 9.1 Internal control

Board of Directors has summarized the opinions on the Company's internal control system in the following matters: according to the internal control system sufficiency assessment form and includes Risk Management. The adequacy and appropriateness of the Company's internal control system and the provision of sufficient personnel to carry out such operations effectively and able to protect Company assets by directors or executives wrongly or without power. Details are as follows:

### The Company's Internal Audit supervisor.

At the Audit Committee meeting on February 19, 2018 No. 1/2018, Ms. Oonin Inchareonsuk was appointed. To serve as the company's internal auditor supervisor. She was trained in courses related to internal audit operations, had the Certificate of Internal Auditors (CPIAT) of the Internal Auditor's Association of Thailand (2018), and had an understanding of the company's activities and operations, and therefore deemed it appropriate to perform such duties by presenting the results of the quarterly audit to the Audit Committee in accordance with the annually approved review plan.

However, this is Consideration and approval, appointment, removal The relocation of the head of the company's internal audit agency must be approved by the Audit Committee.

(More details Attachment 3 and Business Ethics Guide on policy on control and internal audit of the company)

### The Company's supervisory unit

The Company has not yet established a supervisory unit for the Company's operations (Compliance), but has assigned the Company Secretary for supervision and reporting to the Audit Committee. The Company Secretary is responsible for supervising the Company, the Board of Directors, executives and employees to perform their duties in accordance with the announcements, regulations and /or other laws and regulations, related to both the Securities and Exchange Commission, the Stock Exchange of Thailand, and related agencies.

### Internal audit plan for the year 2022

The Audit Committee has opinion that the internal audit plan for the year 2022 was appropriate and beneficial to the Company, details as follows

AC no.	Date	Items/results of inspection	Opinion of the Audit Committee
2/2020	15-31/03/2022	Personnel management and	Agreed according to the inspection results / suggestions
		development. There Aare planning	Reducing the work process to suit for operation such as
		and preparation for new service	insurance raking a new vehicle and vehicle registration.
		contracts/	2. Planning for recruitment to prevent the risk of shortage of
		Audit results: adequately	staff for future business expansion
		controlled.	
3/2022	14/15/06/2022	ISO 39001 fleet operation process	Agreed according to the inspection results/suggestions
		by BSI using PDCA theory	

AC no.	Date	Items/results of inspection	Opinion of the Audit Committee
		Audit results: adequately	Driving behavior should be defined, it is an agreement
		controlled.	before the commencement of work.
			2. Behavioral monitor should be established after receiving
			training to control behavior in accordance with the training
			topic.
			3. Measures should be set clear rewards and penalties to
			control quality to meet established standards.
4/2022	1/1/2022-	IT General Control and	Agreed according to the inspection results/suggestions
	30/10/2022	development and recruitment	To ensure that the results of the audit assessment enough
		process	to be reliable There should be supporting evidence such as
		Audit results: adequately controlled	items and problems encountered for each item. Clear
			solutions and controls
			2. The management should set up an audit according to the
			actual situation, such as a hacking audit to plan for support
			and reduce risks.
1/2022	1/11/2022-	Revenue Cycle Process	Agreed according to the inspection results/suggestions 1.
	31/12/2022	Audit results: adequately	Reducing the work process to suit for operation 2. Planning
		controlled.	for multiple payment channels and electronic control

The internal audit plan for the year 2023 proposed was approved by the Audit Committee on the meeting No. 1/2023 details are as follows.



## Internal control system adequacy assessment from year 2022

## **Control Environment**

1. The organization demonstrates its commitment to the value of integrity and ethics.

		Questions	Yes	No
1.1	Board	of directors and management set principles of integrity and operations code of conduct,		
	inclusi	veness;		
	1.1.1	Daily operations and making decisions		
	1.1.2	Practice with business partners, customers and third parties	$\sqrt{}$	
1.2	There	are written regulations to ensure that executives and employees operates with integrity and		
	ethics	inclusiveness;		
	1.2.1	There is appropriate code of conduct requirements for management and employees.	$\sqrt{}$	
	1.2.2	There are provisions forbidding management and employees from acting in a manner that		
		may create a conflict of interest with the entity and the prohibition of corruption causing		
		damage to the organization <sup>2</sup>		
	1.2.3	There are proper penalties for violation of the above provisions.		
	1.2.4	The above requirements and penalties are communicated to all executives and employees,		No third-party
		for example, to present to new employee orientation, to sign to acknowledge the		notification
		requirements and penalties on an annual basis by employees, the code of conduct is also		
		published to employees and third parties.		
1.3	There	is a procedure to monitor and assess that code of conduct		
	1.3.1	Monitoring and evaluation by the internal audit department or the compliance unit	$\sqrt{}$	
	1.3.2	Self-assessment by management and employees	$\sqrt{}$	
	1.3.3	External independent expert assessment		No external
				assessment
1.4	There	is a timely management when there is non-compliance in regulations on integrity and code of		
	condu	ct.		
	1.4.1	There is a process to be detected in a timely manner.	1	
	1.4.2	There is a process that makes it possible to appropriately punish or deal with violations nd	V	
		within due time		
	1.4.3	Actions that are contrary to the principles of honesty and ethical treatment are properly	1	
		addressed and within proper time		

<sup>&</sup>lt;sup>2</sup> The company should define the internal control in accordance with anti-corruption measures to suit the risks of the company.

## 2. The board of directors is independent from the management and has the duty to oversee and develop internal Control

	Questions	Yes	No
2.1	Roles and duties of the Board of Directors are set separately from that of the Management, The Board of		
	Directors' authorities are clearly defined.		
2.2	The Board of Directors oversees that there is clear and measurable business target to use as guidelines for the		
	executives and employees' operations.		
2.3	The Board of Directors supervises the Company to determine the roles and duties of the Board of Directors and		
	executives in accordance with the law and the Charter which covers the important roles of the Audit Committee,		
	the auditor, the internal auditor. and the person responsible for the financial reports		
2.4	The Board of Directors are knowledgeable about the company's business and has the expertise that would be		
	beneficial to the company or able to seek advice from experts in the field.		
2.5	The Board of Directors comprises suitable number of knowledgeable and reliable independent directors who		
	can perform his/her duty independently. For example, the independent directors do not have any business		
	relation with the company or any other relationship that could influence their independent judgement.		
2.6	The Board of Directors oversees the development and practice of the organization's internal control including	$\sqrt{}$	
	the creation of control environment, risk assessment, control activities, information and communication, and the		
	follow up.		

## The Management, under the Board of Directors' oversight, sets suitable reporting function as well as defining the commanding authorities and responsibilities so that the organization would achieve its goals.

	Questions		No
3.1	Top management sets an organizational structure that support the Company's goal by considering the business		
	functions and legal requirements. There is also effective internal control. For example, there is a separation of		
	duties in important business unit which would result in check and balance; there is an internal audit unit which		
	reports directly to the Audit Committee; there is a clear line of report.		
3.2	Top management sets up line of report by considering duties, responsibilities and communication	$\checkmark$	
3.3	Roles and responsibilities are suitably defined and assigned between the Board of Directors, top executives,		
	management and employees.		

#### 4. The organization displays its commitment to motivate, develop and maintain capable personnel

	Questions		No
4.1	The company has the policy and practice for recruiting, developing and retaining knowledgeable personnel and		
	regularly reviews such policy and practice		
4.2	There is performance evaluation process, incentives and rewards to personnel with good performance,	V	
	management measure for the personnel who did not reach their targets and the process is communicated to		
	all executives and employees.		

	Questions	Yes	No
4.3	The company has the process to timely solve or prepare for the event that the company lack knowledgably		
	personnel.		
4.4	The company has process to recruit, develop and retain all executives and employees such as providing	V	
	mentoring system or training.		
4.5	The company provides succession plan for significant roles	V	

# 5. The organization appoints personnel to have duty and responsibilities on internal control in order to achieve organizational goal

	Questions	Yes	No
5.1	The Board of Directors and the Management have the procedure and communication to enforce all personnel to		
	have responsibilities for internal control and if necessary, provide corrective measure for such procedure.		
5.2	The Board of Directors and the Management set indicators for performance appraisal, give suitable incentives		
	and rewards by considering the compliance of code of conduct and the company's short-term and long-term		
	objectives.		
5.3	The Board of Directors and the Management regularly evaluates the incentives and rewards by focusing on the		
	connection between the success of the performance and the compliance of internal control.		
5.4	The Board of Directors and the Management make sure that there is not too much pressure on each personnel	V	
	duty		

## Risk Assessment

## 6. The organization clearly defines its objectives so that risks related to the achievement of such objectives can be identified and evaluated.

	Questions	Yes	No
6.1	Companies can comply with generally accepted accounting standards which is appropriate to the business at		
	that time by showing that the transaction in the financial report exists, complete, correctly show the rights or		
	obligations of the company, have the right value and is properly disclosed		
6.2	The company defines the essence of the financial statements by considering the major factor such as the user		
	of the financial report, the size of transaction and the business trend		
6.3	The company's financial report truly reflects the company' operational activities		
6.4	The Board of Directors or the Risk Management Committee approved and communicate the risk management	V	
	policy to all executives and employees. Such policy is acknowledged and practiced as a part of the		
	organizational culture.		

## 7. The organization identifies and analyzes all risks that may affect the achievement of the organizational objectives.

	Questions		No
7.1	The company identifies all risks that may affect the company's operations in organizational level, business unit		
	level, department level, and work level.		
7.2	The company analyze all internal and external risk factors including strategic risk, operational risk, reporting rink,	1	
	rule and regulation compliance risk and technological risk.		
7.3	All levels of management are involved with risk management	1	
7.4	The company evaluate the risk by considering the chance of occurrence and the effect that may occur.		
7.5	The company has the measure and operation plan to handle risk by either accepting, reducing, avoiding or	1	
	sharing risks.		

# 8. The organization considers the chance of fraud while assessing risks that may affect the achievement of organizational objectives.

	Questions	Yes	No
8.1	The company evaluates the chance of fraud, covering all type of fraud including the faultily financial report,	V	
	assets loss, corruption, management override of internal controls, the change of important information in report,		
	wrongly acquisition or disposition of property, etc.		
8.2	The company review its operational target by considering the possibility of the target achievement as well as		
	considering that the incentive or rewards given to employees would not instigate wrong doing. For example, the		
	sale goal is not unreasonably high that would motivate employees to give false sale figure.		
8.3	The Audit Committee has considered and questioned the Management regarding the chance of fraud and the		
	prevention or correction measure.		
8.4	The company has communicated with all employees so that they understand and comply with existing policies	V	
	and guidelines.		

## 9. The organization is able to identify and evaluate changes that could affect the internal control system.

	Questions	Yes	No
9.1	The company evaluates external changes that may affect the operations, internal control,		
	and financial report and defines adequate measures to handle such changes.		
9.2	The company evaluates the change in business model that may affect the operations,		There is no policy to
	internal control and financial statements and define suitable measure in response to such		change the business
	change.		model.
9.3	The company evaluates the change of the organization leader which may affect business		
	operation, internal control, and financial statements and defines suitable measure in		
	response to such change.		

## **Control Activities**

# 10. The organization has control policy which would mitigate risks that would affect the achievement of organization objectives to and acceptable level.

		Questions	Yes	No
10.1	The co	mpany's control measure is suitable to the risk and the organization's unique condition such as		
	environ	ment, the complexity of work, scope of work and other specific condition.		
10.2	The cor	mpany has a written internal control measure. They cover various processes appropriately, for example,		
	policies	and procedures related to financial transaction, procurement and general administration, the scope of		
	authorit	by and the approval hierarchy of the executives at each level are clearly defined to prevent fraud, such,		
	the cred	dit limit and authorization power of each level of management, the procedure for approving investment		
	projects	s, purchasing process and vendor selection method, recording of detailing procurement decisions, the		
	process	s of withdrawing materials, equipment of using various tools, etc., has been organized for the following		
	cases.			
	10.2.1	Collection of information about major shareholders, management and those related to such persons,	$\sqrt{}$	
		including connected persons for monitoring and reviewing related transactions or items that may have		
		conflicts of interest Including always updating information to be up to date		
	10.2.2	The company has a written internal control measure. They cover various processes appropriately, for	$\sqrt{}$	
		example, policies and procedures related to financial transactions, procurement and general		
		administration, the scope of authority and the approval hierarchy of the executives at each level are		
		clearly defined to prevent fraud, such, the credit limit and authorization power of each level of		
		management, the procedure for approving investment projects, purchasing process and vendor		
		selection method, recording of detailing procurement decisions, the process of withdrawing		
		materials, equipment or using various tools, etc., has been organized for the following cases.		
10.3	The cor	mpany determines the appropriate diversity of internal controls such as manual and automated controls		
	or prev	entive and monitoring controls.		
10.4	The cor	mpany requires internal controls at all levels of the organization, such as at the group level, business	$\sqrt{}$	
	unit, de	partment, department or process.		
10.5	The cor	mpany completely separates 3 following responsibilities from one another in order to have check and		
	balance	e:		
	(1)	Approving duty		
	(2)	Recording accounting transaction and information and		
	(3)	Assets storing		

## 11. The organization uses technology to select and develop general control activities in order to support its objectives.

	Questions	Yes	No
11.1	The company should identify the connection between the use of information technology in operations and the		
	general control of the information technology system.		
11.2	The company should define suitable control for technology system fundamental.	V	
11.3	The company should define suitable security control for technology system	V	
11.4	The company should define suitable control for the procurement, development and maintenance of the		
	technology system		

## 12. The Company sets up control activities through policy which specified its expectation and practice procedure so that the policy can be put to practice

	Questions	Yes	No
12.1	The company has strict policy to monitor that the transaction of the major shareholder, director, management		
	or related person go through approval process as defined in the company's articles of association, rules and		
	regulations of the Stock Exchange of Thailand, the Security Exchange Commissions, etc. in order to protect		
	the company's benefit against the use for personal gain.		
12.2	The company has a policy that a transaction must be approved by the person who has no personal interest in		
	such transaction		
12.3	The company has the policy to approve transaction by considering the company's utmost benefit and consider	V	
	the transaction on the at arms' length basis at arms' length basis		
12.4	The company has the process to monitor the performance of subsidiaries or associates including setting		
	guidelines to the person who is appointed as a director or executives in the subsidiaries or associates.		
	(If the company does not have subsidiaries of associates, the company does not have to answer this question)		
12.5	The company sets the role and responsibilities that the executives and the employees are to implement the		
	policy in their operations.		
12.6	The company's policies and processes are suitably implemented by capable personnel including the process	1	
	of operation correction.		
12.7	The company regularly reviews its policy and process of practice	$\sqrt{}$	

## Information & Communication

## 13. The organization has related and quality information to support the goal for internal control

		Questions	Yes	No		
13.1	The compa	ny specifies the related information that are required for its operation from both in and outside of the	V			
	organization.					
13.2	The compa	ny considers the cost and benefit as well as the quantity and correctness of the information.				
13.3	The compa	ny provides the Board of Directors with sufficient information for their decision making such as the				
	detail of the	proposed agenda, the reasons, the effect to the company and other alternatives.				
13.4	The compa	The company provides the meeting notice or meeting documents that contain necessary and sufficient				
	information for the directors' consideration before the meeting at least for the minimum requirement of the law.					
13.5	The compa	ny provides detailed minutes of Board of Directors' meeting so that each director's performance can				
	be reviewe	d. For example, record of directors' question, opinion, comment on the considered matters; the				
	opinion of th	ne directors who did not approve the proposed agenda and his/her reason.				
13.6	The company has the following actions					
	13.6.1	Filing and categorizing all important document.	V			
	13.6.2	In the event that the auditor or the internal auditor report about flaws in internal control, such flaws	$\sqrt{}$			
		has been corrected.				

# 14. The organization communicates information within the organization including the purpose and the responsibility for necessary internal control system so that the internal control could be conducted as planned.

	Questions	Yes	No
14.1	The company has effective internal information communication process and has appropriate communication		
	channel to support internal control.		
14.2	The company regularly report important information to the Board of Directors. And the Board of Directors has		
	access to the resources necessary for their operations or review various items as required, such, assigning a		
	person to a contact center, contacting between the other information received from management, including		
	inquiries from the auditor, Internal Auditors, arranging meetings between the Board and the Management as		
	requested, arrangement of meeting and discussion activities between the Board of Directors and the		
	management, in addition to the boaed meeting, etc.		
14.3	The company provides special channel or secret channel so that its personnel can securely report information		
	or clue regarding fraud or corruption (whistle-blower hotline) to the company		

## 15. The organization has communicated with external agencies regarding the issues that may affect its internal control.

	Questions	Yes	No
15.1	The company has the process for the effective information communication to stakeholders outside the	$\sqrt{}$	
	organization as well as appropriate communication channels to support internal control such as providing		
	investors relation officers or complaint center. (info@atp30.com)		
15.2	The company provides special channel or secret channel so that the stakeholders outside the organization can	$\sqrt{}$	
	securely report information or clue regarding fraud or corruption (whistle-blower hotline) to the company.		

## **Monitoring Activities**

## 16. The organization monitors and assesses its internal control to ensure that the internal control is thoroughly and appropriately conducted.

	Questions	Yes	No
16.1	The company provides a process to monitor the compliance with the code of conduct and prohibited the		
	management and employees from conducting themselves in a manner is likely to cause conflicts of interests,		
	such as assigning each unit to monitor the operations and report to their supervisor or assigning the internal		
	audit unit to monitor the operation and report to the Audit Committee.		
16.2	The company reviews the internal control system through self-assessment and/or independent assessment by		
	internal auditor		
16.3	The frequency of monitoring and assessment is suitable for the company's change.		
16.4	The internal audit system is monitored and assessed by knowledgeable personnel		
16.5	The result of internal audit is reported directly to the Audit Committee		
16.6	The company encourages the internal auditor to follow the International Standards for the Professional Practice		
	of Internal Auditing (IIA)		

# 17. The Organization timely evaluates and communicates the internal control system flaws to responsible persons including high-level executives and board of directors as appropriated.

	Questions				
17.1	The cor	The company evaluates and communicates the deficiencies of its internal control system and timely proceed			
	to mon	itor and rectify such deficiencies in the event that the operating result significantly differs from the			
	predefi	ned goal.			
17.2	The cor	mpany has the following reporting policies:			
	17.2.1	Management must immediately report to the board of directors in the event of fraud or suspicion of			
		fraud, violation of laws or other unusual actions that may significantly affect the company's reputation			
		of financial position.			

Questions				
17.2.2	Significant deficiencies along with problem solving guideline (although the problem may have already			
	been managed) are timely reported to the company's board of directors/audit committee for			
	consideration.			
17.2.3	Progress on the remedy of significant flaws is reported to the company's board of directors/audit			
	committee			

#### 9.2 Related transactions

The Company has disclosed related transactions with the intention to create transparency in transactions between the Company and persons who may have conflicts of interest to ensure that the Company discloses related transactions with fairness, reasonable and fair according to market price and a normal business transaction (Fair and at arms' length) and beneficial to the shareholders as follows;

No.	Information about the transaction	YE 2020	YE 2021	YE 2022			
1.	Name and relationship of the person in conflict						
	Mr. Chatchai Panichewa; the Chairman of the Board of Directors / Member of the Nomination and Remuneration						
	Committee / Member of the Executive Committee. /Authorized Director						
	Nature and volume of related transactions: The company's vehicle						
	insurance premiums						
	Annual insurance premiums	4.30	3.45	0.34			
	Prepaid insurance premiums	0.33	0.21	0.03			
	Accrued insurance premiums	0.18	0.01	-			
	Measures and systems to supervise: The Company compares insurance						
	premium prices by reasonable conditions and coverage before deciding.						
	Transaction level as a percentage of service cost	1.42%	0.88%	0.07%			
2.	Name and relationship of the person in conflict Kromadit Parts Co., Ltd. by I	PhD. Viwat Krom	adit; Vice Chairm	an of the			
	Board of Directors / Advisor/ Executive Director / Authorized Director						
	Nature and volume of related transactions: Head office, parking area and						
	garage rental and service fees.						
	Rental fees and service fees.	1.47	0.23	0.00			
	Accrued Rental fees and service fees.	0.15	0.00	0.00			
	Measures and systems to supervise: The Company compares rental fees						
	and service fees with nearby areas. Transaction level as a percentage of	0.49%	0.06%	-			
	service cost.						
3.	Name and relationship of the person in conflict: NPR Trans Tour Co., Ltd. b	y Ms. Nichanan	Rattankate; Busir	ness Owner /			
	Assistant Managing Director / Member of the Risk Management Committee/	Executive					
	Nature and volume of related transactions: Affiliated vehicles: buses and						
	vans	3.08	4.17	4.94			
	Rental fees and service fees.	0.78	1.36	1.94			
	Accrued Rental fees and service fees.						
	Measures and systems to supervise: The Company pays service fees like						
	other affiliated services in terms of contract, condition and service fees;						
	transaction level as a percentage of service cost.	1.02%	1.06%	0.95%			

No.	Information about the transaction	YE 2020	YE 2021	YE 2022		
4.	Name and relationship of the person in conflict:					
	Mr. Ampol Techakul Brother of Mr. Piya Techakul is a Director of the Company. /Managing Director (MD) /Chairman of					
	Executive Committee (CEO) /Risk Management Committee/ Corporate Governance Committee/ Authorized Director					
	Nature and volume of related transactions: Affiliated vehicles: buses and					
	vans	0.53	0.15	-		
	Rental fees and service fees.	0.14	0.15	-		
	Accrued Rental fees and service fees.					
	Measures and systems to supervise: The Company pays service fees like					
	other affiliated services in terms of contract, condition, and service fees;					
	transaction level as a percentage of service cost.	0.17%	0.04%	-		
5	Name and relationship of the person in conflict:					
	Mr. Atimet Chatwareechote Operating Manager/ Executive					
	Nature and volume of related transactions: Affiliated vehicles:					
	buses and vans					
	Rental fees service fees.	0.68	0.77	0.89		
	Accrued Rental fees and service fees.	0.18	0.22	0.22		
	Measures and systems to supervise: The Company pays service fees like					
	other affiliated services in terms of contract, conditions and service fees;					
	transaction level as a percentage of service cost.	0.22%	0.20%	0.17%		

#### Remark:

- No. 1 Reason for the transaction: It is according to the offer, terms and conditions of protection and insurance premiums as required, the Company has a total of 620 vehicles and 13 support vehicles with insurance for all vehicles and the details are as follows; Protection against life/body or health of third parties and passengers, Coverage of property damage to third parties and damage to the vehicle, to prevent risks that may occur in the future with a total of 5 leading insurance companies, consisting of 1. LMG Insurance 2. Bangkok Insurance 3. Tokyo Marine Insurance 4. Thaisri Insurance and 5. Muang-Thai Insurance To protect the operation and protection of passengers and drivers, including the car. which is considered according to the method of operation by comparing insurance premiums and related conditions, such as increasing coverage Claims and customer needs before deciding to insure every
- No. 2 Reasons for the transaction: Consulting Fee as an expert and having experience related to the business of the Company for a long time, receive a monthly remuneration of 0.63 million baht (from 2020 to 2022, the amount of 0.05 million baht per month) For the year 2023, this item will not be disclosed. Because the transaction was previously disclosed in the transaction of related business transactions in the transaction of business transactions with related persons or businesses. Adjust disclosures in Remuneration for Directors and Executives included in short-term benefits Starting from Q3/2022 time.
- No. 2 Reason for the transaction: Head office, parking area and garage rental and service fees, located in Amata City Chonburi Industrial Estate, which is close to the establishments and clients, as well as being convenient in terms of utilities and the Company has been renting for a long time so the Company is received a lower rental rate than other tenants. The rental and service fees decreased because the Company moved to a new located; 9/30 Moo 9, Bangnang, Panthong District, Chonburi 20160 since February 2021.
- Affiliated vehicle The reason for the transaction: Referring to the Company sets to diversify the investment risk, therefore recruiting an affiliated to serve and receive a return rate from the affiliated vehicle management fee. Most of the Affiliated vehicle services have been joining since the Company was established, therefore, have a good relationship with each other for a long time by signing an annual contract.

- No. 3 The reason for the transaction: Affiliated vehicle services and executives, which has been joining since the start of the business and the Company has entered into a car sharing service contract with NPR Trans Tour Co., Ltd., amounting to 4 buses, credit term 65 days, with conditions and service rates in the contract as normal business
- No. 4 The older of Mr. Piya Techakul. The Company has entered an affiliated vehicle services contract with Mr. Ampol Techakul for a van, credit term of 65 days, with conditions and service rates in the contract as normal business practices, which has terminated the contract since July 31, 2021.
- No. 5, An Executive, the Company has entered an affiliated vehicle services contract with Mr. Atimet Chatwareechot for a van, credit term of 65 days, with conditions and service rates in the contract as normal business practices.

## Section 3

## Report and Financial statements

ATP 30 Public Company Limited Report and financial statements 31 December 2022

## **Independent Auditor's Report**

To the Shareholders of ATP 30 Public Company Limited

### **Opinion**

I have audited the accompanying financial statements of ATP 30 Public Company Limited (the Company), which comprise the statement of financial position as at 31 December 2022, and the related statements of comprehensive income, changes in shareholders' equity and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of ATP 30 Public Company Limited as at 31 December 2022, its financial performance and cash flows for the year then ended in accordance with Thai Financial Reporting Standards.

#### **Basis for Opinion**

I conducted my audit in accordance with Thai Standards on Auditing. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Company in accordance with the *Code of Ethics for Professional Accountants including Independence Standards* issued by the Federation of Accounting Professions (Code of Ethics for Professional Accountants) that are relevant to my audit of the financial statements, and I have fulfilled my other ethical responsibilities in accordance with the Code of Ethics for Professional Accountants. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

## **Key Audit Matters**

Key audit matters are those matters that, in my professional judgement, were of most significance in my audit of the financial statements of the current period. These matters were addressed in the context of my audit of the financial statements as a whole, and in forming my opinion thereon, and I do not provide a separate opinion on these matters.

I have fulfilled the responsibilities described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report, including in relation to these matters. Accordingly, my audit included the performance of procedures designed to respond to my assessment of the risks of material misstatement of the financial statements. The results of my audit procedures, including the procedures performed to address the matters below, provide the basis for my audit opinion on the accompanying financial statements as a whole.

The key audit matters and how audit procedures respond to each matter are described below.

## Residual values of transportation vehicles

As disclosed in Note 10 to the financial statements, as at 31 December 2022, the net book values of the Company's transportation vehicles amounted to Baht 973 million and depreciation expense for the year then ended total Baht 86 million. In determining the depreciation expenses, the management was required to exercise judgment in estimating the residual values of the transportation vehicles. The estimates of residual values thus directly impact the amounts of depreciation expenses recorded during the year.

I gained an understanding of and assessed the residual values of the transportation vehicles through a review of the procedures applied by the management. I performed the assessment taking into account the knowledge and past experience of the experts, such as dealers of each type of vehicles. In addition, I compared the residual values determined by the experts with the market values.

## Recognition of service income

The Company is principally engaged in the business of transport services. Service income is a significant account and key indicator on which the management and the stakeholders focus because an increase or decrease in such revenue directly impacts the Company's operating results. I therefore focused on the amount and timing of recognition of the Company's revenue, in accordance with its accounting policies as disclosed in Note 4.1 to the financial statements.

I assessed and tested the Company's internal controls with respect to the revenue cycle by making enquiry of responsible executives, gaining an understanding of the controls and selecting representative samples to test the operation of the designed controls. In addition, I sent confirmation requests for service income amounts to the major customers. I randomly selected documents supporting service income transactions occurring during the year and near the period end for examination, and reviewed credit notes issued by the Company to customers after the end of the reporting period. Moreover, I performed analytical procedures on disaggregated data to detect any unusual service transactions, particularly for accounting entries made through journal vouchers.

#### Other Information

Management is responsible for the other information. The other information comprise the information included in annual report of the Company, but does not include the financial statements and my auditor's report thereon. The annual report of the Company is expected to be made available to me after the date of this auditor's report.

My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated.

When I read the annual report of the Company, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance for correction of the misstatement.

# Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Thai Financial Reporting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Company's financial reporting process.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Thai Standards on Auditing will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Thai Standards on Auditing, I exercise professional judgement and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit
  procedures that are appropriate in the circumstances, but not for the purpose of expressing
  an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned

scope and timing of the audit and significant audit findings, including any significant deficiencies

in internal control that I identify during my audit.

I also provide those charged with governance with a statement that I have complied with relevant

ethical requirements regarding independence, and to communicate with them all relationships

and other matters that may reasonably be thought to bear on my independence, and where

applicable, related safeguards.

From the matters communicated with those charged with governance, I determine those matters

that were of most significance in the audit of the financial statements of the current period and

are therefore the key audit matters. I describe these matters in my auditor's report unless law or

regulation precludes public disclosure about the matter or when, in extremely rare circumstances,

I determine that a matter should not be communicated in my report because the adverse

consequences of doing so would reasonably be expected to outweigh the public interest benefits

of such communication.

I am responsible for the audit resulting in this independent auditor's report.

Preecha Arunnara

Certified Public Accountant (Thailand) No. 5800

EY Office Limited

Bangkok: 21 February 2023

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## Statement of financial position

## As at 31 December 2022

			(Unit: Baht)
	<u>Note</u>	<u>2022</u>	<u>2021</u>
Assets			
Current assets			
Cash and cash equivalents	7	20,968,806	56,245,194
Trade and other receivables	8	86,210,239	75,569,671
Spare parts and supplies		1,635,376	1,296,467
Current tax assets		6,436,317	4,773,280
Other current assets		9,595,364	8,443,809
Total current assets		124,846,102	146,328,421
Non-current assets			
Restricted bank deposits	9	2,000,000	-
Transportation vehicles	10	973,025,395	877,181,155
Land, building and equipment	11	79,500,292	78,968,133
Other non-current assets		1,304,901	1,059,521
Total non-current assets		1,055,830,588	957,208,809
Total assets		1,180,676,690	1,103,537,230

## Statement of financial position (continued)

## As at 31 December 2022

			(Unit: Baht)
	<u>Note</u>	2022	<u>2021</u>
Liabilities and shareholders' equity			
Current liabilities			
Bank overdrafts and short-term loans from			
financial institutions	12	63,010,066	14,907,728
Trade and other payables	13	46,515,893	44,202,073
Current portion of long-term loans	14	10,440,000	13,740,000
Current portion of lease liabilities	15	131,216,159	144,970,912
Other current liabilities		1,168,957	2,705,560
Total current liabilities		252,351,075	220,526,273
Non-current liabilities			
Long-term loans, net of current portion	14	23,020,000	30,040,000
Lease liabilities, net of current portion	15	332,559,766	299,297,510
Deferred tax liabilities	21	48,193,067	40,930,740
Provision for long-term employee benefits	16	13,692,135	11,383,630
Other non-current liabilities		4,025,500	3,237,500
Total non-current liabilities		421,490,468	384,889,380
Total liabilities		673,841,543	605,415,653

## Statement of financial position (continued)

## As at 31 December 2022

	<u>Note</u>	<u>2022</u>	(Unit: Baht) 2021	
Shareholders' equity				
Share capital	17			
Registered				
682,310,058 ordinary shares of Baht 0.25 each		170,577,514	170,577,514	
Issued and fully paid-up				
682,310,058 ordinary shares of Baht 0.25 each		170,577,514	170,577,514	
Share premium		228,675,750	228,675,750	
Retained earnings				
Appropriated - statutory reserve	18	15,460,000	14,000,000	
Unappropriated		92,121,883	84,868,313	
Total shareholders' equity		506,835,147	498,121,577	
Total liabilities and shareholders' equity		1,180,676,690	1,103,537,230	
The accompanying notes are an integral part of the financial statements.				

Directors

## Statement of comprehensive income

## For the year ended 31 December 2022

			(Unit: Baht)
	<u>Note</u>	<u>2022</u>	<u>2021</u>
Profit or loss:			
Revenues			
Service income		631,889,936	493,800,698
Other income		564,106	1,785,697
Total revenues		632,454,042	495,586,395
Expenses			
Cost of services		522,081,963	392,479,825
Administrative expenses		56,232,347	49,175,584
Total expenses		578,314,310	441,655,409
Operating profit		54,139,732	53,930,986
Finance cost	19	(17,702,483)	(13,740,647)
Profit before income tax		36,437,249	40,190,339
Income tax expenses	21	(7,262,327)	(7,072,202)
Profit for the year		29,174,922	33,118,137
Other comprehensive income:			
Other comprehensive income not to be reclassified			
to profit or loss in subsequent period			
Actuarial gain		-	782,956
Less: Income tax effect	21	<u> </u>	(156,591)
Total other comprehensive income for the year		<u> </u>	626,365
Total comprehensive income for the year		29,174,922	33,744,502
Earnings per share	22		
Basic earnings per share		0.043	0.049

ATP 30 Public Company Limited

## Statement of changes in shareholders' equity

## For the year ended 31 December 2022

(Unit: Baht)

	Issued and	and Retained earnings			
	fully paid-up		Appropriated -		
	share capital	Share premium	Statutory reserve	Unappropriated	Total
Balance as at 1 January 2021	154,327,514	180,575,750	12,340,000	73,253,107	420,496,371
Increase share capital (Note 17)	16,250,000	48,100,000	-	-	64,350,000
Unappropriated retained earnings transferred to					
statutory reserve (Note 18)	-	-	1,660,000	(1,660,000)	-
Dividend paid (Note 25)				(20,469,296)	(20,469,296)
Profit for the year	-	-	-	33,118,137	33,118,137
Other comprehensive income for the year	-	-	-	626,365	626,365
Total comprehensive income for the year				33,744,502	33,744,502
Balance as at 31 December 2021	170,577,514	228,675,750	14,000,000	84,868,313	498,121,577
					-
Balance as at 1 January 2022	170,577,514	228,675,750	14,000,000	84,868,313	498,121,577
Unappropriated retained earnings transferred to					
statutory reserve (Note 18)	-	-	1,460,000	(1,460,000)	-
Dividend paid (Note 25)	-	-	-	(20,461,352)	(20,461,352)
Total comprehensive income for the year				29,174,922	29,174,922
Balance as at 31 December 2022	170,577,514	228,675,750	15,460,000	92,121,883	506,835,147

## **Cash flow statement**

## For the year ended 31 December 2022

		(Unit: Baht)
	<u>2022</u>	<u>2021</u>
Cash flows from operating activities		
Profit before tax	36,437,249	40,190,339
Adjustments to reconcile profit before tax to		
net cash provided by (paid from) operating activities:		
Depreciation and amortisation	91,379,656	76,729,950
Reversal of expected credit losses	(50,000)	(155,000)
Loss on written-off transportation vehicles and equipment	66,641	400,157
Increase in provision for long-term employee benefits	2,792,105	2,107,954
Financial income	(24,302)	(52,352)
Financial expenses	17,702,483	13,740,647
Profit from operating activities before		
changes in operating assets and liabilities	148,303,832	132,961,695
Operating assets (increase) decrease		
Trade and other receivables	(10,590,568)	(15,446,025)
Spare parts and supplies	(338,910)	(339,355)
Other current assets	(44,825)	(1,396,021)
Other non-current assets	(747,414)	(434,569)
Operating liabilities increase (decrease)		
Trade and other payables	2,384,538	10,286,760
Other current liabilities	(1,536,602)	942,191
Other non-current liabilities	788,000	680,000
Cash flows from operating activities	138,218,051	127,254,676
Cash paid for long-term employee benefits	(483,600)	(218,400)
Cash received from interest income	24,303	52,352
Cash received from refundable withholding tax	3,666,549	3,761,234
Cash paid for income tax	(6,436,317)	(4,977,391)
Net cash flows from operating activities	134,988,986	125,872,471

## **Cash flow statement (continued)**

## For the year ended 31 December 2022

		(Unit: Baht)
	<u>2022</u>	<u>2021</u>
Cash flows from investing activities		
Increase in restricted bank deposits	(2,000,000)	-
Cash paid to settle payables from purchase of fixed assets	(868,908)	(11,932,030)
Acquisition of transportation vehicles, building and equipment	(6,036,570)	(15,812,610)
Net cash flows used in investing activities	(8,905,478)	(27,744,640)
Cash flows from financing activities		
Increase in bank overdrafts	28,102,338	14,907,728
Cash received from short-term loan	20,000,000	-
Cash received from long-term loans	-	9,453,700
Repayment of long-term loans	(10,320,000)	(7,460,000)
Payment of principal portion of lease liabilities	(161,018,972)	(128,765,769)
Cash paid for interest expenses	(17,702,483)	(13,863,208)
Proceeds from increase in share capital	-	64,350,000
Dividend paid	(20,420,779)	(20,465,910)
Net cash flows used in financing activities	(161,359,896)	(81,843,459)
Net increase (decrease) in cash and cash equivalents	(35,276,388)	16,284,372
Cash and cash equivalents at beginning of year	56,245,194	39,960,822
Cash and cash equivalents at end of year	20,968,806	56,245,194
	-	-
Supplemental cash flows information		
Non-cash items		
Increase of assets from lease agreements	180,526,475	307,971,273
Payable of acquisition of equipment	757,617	868,908

Notes to financial statements

For the year ended 31 December 2022

#### 1. General information

## 1.1 General information of the Company

ATP 30 Public Company Limited ("the Company") is a public company incorporated and domiciled in Thailand. The Company is principally engaged in the business of transport services. The registered office of the Company is at 9/30 Moo 9, T. Bangnang, A. Panthong, Chonburi.

#### 1.2 Coronavirus disease 2019 Pandemic

The Coronavirus disease 2019 pandemic is adversely impacting most businesses and industries. This situation may bring uncertainties and have an impact on the environment in which the group operates. The Company's management has continuously monitored ongoing developments and assessed the financial impact in respect of the valuation of assets, provisions and contingent liabilities, and has used estimates and judgement in respect of various issues as the situation has evolved.

#### 2. Basis of preparation

The financial statements have been prepared in accordance with Thai Financial Reporting Standards enunciated under the Accounting Professions Act B.E. 2547 and their presentation has been made in compliance with the stipulations of the Notification of the Department of Business Development, issued under the Accounting Act B.E. 2543.

The financial statements in Thai language are the official statutory financial statements of the Company. The financial statements in English language have been translated from the Thai language financial statements.

The financial statements have been prepared on a historical cost basis except where otherwise disclosed in the accounting policies.

## 3. New financial reporting standards

### 3.1 Financial reporting standards that became effective in the current year

During the year, the Company has adopted the revised financial reporting standards and interpretations which are effective for fiscal years beginning on or after 1 January 2022. These financial reporting standards were aimed at alignment with the corresponding International Financial Reporting Standards with most of the changes directed towards clarifying accounting treatment and providing accounting guidance for users of the standards.

The adoption of these financial reporting standards does not have any significant impact on the Company's financial statements.

# 3.2 Financial reporting standards that will become effective for fiscal years beginning on or after 1 January 2023

The Federation of Accounting Professions issued a number of revised financial reporting standards, which are effective for fiscal years beginning on or after 1 January 2023. These financial reporting standards were aimed at alignment with the corresponding International Financial Reporting Standards with most of the changes directed towards clarifying accounting treatment and providing accounting guidance for users of the standards.

The management of the Company believes that adoption of these amendments will not have any significant impact on the Company's financial statements.

## 4. Significant accounting policies

## 4.1 Revenue and expense recognition

#### Service income

Service income is recognised when services have been rendered.

#### Finance cost

Interest expense from financial liabilities at amortised cost is calculated using the effective interest method and recognised on an accrual basis.

### 4.2 Cash and cash equivalents

Cash and cash equivalents consist of cash in hand and at banks, and all highly liquid investments with an original maturity of three months or less and not subject to withdrawal restrictions.

## 4.3 Transportation vehicles, land, building and equipment/Depreciation

Land is stated at cost. Transportation vehicles, building and equipment are stated at cost less accumulated depreciation and allowance for loss on impairment of assets (if any).

Depreciation of transportation vehicles, building and equipment is calculated by reference to their costs on the straight-line basis over the following estimated useful lives:

Transportation vehicles	10	years
Building	5 to 40	years
Furniture, fixture and office equipment	5	years
Tool	5	years
Motor vehicles	5	vears

Depreciation is included in profit or loss.

No depreciation is provided on land, work under installation for transportation vehicles and assets under construction.

An item of transportation vehicles, land, building and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on disposal of an asset is included in profit or loss when the asset is derecognised.

## 4.4 Borrowing costs

Borrowing costs directly attributable to the acquisition, construction or production of an asset that necessarily takes a substantial period of time to get ready for its intended use or sale are capitalised as part of the cost of the respective assets. All other borrowing costs are expensed in the period they are incurred. Borrowing costs consist of interest and other costs that an entity incurs in connection with the borrowing of funds.

#### 4.5 Leases

As a lessee, the Company recognises right-of-use assets and leases liabilities for all leases at the date the underlying asset is available for use (the commencement date). The Company recognises as rental expenses on a straight-line basis over the lease term for a lease term less than 12 months or a lease of low-value assets.

### Right-of-use assets

Right-of-use assets are measured at cost, less accumulated depreciation, any accumulated impairment losses, and adjusted for any remeasurement of lease liabilities (if any). The cost of right-of-use assets includes the amount of lease liabilities initially recognised, initial direct costs, and lease payments made at or before the commencement date of the lease less any compensation or incentives received from lessors.

Depreciation of right-of-use assets are calculated by reference to their costs on the straightline basis over the lease term or their estimated useful lives in case of the ownership of the leased asset is transferred to the Company at the end of the lease term.

Office space and car park

Furniture, fixture and office equipment

Motor Vehicles

5 years

Transportation vehicles

10 years

Right-of-use assets are presented as a part of transportation vehicles, land, building and equipment in the statement of financial position.

#### Lease liabilities

Lease liabilities are measured at the present value of the lease payments to be made over the lease term and discounted by the interest rate implicit in the lease or the Company's incremental borrowing rate. After the commencement date, the amount of lease liabilities is increased to reflect the accretion of interest, reduced for the lease payments made and is remeasured if there is a change in the lease term.

## 4.6 Related party transactions

Related parties comprise individuals or enterprises and individuals that control, or are controlled by, the Company, whether directly or indirectly, or which are under common control with the Company.

They also include associated companies and individuals or enterprises which directly or indirectly own a voting interest in the Company that gives them significant influence over the Company, key management personnel, directors, and officers with authority in the planning and direction of the Company's operations.

## 4.7 Impairment of non-financial assets

At the end of each reporting period, the Company performs impairment reviews in respect of the transportation vehicles, land, building and equipment, right-of-use asset, or other intangible assets whenever events or changes in circumstances indicate that the assets may be impaired. An impairment loss is recognised when the recoverable amount of an asset, which is the higher of the asset's fair value less costs to sell and its value in use, is less than the carrying amount.

An impairment loss is recognised in profit or loss.

## 4.8 Employee benefits

#### Short-term employee benefits

Salaries, wages, bonuses and contributions to the social security fund are recognised as expenses when incurred.

### Post-employment benefits

### Defined contribution plans

The Company and its employees have jointly established a provident fund. The fund is monthly contributed by employees and by the Company. The fund's assets are held in a separate trust fund and the Company's contributions are recognised as expenses when incurred.

## Defined benefit plans

The Company has obligations in respect of the severance payments it must make to employees upon retirement under labor law. The Company treats these severance payment obligations as a defined benefit plan.

The obligation under the defined benefit plan is determined by a professionally qualified independent actuary based on actuarial techniques, using the projected unit credit method.

Actuarial gains and losses arising from post-employment benefits are recognised immediately in other comprehensive income.

#### 4.9 Provisions

Provisions are recognised when the Company has a present obligation as a result of a past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation.

#### 4.10 Income tax

Income tax expense represents the sum of corporate income tax currently payable and deferred tax.

#### **Current tax**

Current income tax is provided in the accounts at the amount expected to be paid to the taxation authorities, based on taxable profits determined in accordance with tax legislation.

#### **Deferred tax**

Deferred income tax is provided on temporary differences between the tax bases of assets and liabilities and their carrying amounts at the end of each reporting period, using the tax rates enacted at the end of the reporting period.

The Company recognises deferred tax liabilities for all taxable temporary differences while it recognises deferred tax assets for all deductible temporary differences and tax losses carried forward to the extent that it is probable that future taxable profit will be available against which such deductible temporary differences and tax losses carried forward can be utilised.

At each reporting date, the Company reviews and reduce the carrying amount of deferred tax assets to the extent that it is no longer probable that sufficient taxable profit will be available to allow all or part of the deferred tax asset to be utilised.

The Company records deferred tax directly to shareholders' equity if the tax relates to items that are recorded directly to shareholders' equity.

#### 4.11 Financial instruments

The Company initially measures financial assets at its fair value plus transaction costs. Except for trade receivables, the Company measured at the transaction price as disclosed in the accounting policy relating to revenue recognition and classified as financial assets as to be subsequently measured at amortised cost using the effective interest rate (EIR) method and are subject to impairment. Gains and losses are recognised in profit or loss when the asset is derecognised, modified or impaired. The Company derecognised financial assets when the rights to receive cash flows from the asset have expired or have been transferred and either the Company has transferred substantially all the risks and rewards of the asset or control of the asset.

At initial recognition the Company's financial liabilities are recognised at fair value net of transaction costs and classified as liabilities to be subsequently measured at amortised cost using the EIR method. The Company takes into account any fees or costs that are an integral part of the EIR. Gains and losses are recognised in profit or loss when the liabilities are derecognised as well as through the EIR amortisation process. The EIR amortisation is included in finance costs in profit or loss. A financial liability is derecognised when the obligation under the liability is discharged or cancelled or expires.

Financial assets and financial liabilities are offset, and the net amount is reported in the statement of financial position if there is a currently enforceable legal right to offset the recognised amounts and there is an intention to settle on a net basis, to realise the assets and settle the liabilities simultaneously.

### Impairment of financial assets

The Company considers the credit risk and to be in default when contractual payments are past due and using other internal or external information. The Company recognises an allowance for expected credit losses ("ECLs") of financial assets based on the difference between the contractual cash flows due in accordance with the contract and all the cash flows that the Company expects to receive, discounted at an approximation of the original effective interest rate. For trade receivables, the Company applies a simplified approach in calculating ECLs. It is based on its historical credit loss experience and adjusted for forward-looking factors specific to the debtors and the economic environment.

#### 4.12 Fair value measurement

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between buyer and seller (market participants) at the measurement date. The Company applies a quoted market price in an active market to measure their assets and liabilities that are required to be measured at fair value by relevant financial reporting standards. Except in case of no active market of an identical asset or liability when a quoted market price is not available, the Company measures fair value using valuation technique that are appropriate in the circumstances and maximises the use of relevant observable inputs related to assets and liabilities that are required to be measured at fair value.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy into three levels based on categorise of input to be used in fair value measurement as follows:

- Level 1 Use of quoted market prices in an active market for such assets or liabilities
- Level 2 Use of other observable inputs for such assets or liabilities, whether directly or indirectly

Level 3 - Use of unobservable inputs such as estimates of future cash flows

At the end of each reporting period, the Company determines whether transfers have occurred between levels within the fair value hierarchy for assets and liabilities held at the end of the reporting period that are measured at fair value on a recurring basis.

### 5. Significant accounting judgements and estimates

The preparation of financial statements in conformity with financial reporting standards at times requires management to make subjective judgements and estimates regarding matters that are inherently uncertain. These judgements and estimates affect reported amounts and disclosures; and actual results could differ from these estimates. Significant judgments and estimates are as follows:

#### Allowance for expected credit losses of trade receivables

In determining an allowance for expected credit losses of trade receivables, the management needs to make judgement and estimates based upon, among other things, past collection history, aging profile of outstanding debts and the forecast economic condition for groupings of various customer segments with similar credit risks. The Company's historical credit loss experience and forecast economic conditions may also not be representative of whether a customer will actually default in the future.

## Transportation vehicles, land, building and equipment/Depreciation

In determining depreciation of transportation vehicles, building and equipment, the management is required to make estimates of the useful lives and residual values of transportation vehicles, building and equipment and to review estimate useful lives and residual values when there are any changes.

In addition, the management is required to review transportation vehicles, land, building and equipment for impairment on a periodical basis and record impairment losses when it is determined that their recoverable amount is lower than the carrying amount. This requires judgements regarding forecast of future revenues and expenses relating to the assets subject to the review.

## Post-employment benefits under defined benefit plans

The obligation under the defined benefit plan is determined based on actuarial techniques. Such determination is made based on various assumptions, including discount rate, future salary increase rate, mortality rate and staff turnover rate.

## 6. Related party transactions

During the years, the Company had significant business transactions with its related parties. Such transactions, which are summarised below arose in the ordinary course of business and were concluded on commercial terms and bases agreed upon between the Company and those related parties.

	<u>2022</u>	<u>2021</u>	(Unit: Million Baht) Pricing policy
Transactions with related parties			
Subcontract service	5.8	5.3	As agreed rate
Insurance expenses	0.3	3.5	As agreed rate
Rental and service expenses	-	0.2	Contract rate

As at 31 December 2022 and 2021, the balances of the accounts between the Company and those related parties were as follows:

	(Unit: Thousand Baht)	
	<u>2022</u>	<u>2021</u>
Prepaid insurance expenses - related party		
Related company (Common Director)	25	208
Trade payables - related parties (Note 13)		
Related company (Common management)	1,092	1,358
Related persons (Management)	216	222
Total trade payables - related parties	1,308	1,580
Accrued expenses - related parties (Note 13)		
Related companies (Common Director)	<u>-</u>	12

## **Directors and management's benefits**

During the year ended 31 December 2022 and 2021, the Company had employee benefit expenses payable to their directors and management as below.

	(Unit: Thousand Baht)		
	<u>2022</u>	<u>2021</u>	
Short-term employee benefits	16,754	15,289	
Post-employment benefits	882	926	
Total	17,636	16,215	

## 7. Cash and cash equivalents

(Unit: Thousand Baht)

	<u>2022</u>	<u>2021</u>
Cash	150	150
Bank deposits	20,819	56,095
Total	20,969	56,245

As at 31 December 2022, bank deposits in saving accounts carried interests between 0.20 and 0.25 percent per annum (2021: between 0.05 and 0.25 percent per annum).

## 8. Trade and other receivables

The balances of trade and other receivables as at 31 December 2022 and 2021 aged on the basis of due dates, are summarised below.

(Unit: Thousand Baht)

	<u>2022</u>	<u>2021</u>
Trade receivables		
Aged on the basis of due dates		
Not yet due	82,075	71,158
Past due		
Up to 3 months	901	-
Over 12 months	3,110	3,160
Total trade receivables	86,086	74,318
Less: Allowance for expected credit losses	(3,110)	(3,160)
Total trade receivables - net	82,976	71,158
Accrued services income	2,941	4,249
Advance payment	199	163
Other receivables	94	-
Total trade and other receivables - net	86,210	75,570

The normal credit term is 10 to 120 days.

Set out below is the movement in the allowance for expected credit losses of trade receivables.

	<u>2022</u>	<u>2021</u>
Beginning balance	3,160	3,315
Reversal of expected credit losses	(50)	(155)
Ending balance	3,110	3,160

# 9. Restricted bank deposits

These represent fixed deposits pledged with the banks to secure the short-term loan from financial institutions.

## 10. Transportation vehicles

(Unit: Thousand Baht)

		Work under			
		installation for	Total		
	Transportation	transportation	Transportation	Right-of-use	
	vehicles	vehicles	vehicles	assets	Total
Cost:					
As at 1 January 2021	464,818	-	464,818	517,907	982,725
Additions	8,790	15	8,805	306,042	314,847
Disposal/write-off	(343)	-	(343)	-	(343)
Transfers	114,420		114,420	(114,420)	-
As at 31 December 2021	587,685	15	587,700	709,529	1,297,229
Additions	3,476	-	3,476	178,800	182,276
Disposal/write-off	(674)	-	(674)	-	(674)
Transfers	165,626	(15)	165,611	(165,611)	-
As at 31 December 2022	756,113		756,113	722,718	1,478,831
Accumulated depreciation:					
As at 1 January 2021	244,092	-	244,092	103,969	348,061
Depreciation for the year	33,599	-	33,599	38,696	72,295
Depreciation- disposal/write-off	(308)	-	(308)	-	(308)
Depreciation for transfers	39,668	-	39,668	(39,668)	-
As at 31 December 2021	317,051	-	317,051	102,997	420,048
Depreciation for the year	42,506	-	42,506	43,878	86,384
Depreciation- disposal/write-off	(626)	-	(626)	-	(626)
Depreciation for transfers	48,127		48,127	(48,127)	-
As at 31 December 2022	407,058	-	407,058	98,748	505,806
Net book value:					
As at 31 December 2021	270,634	15	270,649	606,532	877,181
As at 31 December 2022	349,055		349,055	623,970	973,025
Depreciation for the year:					
2021 (Included in cost of services)					72,295
2022 (Included in cost of services)					86,384

As at 31 December 2022, certain items of transportation vehicles were fully depreciated but are still in use. The gross carrying amount before deducting accumulated depreciation of those assets amounted to approximately Baht 174 million (2021: Baht 139 million).

# 11. Land, building and equipment

(Unit: Thousand Baht)

						Leasehold	Total		
			Furniture, fixture and			improvement under	land, building		
	Land	Building	office equipment	Tool	Motor vehicles	construction	and equipment	Right-of-use assets	Total
Cost:									
As at 1 January 2021	34,184	9,123	6,152	2,257	1,635	27,319	80,670	7,199	87,869
Additions	-	847	1,816	592	-	4,745	8,000	1,929	9,929
Disposal/write-off	-	(1,058)	(94)	(14)	-	-	(1,166)	(1,292)	(2,458)
Transfers	-	27,025	4,766	127	1,475	(31,918)	1,475	(1,475)	-
Capitalised interest		123	<u> </u>			(123)		- <u>-</u> -	-
As at 31 December 2021	34,184	36,060	12,640	2,962	3,110	23	88,979	6,361	95,340
Additions	-	1,712	1,070	394	7	134	3,317	1,727	5,044
Disposal/write-off	-	-	(116)	(75)	-	-	(191)	-	(191)
Transfers			39			(39)		<u> </u>	
As at 31 December 2022	34,184	37,772	13,633	3,281	3,117	118	92,105	8,088	100,193
Accumulated depreciation:									
As at 1 January 2021	-	4,301	4,853	1,572	787	-	11,513	2,540	14,053
Depreciation for the year	-	1,156	1,059	276	178	-	2,669	1,429	4,098
Depreciation-disposal/write-off	-	(701)	(87)	(14)	-	-	(802)	(977)	(1,779)
Depreciation for transfers				-	577	-	577	(577)	
As at 31 December 2021	-	4,756	5,825	1,834	1,542	-	13,957	2,415	16,372
Depreciation for the year	-	1,500	1,217	378	13	-	3,108	1,384	4,492
Depreciation-disposal/write-off	-		(96)	(75)		<u> </u>	(171)	<u> </u>	(171)
As at 31 December 2022	-	6,256	6,946	2,137	1,555	-	16,894	3,799	20,693
Net book value:									
As at 31 December 2021	34,184	31,304	6,815	1,128	1,568	23	75,022	3,946	78,968
As at 31 December 2022	34,184	31,516	6,687	1,144	1,562	118	75,211	4,289	79,500

Depreciation for the year:

2021 (Baht 2.1 million included in administrative expenses, and the balance in cost of services)

2022 (Baht 2.3 million included in administrative expenses, and the balance in cost of services)

4,098 4,492 As at 31 December 2022, certain items of building and equipment were fully depreciated but are still in use. The gross carrying amount before deducting accumulated depreciation of those assets amounted to approximately Baht 10 million. (2021: Baht 9 million)

The Company pledged its land and building of approximately Baht 61 million (2021: Baht 62 million) as collateral against the loan received from commercial bank.

## 12. Bank overdrafts and short-term loans from financial institutions

(Unit: Thousand Baht)

		•	,
	Interest rate	2022	<u>2021</u>
	(percent per annum)		
Bank overdrafts	MOR	43,010	14,908
Short-term loans from			
financial institutions	MLR-1.825%	20,000	
Total		63,010	14,908

As at 31 December 2022, the bank overdraft credit facilities of the Company which have not yet been drawn down amounted to Baht 18 million (2021: Baht 31 million). The bank overdrafts are unsecured. There is no short-term loan credit facilities of the Company which have not yet been drawn down. The short-term loan from a financial institution is secured by the Company's bank deposit.

## 13. Trade and other payables

	<u>2022</u>	<u>2021</u>
Trade payables - unrelated parties	37,925	36,184
Trade payables - related parties (Note 6)	1,308	1,580
Other payables	1,131	879
Payables for purchase of fixed assets	758	869
Accrued expenses - unrelated parties	4,707	3,882
Accrued expenses - related parties (Note 6)	-	12
Advance receipt	687	796
Total trade and other payables	46,516	44,202

## 14. Long-term loans

(Unit: Thousand Baht)

	<u>2022</u>	<u>2021</u>
Long-term loans	33,460	43,780
Less: Current portion	(10,440)	(13,740)
Long-term loans, net of current portion	23,020	30,040

The Company has a long-term loan from a commercial bank. The loan principal and interest are to be settled in monthly installments over a 48-month period, starting from December 2020, and interest is charged at a rate based on MLR. The long-term loan is secured by the mortgage of land and construction thereon.

In addition, in April 2020, the Company obtained a long-term loan of Baht 15 million from the same bank under measures to provide soft loans to assist entrepreneurs affected by the COVID-19 pandemic. This long-term loan is unsecured and loan principal is to be settled in monthly installments over a 36-month period, starting from April 2022. Interest is charged at a rate of 2 percent per annum for 2 years, starting from April 2020, and then charged at a rate based on MLR from April 2022 onwards.

#### 15. Leases

The Company has lease contracts for assets used in its operations. Leases generally have lease terms between 1 - 8 years.

## (a) Right-of-use assets

Movement of right-of-use assets for the year ended 31 December 2022 and 2021 are summarised below:

			Land, building	and equipment		
			Furniture,			
			fixture and			
	Transportation	Office space	office			Right-of-use
	vehicles	and car park	equipment	Motor vehicles	Total	assets
1 January 2021	413,938	3,458	303	898	4,659	418,597
Additions - net	306,042	1,610	4	-	1,614	307,656
Transfer to assets						
during the year	(74,752)	-	-	(898)	(898)	(75,650)
Depreciation for the year	(38,696)	(1,339)	(90)		(1,429)	(40,125)
31 December 2021	606,532	3,729	217	-	3,946	610,478
Additions - net	178,800	124	23	1,580	1,727	180,527
Transfer to assets						
during the year	(117,484)	-	-	-	-	(117,484)
Depreciation for the year	(43,878)	(1,219)	(107)	(58)	(1,384)	(45,262)
31 December 2022	623,970	2,634	133	1,522	4,289	628,259

# (b) Lease liabilities

(Unit: Thousand Baht)

	<u>2022</u>	<u>2021</u>
Lease payments	490,074	471,734
Less: Deferred interest expenses	(26,298)	(27,465)
Total	463,776	444,269
Less: Portion due within one year	(131,216)	(144,971)
Lease liabilities - net of current portion	332,560	299,298

Movements of the lease liability account during the years ended 31 December 2022 and 2021 are summarised below:

(Unit: Thousand Baht)

	<u>2022</u>	<u>2021</u>
Balance at beginning of year	444,269	265,375
Additions - net	180,527	307,660
Accretion of interest	14,171	11,808
Repayments	(175,191)	(140,574)
Balance at end of year	436,776	444,269

A maturity analysis of lease payments is disclosed in Note 27.1 under the liquidity risk.

# (c) Expenses relating to leases that are recognised in profit or loss

	<u>2022</u>	<u>2021</u>
Depreciation expense of right-of-use assets	45,263	40,125
Interest expense on lease liabilities	14,172	11,808

## 16. Provision for long-term employee benefits

Provision for long-term employee benefits which represents compensation payable to employee after they retire from the Company, was as follows:

(Unit: Thousand Ba		
<u>2022</u>	<u>2021</u>	
11,384	10,277	
2,576	1,854	
216	254	
-	(783)	
(484)	(218)	
13,692	11,384	
	2022 11,384 2,576 216	

The Company expects to pay long-term employee benefits during the next year of approximately Baht 0.5 million (2021: Baht 0.4 million).

As at 31 December 2022, the weighted average duration of the liabilities for long-term employee benefit is 10 years (2021: 10 years).

Key actuarial assumptions used for the valuation are as follows:

	<u>2022</u>	<u>2021</u>
	(% per annum)	(% per annum)
Discount rate	1.9	1.9
Future salary increase rate (depending on employment type)	2.5 - 6	2.5 - 6

The result of sensitivity analysis for significant assumptions that affect the present value of the long-term employee benefit obligation as at 31 December 2022 and 2021 are summarised below:

(Unit: Million Baht)

	31 December 2022		31 December 2021	
	Increase 0.5%	Decrease 0.5%	Increase 0.5%	Decrease 0.5%
Discount rate	(0.7)	0.7	(0.5)	0.6
Salary increase rate	0.8	(0.7)	0.6	(0.5)

## 17. Share capital

On 24 February 2021, the Extraordinary General Meeting of the Company's shareholders passed the resolutions approving an increase in the registered share capital of Baht 16.25 million, from Baht 154.33 million (617.31 million ordinary shares of Baht 0.25 each) to Baht 170.58 million (682.31 million ordinary shares of Baht 0.25 each) by issuing and allocating 65 million registered ordinary shares of Baht 0.25 per share for offering to investors on a private placement basis at the offering price of Baht 0.99 each or a total of Baht 64.35 million. The Company received payment for such shares and registered the increase in the share capital with the Ministry of Commerce on 10 March 2021.

## 18. Statutory reserve

Pursuant to Section 116 of the Public Limited Companies Act B.E. 2535, the Company is required to set aside a statutory reserve at least 5 percent of its net profit after deducting accumulated deficit brought forward (if any), until the reserve reaches 10 percent of the registered capital. The statutory reserve is not available for dividend distribution.

## 19. Finance cost

 (Unit: Thousand Baht)

 2022
 2021

 Interest expenses on borrowings
 3,530
 1,933

 Interest expenses on lease liabilities
 14,172
 11,808

 Total
 17,702
 13,741

## 20. Expenses by nature

Significant expenses classified by nature are as follows:

	(Unit: Thousand Baht	
	<u>2022</u>	<u>2021</u>
Salaries and wages and other employee benefits	179,584	136,284
Subcontract services	52,881	46,066
Depreciation and amortisation	91,380	76,730
Insurance expenses	23,906	22,219
Fuel expenses	163,060	108,833
Motor vehicles expenses	40,043	29,438

#### 21. Income tax

Income tax expenses for the years ended 31 December 2022 and 2021 are made up as follows:

	(Unit: Thousand Bah	
	<u>2022</u>	<u>2021</u>
Current income tax:		
Current income tax charge	-	204
Adjustment in respect of income tax of previous year	-	41
Deferred tax:		
Relating to origination and reversal of temporary differences	7,262	6,827
Income tax expenses reported in the statement of		
comprehensive income	7,262	7,072

The amounts of income tax relating to each component of other comprehensive income for the years ended 31 December 2022 and 2021 are as follows:

	(Unit: Thousand Bal	
	2022	<u>2021</u>
Deferred tax relating to actuarial gain		157

The reconciliation between accounting profit and income tax expense is shown below.

(Unit: Thousand Baht) 2022 2021 Accounting profit before tax 36,437 40,190 20% 20% Applicable tax rate Accounting profit before tax multiplied by applicable tax rate 8,038 7,287 41 Adjustment in respect of income tax of previous year Effects of: Non-deductible expenses 250 169 Additional expenses deductions allowed (275)(936)Exemption of income (240)Total (25)(1,007)Income tax expenses reported in the statement of 7,262 7,072 comprehensive income

The components of deferred tax assets and deferred tax liabilities are as follows:

(Unit: Thousand Baht)

	(Onit. Thousand Dani	
	<u>2022</u>	<u>2021</u>
Deferred tax assets		
Provision for long-term employee benefits	2,738	2,277
Allowance for expected credit losses	622	632
Unused tax loss	1,979	-
Total	5,339	2,909
Deferred tax liabilities		
Accumulated depreciation - transportation vehicles	37,897	34,248
Lease liabilities	15,635	9,592
Total	53,532	43,840
Deferred tax liabilities - net	48,193	40,931

## 22. Earnings per share

Basic earnings per share is calculated by dividing profit for the year (excluding other comprehensive income) by the weighted average number of ordinary shares in issue during the year.

The following table sets forth the computation of basic and diluted earnings per share:

	Profit for the year		Profit for the year number of ordinary shares		Earnings per share	
	2022	2021	2022	2021	2022	2021
	(Thousand	(Thousand	(Thousand	(Thousand	(Baht)	(Baht)
	Baht)	Baht)	Shares)	Shares)		
Basic earnings per share	29,175	33,118	682,310	670,556	0.043	0.049

## 23. Segment information

Operating segment information is reported in a manner consistent with the internal reports that are regularly reviewed by the chief operating decision maker in order to make decisions about the allocation of resources to the segment and assess its performance. The chief operating decision maker has been identified as the Company's Managing Director.

The Company's principal operating segment is transport services. Its operations are carried on only in Thailand. Segment performance is measured based on operating profit or loss, on a basis consistent with that used to measure operating profit or loss in the financial statements. As a result, all of the revenues, operating profits and assets as reflected in these financial statements pertain exclusively to the aforementioned reportable operating segment and geographical area.

For the year 2022, the Company has revenue from one major customer in amount of Baht 66 million, arising from sales by transport service segment (2021: the Company has no major customer with revenue of 10 percent or more of the Company's revenues).

#### 24. Provident fund

The Company and its employees have jointly established a provident fund in accordance with the Provident Fund Act B.E. 2530. Both employees and the Company contribute to the fund monthly at the rate of 4 percent of basic salary (2021: 3 percent of basic salary). The fund, which is managed by K Master Pooled Fund, will be paid to employees upon termination in accordance with the fund rules. The contributions for the year 2022 amounting to approximately Baht 1.7 million (2021: Baht 1.2 million) were recognised as expenses.

#### 25. Dividend

Dividends declared in 2022 and 2021 consisted of the followings:

Dividends	Approved by	Total dividends	Dividend per share
		(Million Baht)	(Baht)
Final dividend for year 2021	Annual General Meeting of the		
	shareholders on 1 April 2022	20.5	0.03
Final dividend for year 2020	Annual General Meeting of the		
	shareholders on 1 April 2021	20.5	0.03

## 26. Bank guarantee

As at 31 December 2022, there were outstanding bank guarantees of approximately Baht 24 million (2021: Baht 12.5 million) issued by banks on behalf of the Company as required in the normal course of business.

#### 27. Financial instruments

## 27.1 Financial risk management objectives and policies

The Company's financial instruments principally comprise cash and cash equivalents, trade and other receivables, bank overdrafts and short-term loans from financial institutions, trade and other payables, long-term loans and lease liabilities. The financial risks associated with these financial instruments and how they are managed is described below.

#### Credit risk

The Company is exposed to credit risk primarily with respect to trade receivables, and cash deposits with banks. The maximum exposure to credit risk is limited to the carrying amounts as stated in the statement of financial position.

#### Trade receivables

The Company manages the risk by adopting appropriate credit control policies and procedures. Outstanding trade receivables are regularly monitored, therefore does not expect to incur material financial losses. In addition, the Company does not have high concentrations of credit risk since it has a large customer base in various industries.

At each reporting date, the Company determines expected credit losses based on days past due for groupings of various customer segments with similar credit risks.

## Cash deposits

The Company's credit risk associated with cash deposits is low because the Company's policy is that credit limits assigned to each counterparty are to be determined and approved by the Company's Board of Directors and the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

#### Market risk

#### Interest rate risk

The Company's exposure to interest rate risk relates primarily to its long-term loans and leases. Most of the Company's financial assets and liabilities bear floating interest rates or fixed interest rates which are close to the market rate.

The following table demonstrates the sensitivity of the Company's profit before tax for the year to a reasonably possible change in interest rates on that portion of floating rate of loans from bank affected as at 31 December 2022 and 2021 and all other variables remain constant over one year.

(Unit: Thousand Baht)

	(Offic. Thousand Dant)			
	Interest rates of loans from bank			
	Increa	Increase 1%		ase 1%
	2022	2022 2021		2021
Increase (decrease) in profit before tax	(335)	(288)	335	288

## Liquidity risk

The Company manages the risk of liquidity through the use of bank overdrafts, bank loans and lease contracts. The Company has assessed that the risk with respect to the Company's ability to pay its debt is low. This is because the Company has access to a sufficient variety of sources of funding, and debt maturing within 12 months can be rolled over with existing lenders.

The table below summarises the maturity profile of the Company's non-derivative financial liabilities as at 31 December 2022 and 2021 based on contractual undiscounted cash flows:

(Unit: Thousand Baht)

	As at 31 December 2022			
	Less than	1 to 5		
	1 year	years	Total	
Bank overdraft and short-term loans				
from financial institutions	66,780	-	66,780	
Trade and other payables	46,516	-	46,516	
Long-term loans	10,918	24,038	34,956	
Lease liabilities	142,980	347,094	490,074	
Total	267,194	371,132	638,326	

(Unit: Thousand Baht)

	As at 31 December 2021				
	Less than	1 to 5			
	1 yearyears		Total		
Bank Overdrafts	15,783	-	15,783		
Trade and other payables	44,202	-	44,202		
Long-term loans	14,186	30,965	45,151		
Lease liabilities	156,968	314,766	471,734		
Total	231,139	345,731	576,870		

#### 27.2 Fair values of financial instruments

Since the majority of the Company's financial instruments are short-term in nature or carrying interest at rates closed to the market rate, their fair value is not expected to be materially different from the amounts presented in statement of financial position.

## 28. Capital management

The primary objective of the Company's capital management is to ensure that it has appropriate capital structure in order to support its business and maximise shareholder value. As at 31 December 2022, the Company's debt-to-equity ratio was 1.33:1 (2021: 1.22:1).

## 29. Events after the reporting period

On 21 February 2023, a meeting of the Company's Board of Directors passed a resolution to propose that the Annual General Meeting of the Shareholders adopt the following resolutions:

- 1) To allocate Baht 1.5 million of profit for the year 2022 to the Company's legal reserve.
- 2) To pay a dividend of Baht 0.03 per share, or a total of approximately Baht 20.5 million, to the shareholders in respect of the 2022 earnings.

## 30. Approval of financial statements

These financial statements were authorised for issue by the Company's Board of Directors on 21 February 2023.

# Section 4 Certified the accuracy of the information.

# หนังสือรับรองงบการเงิน

งบการเงินของบริษัท <u>เอทีพี 30 จำกัด (มหาชน)</u>	
สำหรับรอบระยะเวลาบัญชีสิ้นสุควันที่ 31 ธันวาคม 2565	
ชื่อผู้สอบบัญชี นายปรีชา อรุณนารา สังกัดสำนักงาน บริษัท สำนักงาน อีวาย จำกัด	

บริษัทได้สอบทานข้อมูลในงบการเงินนี้แล้วด้วยความระมัดระวัง บริษัทขอรับรองว่า

- (1) งบการเงินนี้ ได้แสดงข้อมูลอย่างถูกต้องครบถ้วนในสาระสำคัญเกี่ยวกับ ฐานะการเงิน ผลการคำเนินงาน และกระแสเงินสดของบริษัทและบริษัทย่อยแล้ว
- (2) บริษัทได้จัดให้บริษัทมีระบบการเปิดเผยข้อมูลที่ดี เพื่อให้แน่ใจว่าบริษัทได้เปิดเผยข้อมูลในส่วนที่ เป็นสาระสำคัญทั้งของบริษัทและบริษัทย่อยอย่างถูกต้องครบถ้วนแล้ว รวมทั้งควบคุมดูแลให้มีการปฏิบัติ ตามระบบดังกล่าว
- (3) บริษัทได้จัดให้บริษัทมีระบบการควบคุมภายในที่ดี และควบคุมดูแลให้มีการปฏิบัติ ตามระบบดังกล่าว และบริษัทได้แจ้งข้อมูลการประเมินระบบการควบคุมภายใน ณ วันที่ 31 ธันวาคม 2565 ต่อ ผู้สอบบัญชีและกรรมการตรวจสอบของบริษัทแล้ว ซึ่งครอบคลุมถึงข้อบกพร่องและการเปลี่ยนแปลง ที่สำคัญของระบบการควบคุมภายใน รวมทั้งการกระทำที่มิชอบที่อาจมีผลกระทบต่อการจัดทำรายงาน ทางการเงินของบริษัทและบริษัทย่อย

	ชื่อ	ตำแหน่ง	ลายมือชื่อ*
1.	คร.วิวัฒน์ กรมคิษฐ์	รองประธานกรรมการ	ATP
2.	นายปียะ เตชากูล	กรรมการผู้จัดการ	PUBLIC COMPANY LIMITED

<u>หมายเหตุ</u> มาตรา 89/20 \*\* แห่งพระราชบัญญัติหลักทรัพย์และตลาดหลักทรัพย์ พ.ศ. 2535 ซึ่ง แก้ไขเพิ่มเติม โดยพระราชบัญญัติหลักทรัพย์และตลาดหลักทรัพย์ (ฉบับที่ 4) พ.ศ. 2551 กำหนดให้กรรมการ และผู้บริหารต้องร่วมกันรับผิดต่อบุคคลที่ซื้อขายหลักทรัพย์ของบริษัทในความเสียหายใด ๆ อันเกิดขึ้นเนื่องจากการเปิดเผยข้อมูลต่อผู้ถือหุ้นหรือประชาชนทั่วไป โดยแสดงข้อความที่เป็นเท็จ ในสาระสำคัญหรือปกปิดข้อความจริงที่ควรบอกให้แจ้งในสาระสำคัญในกรณีของงบการเงินและรายงาน เกี่ยวกับฐานะการเงินและผลการคำเนินงานของบริษัทหรือรายงานอื่นใดที่ต้องเปิดเผยตามมาตรา 56 หรือมาตรา 199 โดยมิได้จำกัดความรับผิดไว้เฉพาะกรรมการและผู้บริหารที่ลงลายมือชื่อรับรองความถูกต้อง ของข้อมูลในเอกสารดังกล่าวเท่านั้น อย่างไรก็ดี กรรมการหรือผู้บริหารซึ่งสามารถพิสูจน์ได้ว่าโดยตำแหน่ง

หน้าที่ตนไม่อาจล่วงรู้ถึงความแท้จริงของข้อมูลหรือการขาดข้อมูลที่ควรต้องแจ้งนั้น ย่อมไม่มีความรับผิด ตามมาตรา 89/20"

# <u>หมายเหตุ</u>

- \* พร้อมประทับตราบริษัท (ถ้ามี)
- \*\* ใช้บังคับกับบริษัทที่อยู่ภายใต้บังคับของหมวด 3/1 แห่งพระราชบัญญัติหลักทรัพย์และ ตลาดหลักทรัพย์ พ.ศ. 2535 ซึ่งแก้ไขเพิ่มเติมโดยพระราชบัญญัติหลักทรัพย์และตลาดหลักทรัพย์ (ฉบับที่ 4) พ.ศ. 255 แท่านั้น

#### Attachment 1

## Information of the Board of Directors, Executives, Controlling Persons and Company Secretary

#### Mr. Chartchai Panichewa Age 61 years

Chairman of the Board of Directors/ Executive Committee/ Nomination and Remuneration Committee

The Date of first appointment as chairman: 20 October 2005

#### Education

Master of International Trading and Marketing Faculty of Business Economics ,San Francisco University, California, U.S.A.

Bachelor of Banking Faculty of Business Economics ,San Francisco University, California, U.S.A.

#### Training course

Executive Development Training Program by the Royal Thai Police /2019

TME program Class 2, TAT Academy / 2018

Business Revolution and Innovation Network Class 1 (BRAIN 1) The Federation of Thai Industries / 2017

Top Executive Program in Urban Leader Class 1 (Urban Leader 1) Navamindradhiraj University / 2016

Top Executive Program in Urban Green Development Class 3 (Mahanakorn 3) Navamindradhiraj University / 2014

Top Executive Program in Commerce and Trade (TEPCoT) Class 6 Commerce Academy / 2013

Advanced Security Management Program Class 3 National Defence College of Thailand / 2012

Thailand Insurance Leadership Program Class 2 Office of Insurance Commission (OIC)

Top Executive Program, Capital Market Academy Class 13 (CMA.13) Capital Market Academy

Diploma, National Defence College, The National Defence Course Class 2009

#### Course of Thai Institute of Directors (IOD)

Certificate of Director Accreditation Program (DAP) #9/ 2004

#### Training course 2022

Corporate Governance Program for Insurance Companies (CIC) Class 2/2022 by Thai Institute of Directors Association /2022

## Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 5 companies

2018 - Present the Nomination and Remuneration Committee ATP 3	30 Public Co., Ltd.
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2005 - Present Chairman of the Board of Director/Executive Committee ATP 30 Public Co., Ltd.

2008 - Present Chairman Chewathai Public Co., Ltd.

2007 - Present Director TTL Industrial Public Co., Ltd.

2005 - Present Chairman Thai Sri Insurance Public Co., Ltd.

1994 - Present Director / Executive Committee Cathay List Plan Public Co., Ltd.

#### Holding a Director's Position in other companies / businesses: 16 companies

2015 - Present Director Kah Piboon Co., Ltd.

2014 - Present Director Amata transport Co., Ltd.

Mr. Chartchai Panichewa Age 61 years

Chairman of the Board of Directors/ Executive Committee/ Nomination and Remuneration Committee

#### The Date of first appointment as chairman: 20 October 2005

2014 - Present	Director Toon Piboon Co., Ltd.
2013 - Present	Director DT&G Co., Ltd.
0040 D	Director Obougethei Interehone

2013 - Present Director Chewathai Interchange Co., Ltd.

2011 - Present Chairman / Chairman Executive Committee Global Environmental Technology Co., Ltd.

2008 - Present Vice Chairman /Vice Chairman Executive Committee Bangkok Crystal Co., Ltd.

2008 - Present Director Chewathai Hub Soon Co., Ltd.

2007 - Present Director Paragon car rental Co., Ltd.

2006 - Present Director Pailux Co., Ltd.

2005 - Present Director Kromadit Park Co., Ltd.

2004 - Present Director Amata Petroleum Co., Ltd.

2002 - Present Director Chang Island Resort Co., Ltd.

1997 - Present Director Chart Cheewa Co., Ltd.

1993 - Present Director Sima Thanee Co., Ltd.

1986 - Present Director Piboon Business Co., Ltd.

Proportion of shares in the Company as of January 01,2023:

Personally: 13.63% (92,981,250 shares)

Spouse and miner children: 5.57% (38,010,000 shares)

Family relationship among Executive: Spouse of Ms. Somhatai Panichewa

Mr. Viwat Kromadit, Ph.D.

Age 60 years

Deputy Chairman of the Board of Directors/ Executive Committee/ Business Consultant

The date of director appointed: 20 October 2005

#### Education

Doctoral Degree Public Administration College of Innovation Management Rajamangala University of Technology

Rattankosin

Master of Business Administration of Executive Sasin Graduate Institute of Business Administration, Chulalongkorn

University

Bachelor of Industrial Science King Mongkut's University of North Bangkok

#### Training course

Top Executive Program in Commerce and Trade (TEPCoT) 13/2020

Advance Security Management Program #11/2019 Security Management Foundation

Chief Executive Program #9/2017 Thailand Energy Academy

#### Deputy Chairman of the Board of Directors/ Executive Committee/ Business Consultant

The date of director appointed: 20 October 2005

Chief Executive Program #25/2017 Capital Market Academy

Advance Insurance (Thailand Leadership Program) Office of Insurance Commission

Course of Thai Institute of Directors (IOD)

Certificate of Director Accreditation Program (DAP) #110/2014

Training course 2022

Security Management Course for Senior Executives (SML SML), Class 3, National Defense College Association

under the royal patronage

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 2 companies

2005 - Present Deputy Chairman of the Board / Advisor / Executive Committee ATP 30 Public Co., Ltd.

2019 - Present Senior Director and Acting Chief Engineering Officer Amata Corporation Public Co., Ltd.

Holding a Director's Position in other companies / businesses: 2 companies

2016 - Present Director Amata Network Co., Ltd.

2004 - Present Director Amata Petroleum Co., Ltd.

Proportion of shares in the Company as of January 01,2023:

Personally: 6.27% (42,750,000 shares)

Spouse and miner children: None

Family relationship among Executive: Brother of Mrs. Somhatai Panichewa, who the Spouse of Mr. Chartchai Panichewa

Mr. Piya Techakul Age 56 years

Director/ Chairman of Executive Committee (CEO)/ Managing Director (MD)/ Risk Management

Committee/ Corporate Governance Committee

The date of director appointed: 20 October 2005

#### Education

Master of Public Administration National Institute of Development Administration

Bachelor of Engineering (Chemical Engineering) Chulalongkorn University

#### Training course

Advance Master Management Program #2/2018 National Institute of Development Administration

#### Course of Thai Institute of Directors (IOD)

Certificate of Director Accreditation Program (DAP) #110/2014

#### Training course 2022

Training and seminar activities of the Stock Exchange of Thailand

#### Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

2021 - Present Corporate Governance Committee ATP 30 Public Co., Ltd.

2014 - Present Risk Management Committee ATP 30 Public Co., Ltd.

2005 - Present Director / Chairman of the Executive Committee / Managing Director ATP 30 Public Co., Ltd.

#### Holding a Director's Position in other companies / businesses: 1 companies

2004 - Present Director Gas and Gear Solution Co., Ltd.

Proportion of shares in the Company as of January 01,2023:

Personally: 8.07% (55,050,000 shares)

Spouse and miner children: 6.21% (42,380,494 shares)

Family relationship among Executive: None

#### Mrs. Somhatai Panichewa / Originally name-surname: Somhatai Kromadit

Age 56 years

#### Director

#### The date of director appointed: 20 December 2015

#### Education

Master of Commerce and Accounting Sasin Graduate Institute of Business Administration, Chulalongkorn University

Bachelor of Education (Business Administration) Chulalongkorn University

#### Training course

#### Course of Thai Institute of Directors (IOD)

Certificate of Director Certification Program (DCP) #104/2008

#### Training course 2022

Training and seminar activities of the Stock Exchange of Thailand

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 3 companies

Director

#### The date of director appointed: 20 December 2015

2013 - Present Director ATP 30 Public Co., Ltd.

2012 - Present Director President Amata VN Public Co., Ltd.

2008 - Present Director Chewathai Public Co., Ltd.

#### Holding a Director's Position in other companies / businesses: 13 companies

2018 - Present Chairman of the Board Amata City Ha Long Joint Stock Company

2018 - Present Chairman of the Board Amata Asia (Myanmar) Limited

2017 - Present Director Thai Listed Company Association

2017 - Present Director and Member of Back Door Listing working group The Stock Exchange of Thailand

2016 - Present Director Amata Holding Co., Ltd.

2016 - Present Chairman of the Board Amata Township Long Thanh Joint Stock Company

2015 - Present Chairman of the Board Amata City Long Thanh Joint Stock Company

2014 - Present Director Chewathai Interchange Co., Ltd.

2012 - Present Chairman of the Board Amata (Vietnam) Joint Stock Company

2011 - Present Director Global Environmental Technology Co., Ltd.

2008 - Present Chairman of the Board Amata Asia Limited

2005 - Present Director Chart Chewa Co., Ltd.

2004 - Present Director Amata (Vietnam) Joint Stock Company

1996 - Present Deputy Chairman of Board Amata Foundation

## Proportion of shares in the Company as of January 01,2023:

Personally: 1.39% (9,450,000 shares)

Spouse and miner children: 17.81% (121,541,250 shares)

Family relationship among Executive: Spouse of Mr. Chartchai Panichewa and sister of Mr. Viwat Kromadit, PhD.

Mrs. Suwanee Khamman / Originally name-surname: Suwanee Mathitano

Independent Director/ Chairman of Audit Committee

The date of director appointed: 25 December 2015

#### Education

Master of Medicine, Community Development Queensland University, Australia

Bachelor of Commerce and Accounting Chulalongkorn University

#### Training course

National Defense College Course, Year 2005 by Ministry of Defense

Capital Market Academy Institute Course (CMA 15) by the Stock Exchange of Thailand

Leadership in Leader by Harvard university US

Course of Thai Institute of Directors (IOD)

Certificate of Director Certification Program (DCP) #118/2009

Certificate of Advance Audit Committee Program (AACP) #27/2009

#### Training course 2022

-None-

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

2013 - Present Director / Independent Director / Chairman of Audit Committee ATP 30 Public Co., Ltd.

Holding a Director's Position in other companies / businesses: 3 companies

2020 - Present Advisor of Minister of Ministry of Higher Education, Science, Research, and Innovation

2018 - Present Director Rajamangala University of Technology Isan

2014 - Present Director Office of the National Economic and Social Development Council

Proportion of shares in the Company as of January 01,2023:

Personally: None

Spouse and miner children: None

Family relationship among Executive: None

## Mr. Kumchai Boonjirachot / Originally name-surname: Tanapol Boonjirachot

Age 61 years

Independent Director/ Audit Committee/ Chairman of Nomination and Remuneration Committee

The date of director appointed: 25 December 2015

#### Education

Master of Laws Ramkhamhaeng University

Bachelor of Laws Ramkhamhaeng University

#### Training course

Course of Thai Institute of Directors (IOD)

Certificate of Director Accreditation Program (DAP) #110/2014

Age 69 years

Mr. Kumchai Boonjirachot / Originally name-surname: Tanapol Boonjirachot

Age 61 years

Independent Director/ Audit Committee/ Chairman of Nomination and Remuneration Committee

The date of director appointed: 25 December 2015

Training course 2022

-None-

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

2018 - Present

Chairman of the Nomination and Remuneration Committee ATP 30 Public Co., Ltd

2013 - Present

Director / Independent Director / Audit Committee ATP 30 Public Co., Ltd

Holding a Director's Position in other companies / businesses: 1 company

1986 - Present

Head Officer Nitiphol Laws Office

Proportion of shares in the Company as of January 01,2023:

Personally: None

Spouse and miner children: None

Family relationship among Executive: Brother of Ms. Pattamaporn Prasartketkarn

## Mr. Prasert Akkaraprathomphong

Age 57 years

Independent Director / Audit Committee/ Nomination and Remuneration Committee/

Chairman of Risk Management Committee/Chairman of Corporate Governance Committee

Date of first appointment as a director: 25 February 2020

#### Education

Master of Engineering Management Keio University, Japan

Bachelor of Industrial Engineering Chulalongkorn University

#### Training course

Certificate in Enterprise Risk Management (ERM) / Business Continuity Management (BCM)

Diploma Senior Executive Seminar Project by Chulalongkorn University (CU Executive Forum)

Course of Thai Institute of Directors (IOD)

Certificate of Director Accreditation Program (DAP) #171/2020

#### Training course 2022

Governance and Risk Management Integrated with Strategy and Performance for Educational Institutions: Turning Risks into

Opportunities by the Institute of Brainstorming

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 2 companies

2021 - Present Chairman of Corporate Governance Committee ATP 30 Public Co., Ltd.

#### Mr. Prasert Akkaraprathomphong

Age 57 years

Independent Director / Audit Committee/ Nomination and Remuneration Committee/

Chairman of Risk Management Committee/Chairman of Corporate Governance Committee

Date of first appointment as a director: 25 February 2020

2020 - Present Director / Independent Director / Audit Committee / Nomination and Remuneration Committee /

Chairman of Risk Management Committee ATP 30 Public Co., Ltd.

2018 - Present Risk Management Committee of MCOT Public Co., Ltd.

Holding a Director's Position in other companies / businesses: 4 companies

2020 - Present Risk Management Subcommittee of Thailand Science Research and Innovation (TSRI)

2019 - Present Risk Management Subcommittee of Digital Government Development Agency (Public Organization)

(DGA)

2016 - Present Executive Director of Chulalongkorn University Printing House

2015 - Present Member of the Strategy and Risk Management Subcommittee of National Astronomical Research

Institute of Thailand (Public Organization) (NARIT)

Proportion of shares in the Company as of January 01,2023:

Personally: None

Spouse and miner children: None

Family relationship among Executive: None

## Mr. Tanin Hirunpunthaporn

Age 48 years

Director/ Risk Management Committee/ Corporate Governance Committee

The date of director appointed: 01 April 2021

#### Education

Bachelor of Faculty of Political Science, Chulalongkorn University

#### Training course

Certificate of Training Leadership Development Program-Toyota Tsusho Human Resource Development Department / 2020

Certificate of Completion Business Strategy & People Management by the College of Management Mahidol University / 2018

Certificate of Completion Business Strategies Model Program by the College of Management Mahidol / 2017

Certificate of Training Regional Advance Management Program-Toyota Tsusho Human Resource Development Department /

2016

Course of Thai Institute of Directors (IOD)

-None-

Training course 2022

-None -

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

Mr. Tanin Hirunpunthaporn

Age 48 years

Director/ Risk Management Committee/ Corporate Governance Committee

The date of director appointed: 01 April 2021

2021 - Present Director / Risk Management Committee / Corporate Governance Committee ATP 30 Public Co., Ltd.

Holding a Director's Position in other companies / businesses: 2 companies

2020 - Present Deputy Chairman of the Board Toyota Tsusho (Thailand) Co., Ltd.

2018 - Present Director Auto Parts Online (Thailand) Co., Ltd.

Proportion of shares in the Company as of January 01,2023:

Personally: None

Spouse and miner children: None

Family relationship among Executive: None

Ms. Nichanan Rattanakate / Originally name-surname : Ms. Nipaporn Rattanakate

Age 51 years

Assistant Managing Director (Operating) / Risk Management Committee

Education

Master of Business Administration Ramkhamheng University

Bachelor of Business Administration Ramkhamheng University

Training course 2022

Training and seminar activities of the Stock Exchange of Thailand

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

2016 - Present Assistant Managing Director (Operating) ATP 30 Public Co., Ltd.

2014 - Present Risk Management Committee ATP 30 Public Co., Ltd.

Holding a Director's Position in other companies / businesses: 1 company

2007 - Present Director NPR Trans Tour Co., Ltd.

Pas work experience

2005 - 2016 Operating Manager ATP 30 Public Co., Ltd.

Proportion of shares in the Company as of January 01,2023:

Personally: 0.08% (570,625 shares)
Spouse and miner children: None

Family relationship among Executive: None

Ms. Chotiga Weerasilp / Originally name-surname: Jintana Weerasilp

Age 39 years

**Financial Controller** 

Education

Master of Accoountancy (M.Acc) Burapha University

Bachelor of Accounting Bangkok University

Training course

The New CFO Course

**CFO Refresher Course** 

Basic knowledge for the investor relations profession

Training and seminar activities of the Stock Exchange of Thailand

Training course 2022

Training and seminar activities of the Stock Exchange of Thailand

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

2014 - Present Financial Controller ATP 30 Public Co., Ltd.

Holding a Director's Position in other companies / businesses: None

Pas work experience

2006 - 2014 Senior Assistant to the Auditor EY Office Public Co., Ltd.

Proportion of shares in the Company as of January 01,2023:

Personally: None

Spouse and miner children: None

Family relationship among Executive: None

## Mr. Atimet Chatwarechot / Originally name-surname: Winai Poompit

Age 44 years

#### Senior Operating Manager

Education

Bachelor of Business Administration Rajabhat Institute Nakornsawan

Training course 2022

Training and seminar activities of the Stock Exchange of Thailand

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

2019 - Present Senior Operating Manager ATP 30 Public Co., Ltd.

Holding a Director's Position in other companies / businesses: None

Pas work experience

2016 - 2018 Operating Manager ATP 30 Public Co., Ltd.

2010 - 2016 Assistant Operating Manager ATP 30 Public Co., Ltd.

Proportion of shares in the Company as of January 01,2023:

Mr. Atimet Chatwarechot / Originally name-surname: Winai Poompit

Age 44 years

Senior Operating Manager

Personally: 0.02% (153,000 shares) Spouse and miner children: None

Family relationship among Executive: None

#### Ms. Pattamaporn Prasartketkarn

Age 47 years

Quality Assurance Manager/ Risk Management Committee Member/

Secretary of the Risk Management Committee

#### Education

Master of Business Administration (Industrial Management) Ramkhumheng University

Bachelor of Fine Arts (English) Prince of Songklanakarin University

#### Training course

Safety Officer Management Level

Occupational Safety, Health and Environment Committee of the Establishment

#### Training course 2022

Training and seminar activities of the Stock Exchange of Thailand

## Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

2018 - Present Risk Management Committee / Secretary of Risk Management Committee ATP 30 Public Co., Ltd.

2016 - Present Quality Assurance Manager ATP 30 Public Co., Ltd.

Holding a Director's Position in other companies / businesses: None

#### Pas work experience

2002 - 2016 Quality management representative Phillip Electronics (Thailand) Co., Ltd.

#### Proportion of shares in the Company as of January 01,2023:

Personally: 0.02% (104,650 shares)

Spouse and miner children: None

Family relationship among Executive: Sister of Mr. Kumchai Boonjirachot

## Ms. Kulwarin Pathompichayasith / Originally name-surname: Nattaporn Nuchprapa

Age 42 years

#### **Operating Manager**

## Education

Master of Business Administration Ramkhumheng University

Bachelor of law Ramkhumheng University

#### Training course

Ms. Kulwarin Pathompichayasith / Originally name-surname: Nattaporn Nuchprapa

Age 42 years

**Operating Manager** 

Training course 2022

Occupational Safety, Health and Environment Committee Program

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

2021 - Present Operating Manager ATP 30 Public Co., Ltd.

Holding a Director's Position in other companies / businesses: None

Pas work experience

2015 – 2021 Assistant Operating Manager ATP 30 Public Co., Ltd.

2006 - 2014 Head of department Kasikorn thai Bank

Proportion of shares in the Company as of January 01,2023:

Personally: None

Spouse and miner children: None

Family relationship among Executive: None

Ms. Oonin Inchareonsuk / Originally name-surname: Ampapron Monpromma

Age 36 years

Accounting Manager (Promoted 1/05/2022)

Education

Bachelor of Business Administration (Accounting) Faculty of Business Administration and Information Technology,

Rajamangala University of Technology Tawan-ok

Training course 2022

Training and seminar activities of the Stock Exchange of Thailand and the Revenue Department

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

-None-

Holding a Director's Position in other companies / businesses: None

Pas work experience

2011-2022 Accountant/ Chief Accountant/ Accounting Assistant

2022 - Present Accounting manager

Proportion of shares in the Company as of January 01,2023:

Personally: 0.03% (200,000 shares)

Spouse and miner children: 0.34% (713,000 Shares)

Family relationship among Executive: None

Mrs. Sukarnda Puttaraksar / Originally name-surname: Sukarnda Kittitanon

Age 46 years

Company Secretary / Secretary of Audit Committee

Education

Master of Business Administration College of Commerce Burapha University

Bachelor of Humanities Rajabhat Institute Suan Sunandha

Training course

Basic Company Secretary Training 2016

Preparing for the 2019 Sustainability Assessment, Class 5

Training course 2022

Training and seminar activities of the Stock Exchange of Thailand

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 company

2016 - Present Company Secretary / Secretary of Audit Committee ATP 30 Public Co., Ltd.

Holding a Director's Position in other companies / businesses: None

Pas work experience

2011 - 2015 Building Manager Quality Property Management Co., Ltd.

Proportion of shares in the Company as of January 01,2023:

Personally: None

Spouse and miner children: None

Family relationship among Executive: None

(More detail of business ethics guide on company secretary charter)

# Information of the Director Executive Authorized Person and Company Secretary

No.	Name-Surname	ATP 30 PCL.	Related Company						
			1	2	3	4	5		
1	Mr. Chartchai Panichewa	x,5x*,3x*,1!,2!,3!,4!,x#1,2	X**	x**,^4.22	х	x**,5x*,^17.21	X**		
2	Dr. Viwat Kromadit	x*,5x*,5x**,x#1,2							
3	Mr. Piya Techakul	x***,6x*,2x*,4x*,x#1,6x**,5x,9x,2							
4	Mrs. Somhatai Panichewa	x**,x#,1!,2!,4!,2	X**						
5	Mrs. Suwanee Khamman	x***,1x,x#,2							
6	Mr. Kumchai Boonjirachot	1x*,x***,3x,x#,2							
7	Mr. Prasert Akkaraprathomphong	1x*,x***,2x,4x,3x*,x#							
8	Mr. Tanin Hirunpunthaporn	x**,x#,2x*,4x							
9	Ms. Nichanana Rattanakate	2x*,6x,6x***,2							
10	Ms. Chotiga Weerasilp	6x,9x							
11	Mr. Atimet Chartwareechote	6x,2							
12	Ms. Pattamaporn Prasartketkarn	2x*,2x**,6x,2							
13	Ms. Kulwarin Pathompichayasith	6x							
14	Ms. Oonin Inchareonsuk	6x,8x,2							
15	Mrs. Sukarnda Puttaraksar	7x,6x,8x,9x							

No.	Name-Surname	ATP 30 PCL.	Related Company					
			6	7	8	9	10	
1	Mr. Chartchai Panichewa	x,5x*,3x*,1!,2!,3!,4!,x#1,2	X**	X**	X**	x,5x	x*,5x***	
2	Dr. Viwat Kromadit	x*,5x*,5x**,x#1,2						
3	Mr. Piya Techakul	x***,6x*,2x*,4x*,x#1,6x**,5x,9x,2						
4	Mrs. Somhatai Panichewa	x**,x#,1!,2!,4!,2			X**	X**		
5	Mrs. Suwanee Khamman	x***,1x,x#,2						
6	Mr. Kumchai Boonjirachot	1x*,x***,3x,x#,2						
7	Mr. Prasert Akkaraprathomphong	1x*,x***,2x,4x,3x*,x#						
8	Mr. Tanin Hirunpunthaporn	x**,x#,2x*,4x						
9	Ms. Nichanana Rattanakate	2x*,6x,6x***,2						
10	Ms. Chotiga Weerasilp	6x,9x						
11	Mr. Atimet Chartwareechote	6x,2						
12	Ms. Pattamaporn Prasartketkarn	2x*,2x**,6x,2						
13	Ms. Kulwarin Pathompichayasith	6x						
14	Ms. Oonin Inchareonsuk	6x,8x,2						
15	Mrs. Sukarnda Puttaraksar	7x,6x,8x,9x						

No.	Name-Surname	ATP 30 PCL.	Related Company					
			11	12	13	14	15	
1	Mr. Chartchai Panichewa	x,5x*,3x*,1!,2!,3!,4!,x#1,2	X**	X**	X**	X**	X**	
2	Dr. Viwat Kromadit	x*,5x*,5x**,x#1,2						
3	Mr. Piya Techakul	x***,6x*,2x*,4x*,x#1,6x**,5x,9x,2						
4	Mrs. Somhatai Panichewa	x**,x#,1!,2!,4!,2						
5	Mrs. Suwanee Khamman	x***,1x,x#,2						
6	Mr. Kumchai Boonjirachot	1x*,x***,3x,x#,2						
7	Mr. Prasert Akkaraprathomphong	1x*,x***,2x,4x,3x*,x#						
8	Mr. Tanin Hirunpunthaporn	x**,x#,2x*,4x						
9	Ms. Nichanana Rattanakate	2x*,6x,6x***,2						
10	Ms. Chotiga Weerasilp	6x,9x						
11	Mr. Atimet Chartwareechote	6x,2						
12	Ms. Pattamaporn Prasartketkarn	2x*,2x**,6x,2						
13	Ms. Kulwarin Pathompichayasith	6x						
14	Ms. Oonin Inchareonsuk	6x,8x,2						
15	Mrs. Sukarnda Puttaraksar	7x,6x,8x,9x						

No.	Name-Surname	ATP 30 PCL.	Related Company					
			16	17	18	19	20	
1	Mr. Chartchai Panichewa	x,5x*,3x*,1!,2!,3!,4!,x#1,2	X**	5x*,^8.00	x**,^5.00	x**,^1.68	X**	
2	Dr. Viwat Kromadit	x*,5x*,5x**,x#1,2	X**					
3	Mr. Piya Techakul	x***,6x*,2x*,4x*,x#1,6x**,5x,9x,2						
4	Mrs. Somhatai Panichewa	x**,x#,1!,2!,4!,2			x**,^100.00			
5	Mrs. Suwanee Khamman	x***,1x,x#,2						
6	Mr. Kumchai Boonjirachot	1x*,x***,3x,x#,2						
7	Mr. Prasert Akkaraprathomphong	1x*,x***,2x,4x,3x*,x#						
8	Mr. Tanin Hirunpunthaporn	x**,x#,2x*,4x						
9	Ms. Nichanana Rattanakate	2x*,6x,6x***,2						
10	Ms. Chotiga Weerasilp	6x,9x						
11	Mr. Atimet Chartwareechote	6x,2						
12	Ms. Pattamaporn Prasartketkarn	2x*,2x**,6x,2						
13	Ms. Kulwarin Pathompichayasith	6x						
14	Ms. Oonin Inchareonsuk	6x,8x,2						
15	Mrs. Sukarnda Puttaraksar	7x,6x,8x,9x						

No.	Name-Surname	ATP 30 PCL.	Related Company					
			21	22	23	24	25	
1	Mr. Chartchai Panichewa	x,5x*,3x*,1!,2!,3!,4!,x#1,2						
2	Dr. Viwat Kromadit	x*,5x*,5x**,x#1,2	5x****	X**				
3	Mr. Piya Techakul	x***,6x*,2x*,4x*,x#1,6x**,5x,9x,2			x**,^47.25			
4	Mrs. Somhatai Panichewa	x**,x#,1!,2!,4!,2				x**,6x*^0.30	X**	
5	Mrs. Suwanee Khamman	x***,1x,x#,2						
6	Mr. Kumchai Boonjirachot	1x*,x***,3x,x#,2						
7	Mr. Prasert Akkaraprathomphong	1x*,x***,2x,4x,3x*,x#						
8	Mr. Tanin Hirunpunthaporn	x**,x#,2x*,4x						
9	Ms. Nichanana Rattanakate	2x*,6x,6x***,2						
10	Ms. Chotiga Weerasilp	6x,9x						
11	Mr. Atimet Chartwareechote	6x,2						
12	Ms. Pattamaporn Prasartketkarn	2x*,2x**,6x,2						
13	Ms. Kulwarin Pathompichayasith	6x						
14	Ms. Oonin Inchareonsuk	6x,8x,2						
15	Mrs. Sukarnda Puttaraksar	7x,6x,8x,9x						

No.	Name-Surname ATP 3	ATP 30 PCL.	ATP 30 PCL.			Related Company			
			26	27	28	29	30		
1	Mr. Chartchai Panichewa	x,5x*,3x*,1!,2!,3!,4!,x#1,2							
2	Dr. Viwat Kromadit	x*,5x*,5x**,x#1,2							
3	Mr. Piya Techakul	x***,6x*,2x*,4x*,x#1,6x**,5x,9x,2							
4	Mrs. Somhatai Panichewa	x**,x#,1!,2!,4!,2	Х	X**	x^3.00	x^5.00	х		
5	Mrs. Suwanee Khamman	x***,1x,x#,2							
6	Mr. Kumchai Boonjirachot	1x*,x***,3x,x#,2							
7	Mr. Prasert Akkaraprathomphong	1x*,x***,2x,4x,3x*,x#							
8	Mr. Tanin Hirunpunthaporn	x**,x#,2x*,4x							
9	Ms. Nichanana Rattanakate	2x*,6x,6x***,2							
10	Ms. Chotiga Weerasilp	6x,9x							
11	Mr. Atimet Chartwareechote	6x,2							
12	Ms. Pattamaporn Prasartketkarn	2x*,2x**,6x,2							
13	Ms. Kulwarin Pathompichayasith	6x							
14	Ms. Oonin Inchareonsuk	6x,8x,2							
15	Mrs. Sukarnda Puttaraksar	7x,6x,8x,9x							

No.	No. Name-Surname ATP 30		Related Company				
			31	32	33	34	35
1	Mr. Chartchai Panichewa	x,5x*,3x*,1!,2!,3!,4!,x#1,2					
2	Dr. Viwat Kromadit	x*,5x*,5x**,x#1,2					
3	Mr. Piya Techakul	x***,6x*,2x*,4x*,x#1,6x**,5x,9x,2					
4	Mrs. Somhatai Panichewa	x**,x#,1!,2!,4!,2	x^3.00				
5	Mrs. Suwanee Khamman	x***,1x,x#,2					
6	Mr. Kumchai Boonjirachot	1x*,x***,3x,x#,2					
7	Mr. Prasert Akkaraprathomphong	1x*,x***,2x,4x,3x*,x#		2x*			
8	Mr. Tanin Hirunpunthaporn	x**,x#,2x*,4x			X*	X**	
9	Ms. Nichanana Rattanakate	2x*,6x,6x***,2					X**,^99.94
10	Ms. Chotiga Weerasilp	6x,9x					
11	Mr. Atimet Chartwareechote	6x,2					
12	Ms. Pattamaporn Prasartketkarn	2x*,2x**,6x,2					
13	Ms. Kulwarin Pathompichayasith	6x					
14	Ms. Oonin Inchareonsuk	6x,8x,2					
15	Mrs. Sukarnda Puttaraksar	7x,6x,8x,9x					

#### Note:

- 1. x: Chairman of the Board of Directors, x\* Vice Chairman, x\*\* Director, x\*\*\* Independent Director, x# Non-Executive Director, x#1 Authorized Director 1x Chairman of the Audit Committee, 1x\* Member of the Audit Committee,
  - 2x Chairman of the Risk Management Committee, 2x\* Member of the Risk Management Committee, 2x\*\* Secretary of the Risk Management Committee
  - 3x Chairman of the Nomination and Remuneration Committee, 3x\* Member of the Nomination and Remuneration Committee,
  - 4x Chairman of the Corporate Governance Committee, 4x\* Corporate Governance Committee
  - 5x Executive Chairman, 5x\* Executive Director, 5x\*\* Advisor, 5x\*\*\* Executive Vice President, 5x\*\*\* Senior Director
  - 6x คณะผู้บริหาร, 6x\* กรรมการผู้จัดการ, 6x\*\* ประธานเจ้าหน้าที่สายงานบัญชีและการเงิน (รักษาการแทน), 6x\*\*\* รองกรรมการผู้จัดการ
  - 7x Secretary of the Board of Directors, Audit Committee, Nomination and Remuneration Committee, Corporate Governance Committee, Executive
  - 8x Internal Auditors and Compliance Units of the Company
  - 9x Investor Relations Team

Committee

- 2. ATP 30 Plc., as of January 03, 2023, as shown in part 1, item 3, list of directors and executives of the company.
- 3. Proportion of shares held by Panichewa Group consists of
  - 1! Shareholding proportion through Chartchewa Co., Ltd. (related to Mr. Chatchai Panichewa/ Mrs. Somhatai Panichewa/ Mr. Patit Panichewa/ Mr. Saris Panichewa/ Ms. Arpa Phit Panichewa)
  - 2! Shareholding Proportion through Chewathai Public Company Limited (related to Mr. Chatchai Panichewa and Mrs. Somhathai Panichewa)
  - 3! Proportion of shares held through the company Cathay Lease Plan Public Company Limited (related to Mr. Chatchai Panichewa)
  - 4! Shareholding proportion through Pailuck Co., Ltd. Mr. Chatchai Panichewa and Mrs. Somhathai Panichewa (which Pailuck is owned by Chartchewa Co., Ltd.)
  - ^ Proportion of securities holding

# Related Company

Company Name	Type of Business
1. Chewathai Public Co., Ltd.	Residential real estate development business
2. TTL Industrial Public Co., Ltd.	Business in the textile industry by operating a spinning factory in the fields of
	weaving, bleaching, dyeing, finishing the yarn and fabrics woven from synthetic
	yarns Tetoron and Rayon
3. Thai Sri Insurance Public Co., Ltd.	Casualty Insurance
4. Cathay List Plan Public Co., Ltd.	Leasing (property rental) Hire purchase
5. Kah Piboon Co., Ltd.	Holding activities that mainly invest in financial business
6. Amata transport Co., Ltd.	Running a car rental business with other related services
7. Toon Piboon Co., Ltd.	Holding Company
8. Chewathai Interchange Co., Ltd.	Renting, selling, buying and operating real estate Condominium type
9. Global Environmental Technology Co.,	Provide wastewater treatment and water pollution control services
Ltd.	
10. Bangkok Crystal Co., Ltd.	Glassware retail
11. Chewathai Hub Soon Co., Ltd.	Renting, selling, buying and operating real estate
12. DT&G Co., Ltd.	Become a limited liability partner in a limited partnership. or being a
	shareholder in the company
13. Paragon car rental Co., Ltd.	Car rental
14. Pailux Co., Ltd.	Holding Company
15. Kromadit Park Co., Ltd.	Building rental as well as providing services and utilities
16. Amata Petroleum Co., Ltd.	Fuel oil, coal, other energy-generating products and gas stations
17. Chang Island Resort Co., Ltd.	Resort and Spa
18. Chart Cheewa Co., Ltd.	Serve as a consultant
19. Sima Thanee Co., Ltd.	Room, food, drink and so on
20. Piboon Business Co., Ltd.	Premises and furniture rental
21. Amata Corporation Public Co., Ltd.	Develop industrial estates and related businesses
22. Amata Network Co., Ltd.	Other wired telecommunication businesses which are not classified elsewhere
23. Gas and Gear Solution Co., Ltd.	Selling industrial equipment and appliances
24. VN Public Co., Ltd.	Real estate and construction
	i de la companya de

25. Amata (Vietnam) Joint Stock Company	Industrial Estate Development in Vietnam
26. Amata Asia (Myanmar) Limited	Holding Company
27. Amata Holding Co., Ltd.	Activities of freight forwarders and freight forwarders (customs clearance
	agent)
28. Amata Township Long Thanh Joint	Industrial Estate Development in Vietnam
Stock Company	
29. Amata City Long Thanh Joint Stock	Industrial Estate Development in Vietnam
Company	
30. Amata Asia Limited	Holding Company
31. Amata City Ha Long Joint Stock	Industrial Estate Development in Vietnam
Company	
32. MCOT Public Co., Ltd.	Mass communication business
33. Toyota Tsusho (Thailand) Co., Ltd.	Trading, importing, exporting and distributing products in the country
34. Auto Parts Online (Thailand) Co., Ltd.	Buy and sell
35. NPR Trans Tour Co., Ltd.	Business transport service employees of various companies

# Attachment 2 Details of Directors and Subsidiaries

The company has no subsidiaries of associates

#### Attachment 3

#### Detail of Head of Office of Corporate Audit

#### Ms. Oonin Inchareonsuk / Originally name-surname : Ampapron Monpromma

Age 36 years

#### Head of internal audit

#### Education

Bachelor of Business Administration (Accounting) Faculty of Business Administration and Information Technology,

Rajamangala University of Technology Tawan-ok

#### Training course

Business money management course that accountants should know by Accounting Coach (Thailand) Co., Ltd.

Value Added Tax (VAT) course by Dharmniti Training and Seminar Company Limited

Case Studies course on the wisdom of issuing and using tax invoices, debit notes, credit notes, and preparation of input tax and sales tax reports by Dharmniti Training and Seminar Co., Ltd.

Course Summary TFRS for PAEs that need to be known and changed in 2021 by the Stock Exchange of Thailand

Certified Professional Internal Auditors (CPIAT) Institute of Internal Auditors of Thailand (2018)

Certified Professional Internal Auditors of Thailand (CPIAT49)

Training Risk Management COSO ERM 2017 Basis

#### Training course 2022

Training and seminar activities of the Stock Exchange of Thailand and the Revenue Department

Holding a Director's Position in listed companies on the Stock Exchange of Thailand: 1 companies

2018 - Present Head of internal audit ATP 30 Public Co., Ltd.

Holding a Director's Position in other companies / businesses : None

#### Pas work experience

2016 - 2017 Assistant manager Accounting ATP 30 Public Co., Ltd.

2013 - 2015 Accounting Supervisor ATP 30 Public Co., Ltd.

2011 - 2012 Accounting Officer ATP 30 Public Co., Ltd.

2009 - 2011 Accounting Officer BK Center Co., Ltd.

#### Proportion of shares in the Company as of January 01,2023:

Personally: 0.03% (200,000 shares)

Spouse and miner children: 0.34% (713,000 Shares)

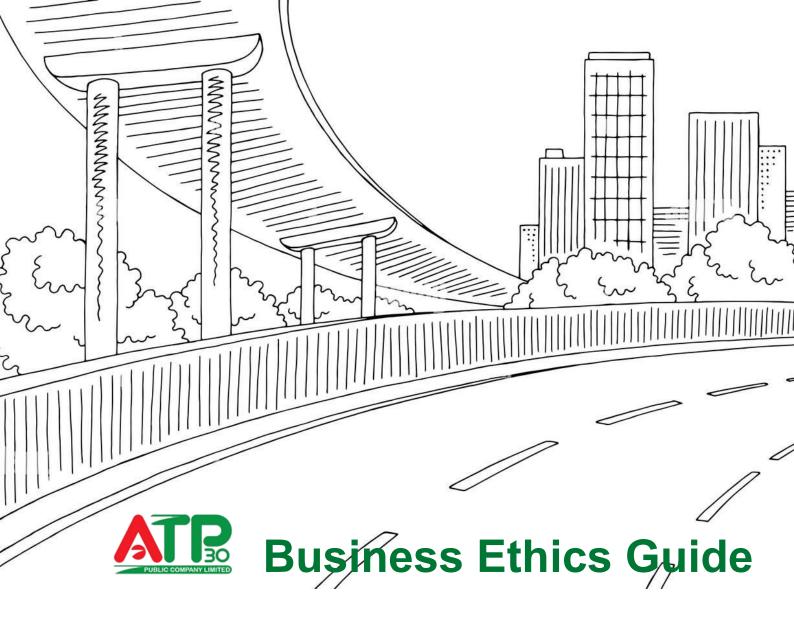
Family relationship among Executive: None

# Attachment 4 Business Assets and Details on Asset Valuation

The company has no asset valuation list

# Attachment 5

# Business Ethics Guide



# **ATP 30 Public Company Limited**

Document number : ATP-OV-017.001	Revised edition 2	Considerred and Reviewer: Corporate Governance Committee
		Approver: Board of Directors
Effective date : 25 March 2015	22 February 2022	Meeting Minutes 1/2015 after conversion to a public limited company (25 March 2015)
Revised edition 1 effective date :		Revised Edition 1: Minutes of the BOD Meeting No. 1/2019
26 February 2019		Revision 2:
Revision 2 effective on 22 Feb. 2022		1. Minutes of the Corporate Governance Committee Meeting No. 1/2022
		2 Minutes of the BOD Meeting No. 1/2022
		Revision 3:
		Minutes of the Corporate Governance Committee Meeting No. 1/2023
Revision 3 effective on 22 Feb. 2022		2. Minutes of the Board of Directors Meeting No. 1/2023



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#### **Perface**

#### **Business Ethics**

ATP 30 Public Company Limited ("the Company") will conduct business and ensure that the management and employees comply with the established business ethics. The Company committed to operating in accordance with good corporate governance by upholding the principles of accountability, transparency, equality and promoting best practice by adhering to the following practices:

- 1. The Company will operate its business with due regard for efficiency, effectiveness, ethics, integrity and transparency by adhering to responsibility to stakeholders and creating suitable returns for investors including making progress and having stable and sustainable growth
- 2. The Company will manage the business with integrity and comply with the laws, standards, terms and conditions towards contractual parties and good business practices, accurate accounting records and regular disclosure of financial information.
- 3. The Company will improve the management of various operational processes to continually improve to increase competitiveness.
- 4. The Company has social responsibility, environment, and support sustainable development by participating in accordance with the status of the Company.
- 5. The Company will disclose accurate and complete information about the service, including opening a complaint channel for stakeholders.



# **Ethical Principles for Business**

- 1. Comply with laws, rules and regulations
  - Directors, executives and employees must conduct themselves within the framework of the laws, rules and regulations of the locality where the Company is located.
  - Directors, executives and employees must comply with the regulations the Stock Exchange of Thailand and Securities and Exchange Commission.
  - Directors, executives and employees must comply with the Company's rules and regulations.
  - Directors, executives and employees must refrain from doing anything or participate in the knowledge, help, support, cooperate in order to avoid compliance with the law. rules and regulations.
  - Directors, executives and employees are required to cooperate with regulatory agencies and report information about violations or non-compliance with the law, rules, and regulations strictly.
- 2. Responsibility to the Company
  - 2.1 Responsibility for the Company's assets
    - Executives and employees must use the Company's assets carefully, responsibly and use it for the maximum benefit of the Company For business purposes only.
    - Executives and employees must help each other to maintain and be careful not to let any assets of the Company be depreciated, damaged or lost
    - Executives and employees must not use the Company's assets. when no longer related to the Company
  - 2.2 Responsibility for intellectual Property Information and Information Technology of the Company: The Company attaches great importance to the Company's intellectual property which includes Company names, logos, copyrights, patents, trademarks, trade secrets, innovations, information and information technology, it is defined as follows:
    - Executives and employees must comply with the laws related to intellectual property rights in every country in which the Company invests, including the announcements, orders and regulations set forth by the Company.
    - Executives and employees must maintain and protect the Company's intellectual property; prevent damage, anti lost and overseeing the use of intellectual property for the maximum benefit of the Company.
    - Executives and employees have a duty to maintain trade secrets and information of the Company to ensure the best possible security.
    - Executives and employees must use the Company's information technology to provide for the Company's business only.
    - Management and employees must not disclose the password used to access the Company's information system to others who are not involved.
    - Executives and employees must not publish, copy or use illegal software in the Company .
    - Executives and employees must not use the Company's e-mail or computer systems to transmit vulgar, obscene messages. harass, threaten, defame others including



- avoiding websites that are illegal or infringing on good morals according to the section specified in "Computer Crime Act, B.E. 2550"
- Management and employees must respect the intellectual property rights of others, no copyright infringement trademark or using the others' works for the benefit of oneself or the company which may cause damage to the Company.

#### **3.** Public information or interviews

- Providing any information about the Company must be based on accuracy be realistic and careful by the person who has been assigned to act on behalf of the Company.
- The Company assigns senior management or managing director to be authorized to provide information or public interviews including shareholders, investors, analysts, media and outsiders and has the power to delegate other executives to provide information.

#### 4. Confidentiality and information within the Company

- Directors and executives or entities that have received inside information are prohibited from using such opportunities to seek benefits. personal or disclose inside information to outsiders or a person who has no relevant duties for the benefit of trading Company's securities.
- Refrain from trading in the Company's securities including providing any information
  during one month of directors and executives before the financial statements or any other
  information is released to the public to prevent exploitation of the Company's internal
  information which has not yet been disclosed to the public and may affect the movement
  of securities trading prices.
- All directors and executives, as defined by the Capital Market Supervisory Board, acknowledge their duty to report variation the securities holdings of oneself, spouse and minor child to the Stock Exchange of Thailand; and Securities and Exchange Commission According to Section 59 of the Securities and Exchange Act B.E. 2535, immediately no later than three days after the date of purchase, sale, transfer or acceptance of transfer of the Company's securities.
- Non-disclosure of the Company's business secrets to outsiders even after retiring from being a director, executive and employees of the Company.



#### **Ethics and Code of Conduct for Directors**

This Code of Conduct prepared to achieved the aim of the Company's directors take it as a guideline for conducting oneself to comply with the principles of good corporate governance in accordance with the intent and principles including ethical standards for the benefit of the Company Shareholders, employees, customers and other stakeholders. The Board of Directors determines the organization's management policies and sets corporate governance principles, in order to operate the business efficiently and achieve the objectives of Vision and mission for the Company. To gain confidence in doing business from shareholders, investors and the general public. As a result, the Company's directors Everyone must follow the provisions and the spirit of the law with due diligence and care including acting as a role model for employees.

#### Code of Conduct and Responsibilities of the Board of Directors

#### 1. Duties to the Company

- 1.1 Dedicate time to the Company fully in carrying out the mission as a director of the Company in accordance with the good corporate governance guidelines and the Company's business ethics.
- 1.2 Use independent discretion in corporate governance.
- 1.3 Responsibility to shareholders, taking into account the benefits of other stakeholders by adhering to the code of ethics and comply with the law.
- 1.4 Recruit potential high-level executives able to devote themselves to the benefit of the Company.
- 1.5 Supervise the management to report important matters of the company. in order to operate the business efficiently
- 1.6 Notify the Company in written, in the case that a director becomes an advisory director in the Company, organization or any other association, such action must not be contrary to the interests of the Company and direct responsibilities or becoming a shareholder in any business which may have benefits or cause business conflicts with the Company be a shareholder in any business which may have benefits or cause business conflicts with the Company.

#### 2. Duties to shareholders

- 2.1 Supervise to ensure that the Company has proper financial, administrative and management status to generate appropriate returns to shareholders.
- 2.2 Supervise to ensure that the Company discloses information that is essential, complete, accurate, true and in time.
- 2.3 Supervise to ensure that the Company values and respects the rights of all shareholders equally.
- 2.4 Supervise to ensure that the Company provides detailed clarifications on operating results and status of the Company's financial It complies with disclosure rules.
- 2.5 Supervise to ensure that the Company pays attention to recommendations of shareholders and good recommendations into practice for the benefit of the operation.



#### 3. Duty to employees

- 3.1 Treat all employees fairly without discrimination against anyone due to differences in race, religion, nationality, gender, age, educational background or personal preference.
- 3.2 Listening to employees' opinions or suggestions and consider using it in a way that is beneficial to the Company.
- 3.3 Not infringing on personal rights and liberties either directly or indirectly.

#### 4. Duties to other stakeholders

- 4.1 Supervise to ensure that the Company complies with relevant laws and regulations.
- 4.2 Supervise to ensure that the Company pays attention to the impact that will occur to other stakeholders, community, society and environment.

#### **Board responsibilities**

- 1. Attend the Board of Directors' meeting every time, in the event that it is necessary to be unable to attend the meeting will inform the Company in advance.
- 2. Find information about the environment that affects the Company's business.
- 3. Study the relevant laws, rules, or regulations that affect the performance of duties as a director of the Company.
- 4. Take sufficient time to carefully consider the information in advance.
- 5. Consider and give opinions independently. In the event that any director disagrees with the resolution of the meeting that director can specify that dissenting opinions should be recorded in the minutes of the Board of Directors' meetings.
- 6. Promote communication between the Board of Directors and the Certified Public Accountant to ensure that Perform the duties of the certified public accountant independently and efficiently with cooperation from the management and Internal Audit Department.
- 7. Perform duties as a director in accordance with the law, rules, regulations, relevant regulations, including Business Standards and Ethics
- 8. In case of any doubt the Board of Directors can request additional information or clarification from the management or the Company's advisor.
- 9. Do not take any action that may charge of honesty and fairness by avoiding both by themselves and family in requesting or agreeing to receive money, things or any other benefits from business related parties of the Company.



# **Ethics and Code of Conduct for Executives and Employees**

#### 1. Code of Conduct for Executives

Executives mean employees who have subordinates. In addition to the management must comply with every code of conduct. As an employee of the Company, executives must have good practice to strengthen the good management as the supervisor of the employees must be a leader and be a model in good behavior for employees in general as well. Therefore, guidelines for management are set as follows:

#### 1.1 Management treats shareholders

Executives must perform their duties with honesty and carefully and carefully and has a broad vision, avoiding to seek benefits for yourself and others from corporate information that has not yet been disclosed to the public and do not disclose corporate confidential information to outsiders, including not taking any action which may cause conflicts of interest.

#### 1.2 Management treats employees

Management must treat employees fairly, unbiased management support in building the potential for advancement and increase the efficiency of employees as well as encouraging employees to understand the code of conduct that employees must follow. Provide appropriate welfare for employees and treat employees with good faith, listening to the employee opinions and suggestions rationally.

#### 1.3 Management treats customers

Management must treat customers in strict accordance with the business ethical practices set forth by the entity.

#### 1.4 Executives to partners

Management must treat business partners fairly. Avoiding to claim or receive any benefits unfairness from partners and if unable to comply with any of the conditions please notify your business partner in advance to jointly find solutions.

#### 1.5 Executives to competitors

Management must treat competitors under the framework of good competition rules and not seek confidential information of competitors by dishonest means

1.6 Executives treat society and the environment.

Executives must act or control to ensure compliance with relevant laws and regulations and be socially responsible, including to cooperate, help, support and volunteer to do activities that are beneficial to the community and society.

# 2. Code of Conduct for Employees

- 2.1 Employees should perform their duties with honesty and with perseverance diligent and improve work efficiency for the benefit of oneself and the Company.
- 2.2 Employees must strictly comply with the rules and regulations of the Company's work.
- 2.3 Employees should respect and obey their supervisors who give orders in accordance with policies and regulations.
- 2.4 Employees should have solidarity with each other and support each other. does not cause conflict which will lead to damage to other persons and the Company



- 2.5 Employees should respect the rights and respect each other. Avoid taking other people's information both in matters related to work and personal matters to be disclosed or criticize in a manner that will cause damage to both employees and the Company.
- 2.6 Employees should avoid accepting any gifts that may make themselves feel uncomfortable in performing duties in the future if unavoidable notify the supervisor immediately.
- 2.7 Employees do not use their position or take advantage of their work for personal gain or their party or do business in competition with the Company.
- 2.8 Employees should treat customers partners with honesty and equality.
- 2.9 Employees must strictly maintain the confidentiality of customers, business partners and the organization.
- 2.10 Employees must report the matter that has been known to their supervisors without delay, the known matter may affect the operation or reputation of the Company.
- 2.11 Employees should be treated take care of the benefits and assets of the Company to be in good condition so that they can be fully utilized, economical, not to be wasted, wasted, damaged or deteriorated prematurely.

#### Maintaining the Company's Assets

Director, management and employee have duties and responsibilities to supervise the use of the Company's assets under the supervision of the Company efficiency by defining the following guidelines:

- 1) Use assets in business operations without using such assets for benefit personal or third party.
- 2) Protect your interests and take care of your assets from being lost, damaged or misused as a wise man should protect his own property eliminating unlawful exploitation whether directly or indirectly.
- 3) Do not use a computer to destroy, infringe, spy, or modify other people's files; or create false evidence which may cause information theft and provide an information technology system security that complies with international standard.
- 4) Use the e-mail and internet provided for the Company's business carefully and does not bring damage to the reputation.
- 5) Keep and do not allow others to use their passwords for accessing various information systems of the Company.
- 6) Company's intellectual property to reproduce, modify or do anything. for personal benefit or the benefit of others without permission from the Company
- Report to supervisor any witnessing an action known that infringes or may lead to an infringement of rights or an action that may cause a dispute about the Company's intellectual property.
- 8) Supervise the storage of important documents of the Company complete in accordance with the law or related regulations and after the expiration of the period of time required to maintain the documents and employees involved must ensure that destruction is carried out in an appropriate manner.



#### Penalty

In the event that the management and employees act in a manner that causes a conflict of interest with the Company to consider according to the organizational structure of the Company, rules and regulations relating to work, provided that each party shall initially consider and summarize the story forwarded to high-level commanders and related business lines to judge both specifying the appropriate penalties. If the conflict of interest is severe and causes a seriously damage may not be in the jurisdiction of the agency then bring the matter to the management of the company to consider and draw conclusions and impose further penalties. Penalty as follows

- 1) Verbal admonition
- 2) Admonish in written
- 3) Pay cut
- 4) Furlough
- 5) Termination of employment without compensation
- 6) Legal action

#### Whistleblowing or Complaints

The Board of Directors provides opportunities for employees and stakeholders to inform clues or complaints when found to be an illegal act Corruption or misconduct of employees in the Company as well as behaviors that may cause problems and cause damage to the Company including receiving complaints in the event that employees and stakeholders are violated or not treated unfairly through the channels and processes specified by the Company. The Company will listen and deal with all complaints equally, transparently and fairly, with systematic and fair measures to protect complainants The complainant will be kept confidential of the Company measures to protect complainants as follows;

- 1) Complainants can choose to remain anonymous. If the disclosure is deemed to cause insecurity or damage
- The Company will keep the relevant information confidential and take into account the safety of the complainant by establishing measures to protect complainants who are employees, including who cooperate in the investigation of facts will be protected from unfair treatment due to the cause of complaints such as interfere with work, change of position, dismissal, etc.



#### **Ethics and Code of Conduct for for Investor Relations**

Investor relations are representative of the communication with shareholders, institutional investors individual investor Securities companies, journalists and the general public interested in the Company's securities through a variety of channels and methods. The information or disclosure must be done regularly, complete, accurate, timely, both positive and negative facts. The disclosure of information must be done thoroughly and fairly. and comply with the rules, regulations, regulations of the Stock Exchange of Thailand and the Securities Exchange Commission. Therefore, investor relations must perform their duties in accordance with the Investor Relations Code of Conduct as follows

- 1. Perform duties with honesty, fairness and responsibility.
- 2. Disclosure the necessary information is accurate, clear, timely and fair to all parties. by refraining from using words or inappropriate form that may cause misunderstanding of the Company's securities.
- 3. Provide opportunities for all relevant parties to access and inquire.
- 4. Do not present information that affects the price of the Company's securities or may affect investment decisions or affect the rights of shareholders before being officially published to the Stock Exchange of Thailand.
- 5. Do not disclose information that has not yet been concluded or in the process of negotiating which is uncertain or exaggeration.
- 6. Perform duties based on the interests of shareholders and stakeholders.
- 7. Building confidence, enhance the image, and good attitude of the company as well as good relationships with all parties.
- 8. Keep company secrets and avoid any action or exploitation that will bring benefits to oneself by relying on information within the Company.
- 9. Perform duties with knowledge full ability professional and diligently study for knowledge to improve work efficiency on a regular basis.
- 10. Follow the guidelines for not accepting investors or analysts' appointments near the announcement of the financial statements, stock trading practices that the company has specified.
- 11. Do not buy/sell the Company's shares before and after the earnings announcement date.
- 12. Operate in accordance with the rules, regulations, and relevant laws. including regulators



# **Policies and Principles of Good Corporate Governance**

#### **Charter of the Board of Directors**

The Company realizes and attaches great importance to corporate governance. In addition to the Board of Directors must strictly perform duties in accordance with the Company's Articles of Association. According to the Public Company Act in accordance with relevant laws, the Company has established a corporate governance policy to emphasize the roles and duties of the Board of Directors in accordance with the principles of good corporate governance. Defined by the Stock Exchange of Thailand as follows:

#### Composition of the Board of Directors

- 1. The Company's board of directors must consist of not less than seven directors and not less than half of the total number of directors must reside in the Kingdom of Thailand.
- 2. The Board of Directors consists of executive directors. Non-Executive Director and independent director having at least one third of independent directors and not less than three people are qualifications of independent directors are as specified by the Stock Exchange of Thailand.
- 3. The Board of Directors elects one director from non-executive directors to be the chairman of the Board.
- 4. The committee selects one person to act as the secretary of the Board of Directors. The secretary of the Board of Directors may or may not be a director.

#### Qualifications of the Board of Directors

- 1. Stipulated in the Public Act B.E. 2535 and the Securities and Exchange Act B.E. Management of publicly held business according to the announcement of the Securities and Exchange Commission.
- 2. Have knowledge, abilities, skills and work experience that are beneficial to the Company's business and be able to devote full time to performing duties in accordance with their responsibilities, this will consider regardless of gender, race, religion, age and other specific abilities.
- 3. Possess leadership and can control management's operations with efficiency and effectiveness.

#### Duties and responsibilities of the Board of Directors

- 1. Perform duties responsibly caution honesty and be careful to protect the interests of the Company and in accordance with the law, objectives and regulations of the Company as well as shareholders' resolutions.
- 2. It is responsible for determining the vision, policy and direction of the Company's operations and to supervise and supervise the management to operate in accordance with the established policies with efficiency and effectiveness in order to increase the maximum economic value for the shareholders and sustainable growth.
- 3. Be responsible to shareholders on a regular basis Operate in the interests of shareholders, disclosure of material information to investors is accurate and complete, standardized and transparent.



- 4. Have knowledge, ability and experience that will benefit the business are interested in the Company's business that he is truly a director.
- 5. Evaluate the performance and consider the remuneration of directors. and senior management as presented by the Nomination and Remuneration Committee to present to shareholders for approval.
- 6. Responsible for the performance and performance of the management's duties with the intention and caution in the operation.
- 7. Supervise to be clear and measurable business goals to be used as a guideline for setting operational goals, taking into account the possibility and reasonable.
- 8. Supervise the business operation and act ethically.
- 9. Supervise the management to have an appropriate and efficient risk management system.
- 10. Consider making decisions on important matters such as policies and business plans for large investment projects. The authority to manage the acquisition or disposition of assets and any other items required by law.
- 11. Determine the authority and level of approval in transactions. and various operations related to the work of the Company to the group or person as appropriate and in accordance with the relevant requirements by preparing a manual on the power of action and require a review in line with strategy and business goals including changing circumstances.
- 12. Provide reliable accounting, financial reporting and auditing systems as well as to ensure that there is a process for evaluating the suitability of internal control.
- 13. To approve the proposal to appoint an auditor and consider the annual audit fee to present to the shareholders for consideration and approval of the appointment.
- 14. Report on the responsibility of the board of directors for the preparation of financial reports. This is shown in conjunction with the auditor's report in the annual report and covering important matters. According to the policy of good practice for directors of listed companies of the Stock Exchange of Thailand.
- 15. Supervise the performance of various sub-committees. to be in accordance with the prescribed charter.
- 16. The Board shall self-assess its performance and assess its overall performance.

#### Appointment of directors and term

The election of the Company's directors shall be made by the shareholders' meeting, provided that it shall be done in accordance with the following rules:

- 1. A shareholder has a vote equal to one share per vote
- 2. In the election of directors, voting may be used to elect each director individually. One person or several people at a time, as the meeting of shareholders deems appropriate. But in each vote Shareholders must vote with the available votes. Therefore, the shareholders cannot divide their votes in the election of directors for any person under section 70 paragraph one of the Public Company Act (NON-CUMULATIVE voting only)
- 3. In voting for the election of directors, a majority of votes must be used. If there are equal vote, the chairman of the meeting shall have the casting vote.
- 4. The Board of Directors shall hold office for a term of three years. Directors retiring under this article, may be re-elected to assume office. In addition to the expiration of the agenda The director vacates office when



- Dead
- Resign
- Lack of qualifications or having prohibited characteristics under the law governing public companies
- The meeting resolved to leave
- The court has issued an order.

system Easy to find and keep secrets well.

5. Any director resigns from his position, may also submit his resignation letter to the Registrar for acknowledgment.

#### **Board Meeting**

- 1. The Board of Directors must hold a meeting to acknowledge the Company's operating results at least every three months and directors should attend every meeting. In addition to force majeure which must be notified to the Secretary of the Board of Directors in advance. The Company must report the number of meetings attended by the Board of Directors in the annual report. In each meeting of the Board of Directors to inform all the Board of Directors in advance. The secretary of the Board of Directors must send a meeting invitation letter to all directors to inform them of the date, time, place and agenda of the meeting. by delivery at least seven days in advance and the person who collects the meeting documents from the directors and management to deliver to the committee in advance; such documents must provide sufficient information to make a decision and use the independent discretion of the Board. The committee secretary must record the issues in the meeting. to prepare meeting minutes which must have complete content and completed within 14 days (fourteen days) from the date of the completion of the
- 2. A company director who has an interest in any matter does not have the right to vote on that matter.

meeting to propose to the chairman of the committee to sign and to establish a good filing

3. Voting at the Board of Directors Meeting, the company shall regard the opinion that is the majority vote as important. In the case of equal votes, the chairman of the meeting voted one more vote as the casting vote. that did not pass a resolution to be stated in the minutes of the meeting.

#### Compensation

Company Directors are entitled to receive remuneration from the Company as determined by the Board of Directors and proposed for approval from the shareholders' meeting holding ordinary shares for the year. The structure and composition of the stipulated remuneration must be appropriate to the duties and responsibilities assigned by each director and at a level that can be motivating. and maintain quality directors or comparable in the same industry.

#### Self-assessment of performance

The Board of Directors is responsible for evaluating their own performance once a year.



#### **Audit Committee Charter**

The Board of Directors realizes the importance of the good corporate governance system and therefore considers the appointment of the Audit Committee. It consists of independent committees responsible for auditing the Company's business operations. Review the effectiveness of internal controls to ensure that the operations of the various departments to be efficient Legitimate comply with good practice regulations business administration is carried out appropriately, efficiently and with maximum efficiency. The Audit Committee is also responsible for reviewing the Company's financial reports. Work with the auditors to ensure that the Company's financial reports reliable, complete, and accurate disclosure of information. It complies with relevant standards and requirements to build confidence and credibility for investors and stakeholders that there has been a careful examination and supervision of the business, fair and transparent, and conducting business in accordance with the principles of good corporate governance. The Board of Directors therefore deems it appropriate to prescribe the Audit Committee Charter as follows:

Elements of the Audit Committee

Audit Committee of the Company must contain the following components:

- 1. The Audit Committee consists of not less than three independent directors.
- 2. The Audit Committee has appropriate skills and expertise for the assigned tasks, at least one member of the Audit Committee must have knowledge, understanding or experience in accounting or finance.
- 3. The Board of Directors of the Company shall elect and appoint one of the Audit Committee members to be the Chairman of the Audit Committee.
- 4. Requires the Audit Committee to appoint the Secretary of the Audit Committee, this may be the head of the internal audit department or a person who the Audit Committee deems appropriate.

#### **Audit Committee Qualifications**

Appointed by the Board of Directors of the Company Qualifications as stipulated in public law Securities and Exchange Law and the regulations of the Stock Exchange as follows:

- 1. Shareholders not exceeding one percent of the total number of shares with voting rights of the Company, parent company, subsidiary company, associated company, major shareholder or a person with control over the Company, including the shareholding of a person related to that independent director.
- 2. Not being or used to be a director who takes part in the management, an employee, a consultant who receives a regular salary or controlling person of the Company, parent company, subsidiary company, associated company, major shareholder or of the person who has the power to control the company unless the aforementioned characteristics have been terminated for not less than two years prior to the date of filing. Application for permission to the Office of the Securities and Exchange Commission.
  - However, such prohibited characteristics do not include the case where the independent director used to be a government official or an advisor of a government agency which is a major shareholder or the person who has the power to control the Company.



- 3. Not a person who has a blood relationship or by legal registration in the form of parents, spouses, siblings and children, including the spouses of children of executives, major shareholders controller or a person who will be nominated as an executive or the person who has the power to control the company or a subsidiary.
- 4. Does not have or has had a business relationship with the Company Parent, company Subsidiary company, associated company, major shareholder or of the person who has the power to control the Company in a manner that may impede the exercise of one's independent judgment including not being or having been a significant shareholder or controlling person of a person having a business relationship with the Company, parent company, subsidiary company, associated company, major shareholder or of the person who has the power to control the company Unless the foregoing relationship has been terminated for not less than two years prior to the date of filing an application with the Office of the Securities and Exchange Commission.
- 5. Not being or having been an auditor of the Company, parent company, subsidiary company, associated company, major shareholder or of the person who has the power to control the Company and is not a significant shareholder, controlling person or partner of the audit firm which has auditors of the Company, parent company, subsidiary companies, associated companies, major shareholders or of the person who has the power to control the Company affiliated with, unless the foregoing relationship has been terminated for not less than two years prior to the date of submission of an application to the Office of the Securities and Exchange Commission.
- 6. Not being or having been a professional provider of any kind, including serving as a legal or financial advisor which received service fees in excess of 2,000,000 baht (two million baht) per year from the Company, parent company, subsidiary company, associated company, major shareholder or of the person who has the power to control the Company and is not a significant shareholder controlling person or a partner of that professional service provider unless the foregoing relationship has been terminated for not less than two years prior to the date of filing an application with the Office of the Securities and Exchange Commission.
- 7. Not being a director who has been appointed to represent the Company's directors major shareholder or shareholders who are related to major shareholders
- 8. Do not operate businesses with the same nature and are in significant competition with the Company's business or a subsidiary or not being a significant partner in the partnership or being a director who takes part in the management, an employee, an employee, an advisor who receives a regular salary or holding more than one percent of the total number of shares with voting rights of another company which operates businesses with the same condition and is a significant competition with the Company's business or a subsidiary.
- 9. There are no other characteristics that prevent us from expressing independent opinions on the Company's operations.
- 10. Independent Director according to the above qualifications may be assigned by the Board of Directors to make decisions on operations of the Company, parent company, subsidiary, associated company, subsidiary of the same order major shareholder or of the person who has the power to control the Company with the ability to make decisions in the form of Collective Decisions.



#### Duties and responsibilities of the Audit Committee

- 1. Review financial reports to ensure they are accurate and reliable, including adequate disclosure of information by coordinating with external auditors and executives responsible for preparing quarterly and annual financial reports.
- 2. Review the Company's internal control system and internal audit to be appropriate and effective and consider the independence of the internal audit department as well as to approve the appointment, transfer and dismissal of the internal audit supervisor or any other agency responsible for internal audits and may suggest a review or review of any items it deems necessary and important. The internal audit unit report directly to the Audit Committee and bring suggestions on improvements to the internal control system that are important and necessary to the Board of Directors by reviewing with external auditors and internal audit department manager.
- 3. Reviewing compliance with securities and stock exchange laws or regulations of the Stock Exchange of Thailand, policies, rules, regulations, regulations and other laws related to the Company's business.
- 4. To consider selection and propose to appoint an independent person to act as an auditor including considering and proposing the remuneration of the Company's auditors to the Board of Directors including attending the meeting with the auditor without the management attending the meeting at least once a year.
- 5. Review the Company's internal audit plan according to generally accepted methods and standards.
- 6. Consider connected transactions or transactions that may have conflicts of interest to comply with the laws and regulations of the Stock Exchange of Thailand as well as the disclosure of the Company's information in such matters to be accurate and complete in order to ensure that such transactions are reasonable and for the best benefit of the Company.
- 7. Review an appropriate and efficient risk management system for the Company.
- 8. Report the performance of the Audit Committee to the Board of Directors at least four times a year.
- 9. Prepare the Audit Committee's report to be disclosed in the Company's annual report. The report must be signed by the Chairman of the Audit Committee and must contain at least the following information:
  - (1) An opinion on the accuracy, completeness and reliability of the Company's financial reports.
  - (2) Opinions on the sufficiency of the Company's internal control system.
  - (3) Comments on compliance with securities and stock exchange laws stock exchange requirements or laws related to the company's business.
  - (4) Opinion on the suitability of the auditor.
  - (5) Opinions on the connected transaction or items that may have conflicts of interest.
  - (6) Number of Audit Committee Meetings and attendance of each Audit Committee.
  - (7) Overall opinions or observations received by the Audit Committee in the performance of its duties in accordance with the Charter.
  - (8) Other items that shareholders and general investors should be aware of within the scope of duties and responsibilities assigned by the Board of Directors.



- 10. Performing duties within the scope of duties the Audit Committee has the power to invite the management, executives or employees of the Company to related to comment. Attend meetings or submit documents deemed relevant or necessary.
- 11. Authorized to hire a consultant or outsiders according to the Company's regulations to give opinions or give advice.
- 12. The Audit Committee shall assess its performance through self-assessment and report the results of the assessment together with problems, obstacles in the performance that may cause the performance to fail to achieve the objectives of the establishment of the Audit Committee to the Board of Directors by yearly.
- 13. Consider reviewing and updating the Audit Committee Charter.
- 14. Perform other tasks as assigned by the Board of Directors within the scope of duties and responsibilities of the Audit Committee.

#### Appointment of the Audit Committee tenure

The Audit Committee operates within the scope of duties and responsibilities as instructed by the Board of Directors. The Board of Directors is responsible for the Company's operations directly to shareholders stakeholders and others related person.

The terms of office of the Audit Committee are as follows:

- 1. The Audit Committee shall hold office for a term of three years and the Audit Committee who vacates office upon the expiration of the term may be reappointed. In addition to the termination of the position according to the above-mentioned terms the Audit Committee member vacates office upon
  - Dead
  - Resign
  - Disqualified to be an Audit Committee according to this charter or according to the rules of the Stock Exchange of Thailand
  - Retired from being a director of the Company
- 2. Any member of the Audit Committee who wishes to resign from the position must submit a resignation letter to the Chairman of the Board. This should be notified in writing at least one month in advance with reasons and approved by the Board of Directors. The Company will notify the resignation together with a copy of the resignation letter to the Stock Exchange of Thailand. In the event that the Audit Committee vacates office for the whole group the Audit Committee who has vacated office shall remain in office for further proceedings until the new Audit Committee takes office.
- 3. In the case of the Audit Committee position becomes vacant for reasons other than the expiration of the term, the Committee shall the Company appoints a person with full qualifications to be an audit committee member within ninety days in order for the audit committee to reach the required number of committees as specified by the Board of Directors. The person who replaces the member of the Audit Committee can only hold the position for the remaining term of the Audit Committee member whom he/she replaces.



#### Meeting

- 1. To have an audit committee meeting to consider the financial statements. Internal Audit Report and other matters At least four times a year by convening a meeting or having the Chairman of the Audit Committee call a special meeting to consider other urgent matters.
- 2. Audit Committee members who have interests in any matter do not have the right to vote on that matter.
- 3. Voting at the Audit Committee meeting shall be based on the majority vote. In case of equal votes, the Chairman of the meeting shall have one more vote as a casting vote. However, the opinions of other Audit Committee members that did not pass a resolution to be presented as a dissenting opinion to the Audit Committee.
- 4. The Chairman of the Audit Committee shall report the meeting results to the next Board of Directors meeting every time.
- 5. The secretary of the Audit Committee or an assigned person shall record the minutes of the meeting.

#### **Audit Committee Reporting**

- 1. The Audit Committee shall report the performance to the Board of Directors at the Board of Directors' meeting.
- 2. In the performance of duties of the Audit Committee, if the following items or actions are found or suspected: which may have a material impact on the financial position and operating results of the Company. The Audit Committee shall report to the Board of Directors for improvement within the period as the Audit Committee deems appropriate.
  - (1) Conflict of Interest Report
  - (2) Fraud, or there is something wrong or there is a significant deficit in the internal control system.
  - (3) Violation of any law or requirement of the Stock Exchange of Thailand and other relevant laws
- 3. If the Audit Committee has reported to the Board of Directors anything that has a material impact on the financial position and results of operations. And there has been discussions with the Board of Directors and the executives that there must be improvements. At the expiration of the jointly stipulated time, if the Audit Committee finds that there is unreasonable neglect to take such remedial action, any member of the Audit Committee may report the findings directly to the Securities and Exchange Commission. or the Stock Exchange of Thailand.

#### Reporting of listed companies to the Stock Exchange of Thailand

- 1. Appointment of the Audit Committee
  - 1.1 Report on the resolutions of the Board of Directors' meeting regarding the appointment of the Audit Committee and submit the form to report the names and scope of the Audit Committee according to the regulations of the Stock Exchange of Thailand.
  - 1.2 Submit the certificate and profile of the Audit Committee together with a report on the resolution of appointing the Audit Committee to the Stock Exchange of Thailand within three days from the date the Board of Directors resolves to appoint the Audit Committee.



- 2. Changes in Audit Committee Members
  - 2.1 Report on the resolutions of the Board of Directors' meeting regarding the change of members of the Audit Committee to the Stock Exchange of Thailand in accordance with the regulations of the Stock Exchange of Thailand.
  - 2.2 Submit a certificate and profile of the audit committee for the newly appointed Audit Committee and report on the resolution of the appointment of the Audit Committee.
- 3. Report on the resolutions of the Board of Directors' meeting regarding the change of duties and scope of work of the Audit Committee to the Stock Exchange of Thailand, according to the regulations of the Stock Exchange of Thailand within three days from the date of the Board of Directors' resolution regarding the change.

#### Compensation

The Audit Committee receives remuneration from the Company as determined by the Board of Directors and proposed for approval from the shareholders' meeting holding ordinary shares for the year. The structure and composition of the stipulated remuneration must be appropriate to the duties and responsibilities assigned by each director and at a level that can be motivating. and maintain quality directors or comparable in the same industry.

#### Self assessment of performance

The Audit Committee is responsible for evaluating their own performance once a year.



# **Charter of the Risk Management Committee**

The Board of Directors realizes the importance of controlling the Company's management to comply with the policy, therefore, consider appointing the Risk Management Committee with the authority and duties as follows:

Composition of the Risk Management Committee

- 1. The Risk Management Committee will be appointed by the Board of Directors. The committee consists of people who understand the business and have direct experience in business at least three persons and must be at least an independent director.
- 2. The Risk Management Committee consists of directors appointed by the Board of Directors.
- 3. The Chairman of the Risk Management Committee must not be the same person as the Chairman of the Board of Directors.
- 4. Requires the Risk Management Committee to appoint a Secretary of the Risk Management Committee. This may be the head of the business support department. or the person the Risk Management Committee deems appropriate.

#### Qualifications of the Risk Management Committee

- 1. To have knowledge and understanding of the risks of the entity.
- 2. The Risk Management Committee is able to devote sufficient time to work as a Risk Management Committee member to achieve the objectives.

#### Duties and Responsibilities of the Risk Management Committee

- 1. Formulate and review policies Organize Risk Management Framework.
- 2. Supervise and support the implementation of corporate risk management in line with strategy and business goals including changing circumstances.
- 3. Consider reporting the results of corporate risk management and comment on the risks that may arise including guidelines for determining control or mitigation measures and continuous improvement of the organization's risk management system to be effective.
- 4. Report the results of corporate risk management to the Board for acknowledgment and in the event that there are important factors or events which may affect the company significantly and must be report to the Board of Directors for acknowledgment and consideration as soon as possible.
- 5. Meeting of the Risk Management Committee at least twice a year.
- 6. Perform any other duties as assigned by the Board of Directors.

#### Appointment of the Risk Management Committee and Tenure

- 1. The Risk Management Committee operates within the scope of duties and responsibilities as instructed by the Board of Directors. The Board of Directors is responsible for the Company's operations directly to shareholders, stakeholders and guests.
- 2. The Risk Management Committee shall hold office for a term of three years and according to the term of office as a director, which, upon vacating office upon the expiration of the term, may be reappointed In addition to the termination of office by the above-mentioned terms, the Risk Management Committee retiring when



- Dead
- Resign
- Disqualified to be an audit committee according to this charter or according to the rules of the Stock Exchange of Thailand
- Retired from being a director of the Company

In the event that the Risk Management Committee position is vacant due to reasons other than retirement by rotation, the Board of Directors shall appoint a person with full qualifications to be a Risk Management Committee member so that the Risk Management Committee has the required number in these regulations. The person elected to be the Risk Management Committee member will remain in the position for only the remaining term of the Risk Management Committee member he replaces.

#### Meeting

- 1. The Risk Management Committee meeting has to be arranged at least twice a year and the Risk Management Committee may convene additional meetings as deemed appropriate or upon request from the Risk Management Committee or the Chairman of the Board to consider issues that need to be discussed together by inviting the management or executives or employees of the Company related persons or persons deemed appropriate to attend the meeting, give opinions or submit information documents that are deemed relevant or necessary.
- 2. In the event that the Chairman of the Risk Management Committee is unable to perform the duties of Chairman of the meeting. The Chairman of the Risk Management Committee shall assign any director or the committee members at the meeting elect any member to act as the chairman of the meeting instead.
- 3. In the event that the directors are unable to attend the meeting, the director shall notify the Secretary of the Risk Management Committee orally or may send a letter of absence from the meeting.
- 4. The risk management committee who has a stake in any matter does not have the right to vote on that matter.
- 5. The resolution of the meeting shall be made by a majority of votes as the criteria for the resolution of the Board of Directors to the board one person has one vote and the majority of votes shall be considered as a criterion. In the case of equal votes The chairman of the meeting casts an additional vote (one vote) in order to decide. The secretary of the Risk Management Committee has no right to vote.
- 6. The Secretary of the Risk Management Committee is responsible for prepare for the meeting, including preparing for the meeting; agenda documents accompanying the meeting including the delivery of the meeting invitation letter agenda and meeting documents to all Risk Management Committee not less than three days before the meeting, except in case of urgent need to maintain the Company's benefits may notify the meeting by other methods and may set an earlier meeting date and is responsible for preparing the minutes of the meeting to send to the Risk Management Committee within fourteen days after the meeting is finished.
- 7. A resolution of the Risk Management Committee may be made without a meeting and is effective as if a resolution had already been passed by the Risk Management Committee when all members of the Risk Management Committee have signed to certify the resolution.



#### Compensation

Risk Management Committee receive compensation from the Company as determined by the Board of Directors and proposed for approval from the Annual General Meeting of Shareholders. The structure and composition of the stipulated remuneration must be appropriate to the duties and responsibilities assigned by each director and at a level that can motivate and retain qualified directors or comparable in the same industry.

# Self assessment of performance

Risk Management Committee is responsible for evaluating their own performance once a year.

#### Reporting

The Chairman Risk management is responsible for reporting to the Board of Director for acknowledgment of the risk management results or things that need to be made significant improvements in every meeting of the Board of Directors for acknowledgment to realize the Company's Major Risks including factors that may affect the operations of the organization in the future.



#### **Charter of the Nomination and Remuneration Committee**

The Board of Directors realizes the importance of controlling the Company's management. To comply with the policy, therefore, consider appointing the Nomination and Remuneration Committee to be responsible for considering the criteria and the process of nominating qualified persons to hold positions of directors and top executives of the organization. To select the persons according to the nomination process that has been determined and consider the criteria for paying compensation and the form of remuneration for directors and top executives of the organization. To propose an opinion to the Board of Directors for consideration before proposing it to the shareholders for approval. Composition of the Risk Management Committee

- The Nomination and Remuneration Committee consists of at least three directors and executives, of which more than half of the total number of directors must be independent directors.
- 2. The Nomination and Remuneration Committee is appointed by the Board of Directors.
- 3. Independent Director, holding the position of Chairman of the Nomination and Remuneration Committee

#### Qualifications of the Nomination and Remuneration Committee

- 1. Qualified and not qualified under the law governing public limited companies and other relevant laws.
- 2. Members of the Nomination and Remuneration Committee who are independent directors must Being independent in accordance with the principles of good corporate governance.
- 3. A person who has the ability and useful experience in performing duties as a member of the Nomination and Remuneration Committee and able devote enough time to perform duties

#### Duties and responsibilities of the Nomination and Remuneration Committee

#### 1. Recruitment Operations

- 1.1 Select and nominate a qualified person to act as a director of the Company or directors in various sub-committees including in the event that the position of the Company's director is vacant by using the definition and qualifications of the director as a criterion In considering and giving opinions to the Board of Directors, which will be presented to the shareholders' meeting to appoint the directors.
- 1.2 Consider the suitability of the number, structure and composition of the Board of Directors. Determine the qualifications of the directors taking into account the qualifications of the committee that must consist of persons with knowledge and abilities and experiences in various fields appropriately to be presented to the Board of Directors.
- 1.3 Consider the nomination, selection and nomination of suitable persons for the position. Retired directors and/or vacant positions and/or additional appointed.
- 1.4 Planning and executing the recruitment of successors senior management\* and senior executive vice-presidents\*\* with appropriate qualifications, knowledge, abilities and expertise. including having sufficient leadership skills

Note: \* Top management means the position of Managing Director.

<sup>\*\*</sup> Senior Executive Vice President means Deputy Managing Director, Director of Operations and Director of Accounting and Finance.



- 1.5 To perform any other tasks related to recruiting as assigned by the Board of Directors.
- 1.6 Evaluate the performance of the top management of the Company to propose to the Board of Directors' meeting for acknowledgment and approval.

# 2. Compensation

- 2.1 Prepare rules and policies for determining the remuneration of the Board of Directors and sub-committees, and regularly review the appropriateness of the criteria used in considering the remuneration. To be in line with the goals of the company as well as being consistent with the interests of shareholders and present to the Board of Directors for consideration.
- 2.2 Determine necessary and appropriate remuneration, both monetary and non-monetary, of the Board of Directors individually. By determining the remuneration of the Board of Directors, consider the appropriateness of the duties and responsibilities. Responsibilities, performance, and comparison with companies in similar businesses and expected benefits from directors to propose to the Board of Directors for consideration and to propose to the shareholders' meeting for approval. taking into account three factors as follows:
  - Practices that companies in the same industry use to pay compensation
  - Operating results and business size of the company
  - Responsibilities, knowledge, abilities and experiences of directors
- 2.3 Consider payment of compensation or other benefits. of the Board of Directors and senior management \* and senior executive vice-presidents \*\* as appropriate

  Note: \* Top management means the position of Managing Director.
  - \*\* Senior Executive Vice President means Deputy Managing Director, Director of Operations and Director of Accounting and Finance.
- 2.4 Disclosure policies regarding compensation and disclosure of compensation in various forms including the preparation of compensation reports and the opinion of the Nomination Committee according to the regulations of the stock exchange of Thailand in the annual report.
- 2.5 Prepare Corporate Governance Report/ Performance of the Board of Directors

  Nomination and Remuneration to the Board of Directors which is disclosed in the

  Company's annual report and signed by the chairman Nomination and Remuneration.
- 2.6 Perform any other tasks related to the determination of remuneration as assigned by the Board of Directors by the management and various departments must report or present relevant information and documents to the Nomination and Remuneration Committee to support the performance of the Nomination and Remuneration Committee to achieve its assigned duties.

#### Appointment of directors Nomination and Remuneration and term of office

The Nomination and Remuneration Committee shall hold office for a term of three years and according to the term of office as a director, which upon vacating office upon the expiration of the term, may be reappointed In addition to the termination of office by the above-mentioned terms, the Nomination and Remuneration Committee retiring when



- Dead
- Resign
- Disqualified to be a member of the Nomination and Remuneration Committee according to this charter or according to the rules of the Stock Exchange of Thailand
- Retired from being a director of the Company

In the event that the position of the Nomination and Remuneration Committee is vacant for reasons other than retirement by rotation, the Board of Directors shall appoint a qualified person to be a member of the Nomination and Remuneration Committee, in order for the Nomination and Remuneration Committee to complete the amount as prescribed in these regulations. The person elected to be the Nomination and Remuneration Committee shall remain in office for the remaining term of the Nomination and Remuneration Committee he replaces.

#### Meeting

- 1. Nomination and Remuneration Committee Meeting must be arranged at least one a year and may call additional meetings as deemed appropriate or upon request from the Nomination and Remuneration Committee or the Chairman of the Nomination and Remuneration Committee to consider issues that need to be discussed.
- 2. In the event that the chairman of the Nomination and Remuneration Committee is unable to perform the duties of chairman of the meeting, the Chairman of the Nomination and Remuneration Committee shall assign any director or the committee members at the meeting elect any member to act as the chairman of the meeting instead.
- 3. In the event that the directors are unable to attend the meeting, the committee shall notify the secretary of the Nomination and Remuneration Committee orally or may send a notice of meeting leave.
- 4. The Nomination and Remuneration Committee who has a stake in any matter shall not have the right to vote on that matter.
- 5. The resolution of the meeting shall be made by a majority of votes as the criteria for the resolution of the Board of Directors to the board Each person has one vote and the majority of votes shall be considered as a criterion. In the case of equal votes The chairman of the meeting casts an additional vote (one vote) in order to decide. The secretary of the Nomination and Remuneration Committee has no right to vote.
- 6. The secretary of the Nomination and Remuneration Committee is responsible for the preparation of meetings, including meeting preparation. Agenda Documents accompanying the meeting including the delivery of the meeting invitation letter agenda and meeting documents to all the Nomination and Remuneration Committee not less than three days before the meeting, except in case of urgency in order to maintain the benefits of the Company, the meeting may be called by other methods and the meeting date may be set earlier and is responsible for preparing the minutes of the meeting to send to the Nominate and determine remuneration within fourteen days after the meeting is over.
- 7. A resolution of the Nomination and Remuneration Committee may be made without a meeting and shall be valid as if the resolution had already been passed upon the signature of all members of the Nomination and Remuneration Committee endorsed in that resolution.



#### Compensation

The Nomination and Remuneration Committee receives remuneration from the Company. As determined by the Board of Directors and proposed for approval from the Annual General Meeting of Shareholders. The structure and composition of the stipulated remuneration must be appropriate to the duties and responsibilities assigned by each director and at a level that can motivate and retain qualified directors. or comparable in the same industry.

# Self assessment of performance

The Nomination and Remuneration Committee is responsible for evaluating their own performance once a year.

#### Reporting

The Chairman of the Nomination and Remuneration Committee is responsible for reporting the results or any other reports to the Board of Directors should know.



# **Board Charter Corporate Governance Committee**

The Board of Directors has established a corporate governance policy. Anti-Corruption Policy for the Company's Business Operations be transparent, fair to all stakeholders and demonstrate social responsibility to build public confidence as well as to allow the Company. There is management for the organization to create and improve create sustainable value for all stakeholder groups. The Board of Directors therefore resolved to appoint the Corporate Governance Committee as well as to establish a charter of the Corporate Governance Committee, in order to be able to perform duties as assigned by the Board of Directors in an effective and efficient manner according to international standards.

Components of the Corporate Governance Committee

- 1. Corporate Governance Committee Consists of at least three people directors and executives.
- 2. The Corporate Governance Committee is appointed by the Board of Directors.
- 3. Independent Director, holding the position of Chairman of the Corporate Governance Committee

### Qualifications of the Corporate Governance Committee

- 1. Qualified and not qualified under the law governing public limited companies and other relevant laws.
- 2. Members of the Corporate Governance Committee who are independent directors must being independent according to the principles of good corporate governance.
- 3. A person who has the ability and useful experience in performing duties as a member of the Corporate Governance Committee and able to devote enough time to perform duties

## Duties and responsibilities of the Corporate Governance Committee

- 1. Prepare corporate governance policy, business ethics, and code of conduct of Anti-Corruption Policy Sustainability Policy in accordance with the law and regulations of government agencies and organizations that govern the Company, such as the Stock Exchange of Thailand. The Office of the Securities and Exchange Commission is ready to present to the Board of Directors for consideration and approval.
- 2. Determine policies and guidelines for conducting business with social and environmental responsibility and sustainable development planning.
- 3. Propose guidelines on corporate governance practices related to anti-corruption and sustainability management to the Board of Directors along with giving advice as well as make recommendations to the Board of Directors on matters related to corporate governance and practices. related to anti-corruption and sustainability management.
- 4. Supervise the operation of the executives in accordance with the corporate governance policy, anti-corruption policy, sustainability policy. Including reviewing and evaluating compliance with corporate governance policy and sustainability policy with directors and management and give suggestions on the implementation of the policy.
- 5. Review the Corporate Governance Policy Business ethics and work practices anti-corruption policy, sustainability policy and relevant practices to be continually up-to-date at least once a year with reference to international guidelines, laws and regulations of government agencies and corporate governance bodies such as: Stock Exchange of Thailand Office of the Securities



- and Exchange Commission and to propose to the Board of Directors for consideration and approval of improvements.
- 6. Coordinate with sub-committees and various working groups in considering matters related to corporate governance, anti-corruption, Social and Environmental Responsibility and sustainability management and give advice.
- 7. Promote the Company such communication to directors, executives, employees at all levels and related parties. Realize and understand the policies and practices of corporate governance. Business Ethics and Code of Conduct Work on anti-corruption policy Sustainability policies and related practices are sufficient and continuous.
- 8. Comply with the anti-corruption policy as well as practices related to anti-corruption.
- 9. Approve the sustainability report before public disclosure.
- 10. Perform any other acts as the Board of Directors deems appropriate and assign

### Appointment of the Corporate Governance Committee and their term of office

- 1. The Corporate Governance Committee has a term of office of three years and according to the term of office as a director. who, upon retirement from office upon the expiration of the term, may be reappointed as necessary and appropriate In addition to the termination of the position according to the above-mentioned terms Member of the Corporate Governance Committee retiring when
  - Dead
  - Resign
  - Disqualified to be a member of the Corporate Governance Committee under this
     Charter or according to the rules of the Stock Exchange of Thailand
  - Retired from being a director of the Company
- 2. In the event that the position of Corporate Governance Committee is vacant due to reasons other than retirement by rotation, the Board of Directors shall appoint a person with full qualifications to be a member of the Corporate Governance Committee, in order for the Corporate Governance Committee to complete the number as specified in these regulations. The person elected to be a member of the Corporate Governance Committee shall remain in the position for the remainder of the term of the Corporate Governance Committee he replaced.

### Meeting of the Corporate Governance Committee

- Set up a meeting of the Corporate Governance Committee at least once a year and may call additional meetings as deemed appropriate or upon request from the Corporate Governance Committee or Chairman of the Corporate Governance Committee to consider issues that need to be discussed together.
- 2. In the event that the Chairman of the Corporate Governance Committee is unable to perform the duties of chairman of the meeting. The Chairman of the Corporate Governance Committee shall assign any director or the committee members at the meeting elect any member to act as the chairman of the meeting instead.
- 3. In the event that the directors are unable to attend the meeting The directors shall notify the secretary of the Corporate Governance Committee oral or may send a letter of leave of absence from the meeting.



- 4. Any member of the Corporate Governance Committee who has a stake in any matter has no right to vote on that matter.
- 5. The resolution of the meeting shall be made by a majority of votes as the criteria for the resolution of the Board of Directors to the board Each person has one vote and the majority of votes shall be considered as a criterion. In the case of equal votes, the chairman of the meeting casts an additional vote (one vote) in order to decide. Secretary of the Corporate Governance Committee who does not have the right to vote.
- 6. The secretary of the Corporate Governance Committee is responsible for the preparation of meetings, including meeting preparation. Agenda Documents accompanying the meeting including the delivery of the meeting invitation letter agenda and meeting documents to all Corporate Governance Committees not less than three days before the meeting, except in case of urgent need to maintain the Company's benefits may notify the meeting by other methods and may set an earlier meeting date and is responsible for preparing the minutes of the meeting to send to all the Corporate Governance Committee within fourteen days after the meeting is finished.
- 7. Resolution of the Corporate Governance Committee may be done without a meeting and shall be effective as if a resolution had already been passed when all members of the Corporate Governance Committee have signed to certify such resolution.

### Compensation

The Corporate Governance Committee is entitled to receive remuneration from the Company as determined by the Board of Directors and proposed for approval from the annual general meeting of shareholders. The structure and composition of the stipulated remuneration must be appropriate to the duties and responsibilities assigned by each director and at a level that can be motivating and maintain quality directors or comparable in the same industry.

#### Self-assessment of performance

The Corporate Governance Committee is responsible for evaluating their own performance once a year.

### Reporting

The Corporate Governance Committee reporting the performance to the Board of Directors at least once a year and prepare a report of the Corporate Governance Committee for disclosure in the Corporate Governance Committee in the Company's annual report and signed by the Chairman of the Corporate Governance Committee.



### **Executive Committee Charter**

The Board of Directors realizes the importance of controlling the Company's management. In accordance with the policy, it was considered to appoint the Executive Committee with the following powers and duties:

The composition of the Executive Committee

- 1. Appointed by the Board of Directors
- 2. Three directors are executives and employees in management level together as the Executive Committee.
- 3. The Board of Directors will elect one Executive Director to be the Executive Chairman.
- 4. The Executive Chairman may be the same person as the senior management or managing director.
- 5. High-level executives or managing directors hold the positions of secretary to the Executive Committee.

#### **Executive Board Qualifications**

- 1. Being a director or executive of the Company.
- 2. Has qualifications and does not have any prohibited qualifications under the law governing public limited companies and the law governing with Securities and Exchange Commission of Thailand and Stock Exchange of Thailand and other relevant laws Including must not have characteristics that indicate a lack of suitability to be trusted to manage a publicly held company. Be a shareholder as specified by the Securities and Exchange Commission of Thailand
- 3. Being a person with knowledge, ability and experience that is beneficial to the Company's business, honesty, integrity, and ethical business conduct and able to devote enough time to perform duties.

### Duties and responsibilities of the Executive Committee

- 1. Set goals, policies, business plans, and business strategies, and the Company's annual budget including business expansion financial, planning Human Resources Management Policy as well as consider and screen the management's proposals for submission to the Board of Directors for approval.
- 2. The meeting of the Executive Committee must be attended by not less than half of the Executive Committee members. As for the resolution of the Executive Committee, the majority of votes must be obtained from the meeting and such votes counted at least half of the votes of the entire Executive Committee.
- 3. Consider improving the business plan accordingly for the benefit of the Company.
- 4. Consider various contracts which is binding on the Company according to the authority in the manual.
- 5. Responsible for having sufficient important information of the Company for decision-making by the Board of Directors and shareholders, including preparing reliable financial reports. It meets good standards and is transparent.
- 6. Consider the Company's profits and losses and propose interim dividends and/or annual dividend to the Board of Directors



- 7. Consider implement a new business or selecting and expanding a business to propose to the Board of Directors.
- 8. Consider and scrutinize all types of work that must be presented to the Board of Directors' meeting. Unless the work is under the authority, responsibility and/or the authority of other sub-committees of the Company to be considered and screened for submission to the Board of Directors directly.
- 9. Take any action in support of the above. or according to the opinion of the Board of Directors or as authorized by the Board of Directors.
- 10. Proposing to the Executive Committee Meeting on any matter which has been resolved and/or approved by the Executive Committee meeting and report to the Board of Directors in the next Board of Directors meeting.
  - However, the Executive Committee is unable to approve the transactions in which it or persons who may have conflicts of interest or may have conflicts of interest. Other Conflicts of Interest with the Company or a subsidiary

## Appointment of Executive Directors and term of office

- 1. The Executive Committee is appointed by the Board of Directors. The term of office is three years, with the term of office being according to the terms of the directorship which, upon vacating office upon the expiration of the term, may be reappointed. In addition to the termination of office by the above-mentioned terms, the Risk Management Committee retiring when
  - Dead
  - Resign
  - Disqualified to be an audit committee according to this charter or according to the rules of the Stock Exchange of Thailand
  - Retired from being a director of the Company
- 2. Any executive director who wishes to resign from the position must submit a resignation letter to the Company. The resignation shall be effective from the date the resignation letter reaches the Company.
- 3. In the event that an executive director's position is vacant for reasons other than retirement by rotation, the Board of Directors shall appoint a person who has all the qualifications to be an Executive Director so that the Executive Committee has a full number as prescribed in these Articles of Association. The person elected to be the Executive Director shall remain in office for the remaining term of the Executive Committee member he replaces.

## Meeting

1. The Executive Committee meeting may be held or convened as it deems appropriate. The chairman of the executive committee or the secretary of the executive committee as the person assigned by the chairman of the executive committee shall convene a meeting of the executive committee. or upon request from senior management or the chairman of the board when there is an agenda that needs to be discussed together



- 2. in summoning the Executive Committee meeting The notice of the meeting shall be sent to the Executive Committee in advance. not less than 3 days (three days) before the meeting date except in case of urgent need The invitation letter must specify the date. time, place and agenda
- 3. Executive Board Meeting At least half of the total number of executive directors must be present. All Executive Directors therefore constitute a quorum. In the event that the Executive Chairman is not present at the meeting or unable to perform the duties, the Executive Directors present at the meeting shall elect one Executive Director to chair the meeting.
- 4. Executive directors who have stakes in any matter do not have the right to vote on that matter.
- 5. Executive Board Meeting shall be based on the majority vote. In case of equal votes, the chairman of the meeting shall have one more vote as a casting vote.
- 6. The secretary of the Executive Committee or an assigned person shall record the minutes of the meeting.

### Reporting

- 1. The Chairman of the Executive Committee has the duty to report the results of the meetings or any other reports that the Board of Directors should be aware of in making decision at the next meeting of the Board of Directors The Board of Directors should know in the next Board of Directors meeting.
- 2. The Chairman of the Executive Committee has the duty to report the results of the previous year's performance to shareholders in the annual report.
- 3. The Executive Committee Secretary is responsible for preparing the minutes of the Executive Board meetings.



# **Managing Director's Charter**

## Nomination of Managing Director

"Managing Director" is appointed by considering and approving the appointment of the Company's directors by the Nomination Committee Conducting the recruitment of qualified persons for the position

### Qualifications of the Managing Director

#### 1. General features

- 1.1 Thai nationality
- 1.2 Able to work full time for the Company.
- 1.3 Not being a person of unsound mind or mental infirmity.
- 1.4 Not being a bankruptcy or has never been a dishonest bankrupt.
- 1.5 Never sentenced to a final sentence of imprisonment whether or not he has actually been sentenced to imprisonment, except for an offense committed through negligence or a petty offence or lapse of punishment or the expiration of the suspension period.
- 1.6 Never been fired, laid off or fired from a job because of dishonesty

## 2. Specific properties

- 2.1 Graduated not lower than a bachelor's degree, having knowledge, expertise and experience in organizational management.
- 2.2 Have a vision of management in the transportation business and business related to transportation business
- 2.3 Have morals and ethics in administration and good corporate governance, personality, leadership and good human relations.
- 2.4 Able to communicate and coordinate well both internally and externally
- 2.5 Having knowledge and expertise in organizational management to be able to meet the needs and good services

#### Duties and responsibilities of the Managing Director

The Managing Director has duties and responsibilities as follows:

- 1. To control of business operations Strategic planning for operations and daily management of the Company.
- 2. To decide on important matters of the company Set missions, objectives, guidelines, policies of the company. including control of management in various fields.
- 3. Has the authority to command, contact, give orders, as well as to sign any contract, document, order, notice as set forth in the Operator's Manual
- 4. Authorize to hire, appoint, or transfer any person as deemed appropriate as well as determine the appropriate scope of authority and compensation and have the power to dismiss to be issued according to the appropriateness of employees at different levels as set forth in the Action Authority Manual.
- 5. Has the power to set trade terms for the benefit of the Company.
- 6. To consider investing in a new business. or business termination to present to the Executive Committee and/or director of the Company.
- 7. To perform any act as assigned by the Executive Committee and/or the Company's Directors.



The aforementioned delegation of powers, duties and responsibilities of the Managing Director shall not include powers and/or sub-authorizations in approving any items that he or his/her sub-assignee. or persons who may have conflicts (as defined in the Notification of the Capital Market Supervisory Board) having interests or interests in any other manner contrary to the Company which is an approval of such transaction must be proposed to the Board of Directors' meeting and/or the shareholders' meeting (as the case may be) to consider such items according to the Company's regulations or the relevant laws.

## Compensation

The determination of the Managing Director's remuneration shall be considered by the Nomination and Remuneration Committee by follwing to the Company's policy. In determining the remuneration of the Managing Director, both short-term and long-term, consist of annual salary and bonuses including any other compensation to consider from the operating results of the Company and performance.



# **Charter of the Company Secretary**

The Board of Directors realizes the importance of roles, duties and responsibilities of the Company Secretary. Therefore, it was considered to appoint a company secretary to act in support of various activities of the Board of Directors and to assist the Board of Directors and the Company itself to perform their duties in accordance with the legal framework and in accordance with the principles of good corporate governance set by the Stock Exchange of Thailand The Board of Directors therefore deems it appropriate to prescribe the charter of the Company Secretary as follows:

Qualifications of Company Secretary

The Board of Directors selects a person to be a company secretary. The Company's secretary may be the same person as the Board of Directors' secretary.

## **Duties and Responsibilities of Company Secretary**

The company secretary must perform duties responsibly as caution and honesty According to the Securities and Exchange Act (No. 4) B.E. 2551 (2008), which specifically defines the roles, duties and responsibilities for the Company Secretary as follows:

- 1. Provide basic advice to the Board of Directors and executives regarding the laws, rules and regulations of the Company that the Company must comply with as well as to ensure the smooth operation of the Board of Directors and effective in accordance with the law and other relevant requirements.
- 2. Responsible for arranging the shareholders' meeting and meeting of the Board of Directors in accordance with the law and the Company's Articles of Association.
- 3. Record the minutes of the shareholders' meeting and Board of Directors meeting as well as follow up to ensure compliance with the resolutions of the shareholders' meeting and the Board of Directors' meeting.
- 4. Prepare and maintain the following documents:
  - Director registration
  - Board of Directors' meeting notice board meeting minutes and the Company's annual report
  - Notice of the shareholders' meeting and the minutes of the shareholders' meeting
- 5. Prepare and maintain a register of directors Company's annual report Notice of meeting of shareholders, notice of meeting of the Board of Directors Minutes of the shareholders' meeting and the minutes of the Board of Directors' meeting.
- 6. Keeping stakeholders' reports and reported by company directors or executives together with sending a copy of the report of conflict of interest to the Chairman of the Board of Directors and the Chairman of the Audit Committee within seven days from the date the Company receives the report.
- 7. Other actions as announced by the Capital Market Supervisory Board
- 8. Other actions as assigned by the Board of Directors



### Principles of the company secretary

The company secretary must perform duties responsibly as caution and honesty as well as to comply with the law, objectives, and regulations of the Company Board resolution as well as shareholders' resolutions by

- 1. Decisions must be made on the basis of what in good faith believes to be sufficient.
- 2. The decision was made without any interest whether directly or indirectly in the matter of that decision.
- 3. Acting in good faith for the best interest of the Company is important.
- 4. Act with a legitimate and appropriate purpose and does not act that is contrary to or inconsistent with the interests of the company significantly.
- 5. Do not seek benefit from the use of the Company's information that has been known, unless it is information that has already been disclosed to the public or uses the Company's assets or business opportunities in a manner that violates the rules or general practice as prescribed in the notification of the Capital Market Supervisory Board;
- 6. Not enter into any agreement or contract which may cause conflicts of interest with the Company or its employees or customers, it is also contrary to the treatment of their duties.

## In the event that the company secretary vacates office or is unable to perform duties

Guidelines in case of company secretary vacating office or unable to perform duties set out as follows;

- 1. The Board of Directors shall appoint a new company secretary within ninety days from the date the former company secretary vacates office or is unable to perform duties.
- 2. The Board of Directors has the power to assign any director. To perform duties on behalf of the company secretary during the retirement of the company or unable to perform duties.
- 3. The chairman of the board notifies the name of the company secretary to the Securities and Exchange Commission within fourteen days from the date of appointing a person responsible for such position.
- 4. Proceed to notify the Securities and Exchange Commission of Thailand of the location of document storage under Clauses 1 . and 2 .



## **Good Corporate Governance Policy**

The Board of Directors' meeting has set a policy on corporate governance in accordance with the guidelines of the Stock Exchange of Thailand. In order for the board of directors, executives and all employees of the organization to adhere to it as a guideline to promote the Company Efficient in business be transparent and can check The Board of Directors is committed to the management based on corporate governance principles. Good Practices for Directors of Listed Companies, Rules, Regulations, and Guidelines of the Stock Exchange of Thailand and the Securities and Exchange Commission with a determination to develop to enhance the corporate governance of the Company towards international best practices which creates confidence for shareholders, investors and all related parties and is committed to supervising the administration to ensure efficient work The essence of corporate governance is divided into 5 categories as follows:

### Section 1: Rights of Shareholders

The Company values the rights of all shareholders equally. The rights of such shareholders cover basic rights such as trading in securities held, share in the profits of the business obtaining sufficient information and information of the Company Attending the meeting to vote at the shareholders' meeting to appoint or remove directors, appoint an auditor and matters that affect the Company, such as the allocation of dividends Determination or amendment of regulations and memorandum of association and capital reduction or capital increase, etc., in addition to the aforementioned basic rights, the Company requires various actions To promote and facilitate the exercise of shareholders' rights as follows:

- 1. The Company will disseminate information on the agenda of the shareholders' meeting in advance on the Company's website. before sending documents by the Company send the invitation letter to the shareholders' meeting and supporting documents not less than seven days prior to the meeting date, specifying the date, time, location, agenda of the meeting. As well as complete meeting information documents including informing various rules used in the meeting and the rights of shareholders to attend the meeting and vote.
- 2. In the event that the shareholders are unable to attend the meeting in person, the Company will give the shareholders an opportunity to appoint independent directors or any person to attend the meeting instead by using any one of the proxy forms that the Company Sent along with the meeting invitation letter.
- 3. Provide opportunities for shareholders to express their opinions, suggestions and questions prior to the date of the shareholders' meeting. Including in the meeting, the Company will allocate appropriate time to allow shareholders to ask questions, comments and suggestions by independently. The Company will provide sufficient information on the matter to the shareholders.
- 4. All directors will attend the meeting unless there is a necessity so that shareholders can ask questions on related matters.
- 5. After the meeting is finished, the Company will prepare the minutes of the meeting to show accurate and complete information for the shareholders to be able to examine.



### Section 2: Equitable Treatment of Shareholders

The Company has guidelines for treating shareholders in every transaction both executive shareholders and non-executive shareholders of the Company Major shareholders or minority shareholders fairly and equitably. In order to build confidence to shareholders that the Board of Directors and the management of the Company will take care and use the shareholders' money appropriately It has established guidelines for shareholders to treat and protect their fundamental rights equally. In organizing the shareholders' meeting, the Company will give shareholders an opportunity to nominate a person to be a director in advance on an appropriate date and time. including giving opportunities to shareholders who are unable to attend the meeting in person can exercise the right to vote by authorizing an independent director or other person to attend the meeting and vote on his/her behalf However, the proceedings of the meeting will be in accordance with the Company's regulations and according to the agenda of the meeting, the company will prepare documents for consideration on each agenda clearly and sufficiently. Also, the agenda will not be added without unnecessary notice in advance especially important agenda that shareholders need time to consider the information before making a decision.

The Company has established preventive measures in cases where directors, executives, employees and employees use inside information to benefit themselves or others in a wrong way by defining written guidelines and has informed the guidelines for everyone in the organization to follow. The policy and method for monitoring the use of inside information for personal benefit has been assigned to the Board of Directors, being a caretaker and adjudicating the guilt In the case of directors and/or management uses inside information for personal gain and assign the top executive to consider the offense according to the prescribed sanctions. In addition, the company also informed the directors and executives of their duty to report the Company's holdings of securities for themselves, their spouses and underage children as well as reporting changes in securities holdings to the Office of the Securities and Exchange Commission in accordance with Section 59 and penalties under the Securities and Exchange Act B.E. 2535.

## Section 3: Roles of Stakeholders (Roles of Stakeholders)

The Company attaches importance to the supervision of all groups of stakeholders such as customers, employees, trading partners, shareholders or investors, creditors and communities where the Company is located, etc. Stakeholders will be taken care of by the Company, according to the rights under the relevant laws. The Company will not take any action that violates the rights of stakeholders under the law or in accordance with the agreement, the Company has considered to have a process to promote the participation of stakeholders in accordance with the roles and duties that are involved in enhancing the Company's performance. In order to operate the Company's business as well as to create sustainable stability for the business and create fair benefits to all parties. In addition, the Company also provides channels for stakeholders to communicate, suggest or provide information to the Board of Directors through the independent directors or the Audit Committee of the Company.

The Company has considered a process to promote cooperation between the Company. with stakeholders in Creation of financial wealth and sustainability of the business as follows:



- 1. Give importance to employees at all levels of the Company by treating them equally, fairly and providing compensation that is appropriate to the knowledge and abilities of each employee. Along with continually focusing on the development of potential and knowledge Including the importance of taking care of the working environment. Taking into account the safety of work and the quality of life of employees is important.
- 2. The purchase of goods and services from customers is subject to commercial terms by strictly complying with the contracts made together to create a relationship that will bring long-term benefits to both parties.
- 3. Compliance with the loan terms in accordance with the existing agreements.
- 4. Customer care and responsibility to customers in terms of service quality and providing good and standard service Customer Confidentiality and an emphasis on fair and equitable pricing. under the available pricing policy.
- 5. Compliance with the rules good competition including avoiding dishonest methods to destroy trade competitors.
- 6. Giving importance and responsibility to nearby/ around communities and societies about the environment as well as to support activities that benefit the community as well as to develop the environment of the community and society for a better life by considering as appropriate.

## Section 4: Disclosure and Transparency

The Company attaches great importance to the disclosure of information by the Board of Directors to ensure that the Company Disclosure of information related to the company Both financial and non-financial information is accurate, complete, timely and transparent by disclosing through various channels with easy access to information; equal and reliable, according to the channels prescribed by law The important information that the Company will disclose are financial reports and various non-financial information that may affect the price of the Company's securities. This is in accordance with the requirements of the Securities and Exchange Commission of Thailand and the Stock Exchange of Thailand.

The Company ensure that the quality of financial reports is accurate. It complies with generally accepted accounting standards and has been audited by independent auditors which has been certified by the Securities and Exchange Commission and the Stock Exchange of Thailand In addition, the Company will disclose the following information to show transparency in its business operations: Disclosure of the duties of the Board of Directors and the Audit Committee such as the number of meetings and the number of times each director attends the meeting of the previous year. Disclosure of remuneration payment policy for directors and senior management including the form and nature of the compensation and report on corporate governance policy and performance according to the policy. The above information, in addition to disclosure to the public through the Securities and Exchange Commission or the Stock Exchange of Thailand, will also be disclosed through the Company's website.



## Section 5: Board Responsibilities

The Board of Directors consists of qualified persons with knowledge/ skills and diverse experiences which can use their experiences to develop and formulate policies that will benefit the Company's business operations by the Board of Directors of the Company have independence in making decisions for the best interest of the business and its shareholders as a whole and has an important role in formulating company policies including supervision, monitoring and auditing of operations and evaluating the performance of the business compared to the work plan, which the Company has determined to have a committee of not less than seven members, comprising of not less than two directors from the management and non-executive directors not less than four, with three independent qualified directors person who is more than one third of the total number of directors In addition, the Company has appointed three Audit Committee comprising Independent Director and has a term of office of three years, with the scope and authorize of such committees clearly set out in the Audit Committee Charter.

The Company has a clear and transparent process for determining remuneration by presenting for approval from the shareholders' meeting which will consider the appropriateness in determining the directors' remuneration according to the scope of duties and responsibilities of each director to be the similar level that can motivate and retain directors who have knowledge and ability to perform their duties with the Company, including the prescribed remuneration rates that are comparable to the remuneration of directors in the same industry or similar.

All Company Directors understand their responsibilities as Company Directors and ready to express their opinions independently and keep themself regularly up-to-date, including performing duties with honesty, integrity, carefulness and prudence, taking into account the best interests of the Company and fair to all shareholders. In addition, all directors devote their time to fully and adequately perform their duties according to their responsibilities, including adherence to the Board of Directors meeting except in case of necessity.

In addition, the Board of Directors also attaches great importance to the disclosure of sufficient information to shareholders. Investors and all related parties Information disclosed must be accurate, complete, transparent, thorough and timely, including financial reports. Performance and other related information that affects the price of the Company's securities according to the principles of good corporate governance by disseminating various information for shareholders, investors and related parties to use in making investment decisions through various channels both delivery of documents by post media of the Stock Exchange of Thailand and the Securities & Exchange Commission of Thailand, including the Company's website after listing the ordinary shares in the Stock Exchange of Thailand.



# Policy on compliance with business ethics

# **Policy and Guidelines for Directros and Executives**

## **Policy on Qualifications and Nomination of Company Directors**

The Board of Directors has assigned the Nomination and Remuneration Committee ("Nomination Committee") to nominate qualified persons to be directors to replace those who retired by rotation or in other cases, propose to the Board of Directors and/or the shareholders' meeting to consider the election by the Nomination Committee selected from experts with backgrounds and expertise from various occupations, leadership, vision far and wide, being a person with morals and ethics Have a transparent and unblemished work history as well as having the ability expressing opinions independently which should take into account the following main components

### Desired qualities in a director

Nomination Committee should consider and determine the personal characteristics of the person who will be selected to be nominated as a director in the following areas :

- Integrity and Responsibility
- Make decisions based on informed and rationale.
- Maturity and stability, be a good listener and dare to express different and independent opinions.
- Adhere to work with professional principles and standards.
- Other Features that Nomination Committee deems important.

### Knowledge and Expertise requirement

Nomination Committee should consider determining the components of knowledge and expertise necessary for the Board of Directors and prepare the Board Skill Matrix to support the selection and nomination of candidates, who suitable for being a director knowledge and expertise in such areas to encourage the Board of Directors to be able to formulate strategies and policies as well as supervise to ensure compliance with effective strategies such as

- Accounting and Financial knowledge
- Organization Management and HR management
- Risk Management
- Crisis Management
- Knowledge about the Company's business (Industry Knowledge)
- Vision and Strategic Planning
- Knowledge and expertise in other areas that the Nominating Committee deemed necessary to the Company.

### **Director Nomination and Selection Process**

The nomination of qualified persons to be considered for election as new directors should be considered from the following sources:



## 2.1 Nomination of new directors by company directors

Chairman of the Nomination and Remuneration Committee proposed in the Board of Directors' meeting to ask the directors to nominate qualified persons according to the Board Skill Matrix and in accordance with the strategy. To conduct business within the specified time.

## 2.2 Nomination of new directors by shareholders

To have a process that allows minority shareholders to be able to participate in the selection and appointment of directors. And to ensure that minority shareholders can elect independent directors to take care of their interests on their behalf, the Company will give an opportunity for at least 1 month . Allow every shareholder to nominate a person to be considered for election as a new director in accordance with the specified criteria and procedures. by the Nomination Committee will consider and propose to the Board of Directors' meeting to approve the time period that is appropriate and sufficient for the consideration of selection and proposing for election in the next step which the secretary The company will notify the SET. Know the time and details including publishing on the company's website

# 2.3 Nomination for the appointment of the former director

In the event that the Nominating Committee Nominate the former director to be the Company's director for another term. Nomination Committee Should also take into account the performance of the said director.

#### Selection

Nomination and Remuneration Committee Meeting (excluding interested directors) will consider appropriate in the qualifications of directors from the list of suitable persons to be new directors in line with the Company's director qualification and nomination policy, by taking into account the diversity of the structure of the Board of Directors and selecting persons with Knowledge, expertise or experience that will provide useful advice in formulating strategies and business policies in accordance with sustainable development guidelines for submission to the Board of Directors' meeting for consideration.

#### Election

### Election of Directors to Replace Directors Retiring by Rotation

Board of Directors (excluding interested directors) will consider the qualifications of nominees according to the Nominating Committee Offered individually, thoroughly, carefully. to nominate suitable persons to the Annual General Meeting of Shareholders for consideration and election of directors However, the Board of Directors' meeting may assign senior management or managing director and/or appropriate directors contact and approach persons who have been approved by the Board of Directors to be elected as directors and report to the Board of Directors/ consideration. Then, the Company Secretary will notify the Stock Exchange of Thailand on the matter to be approved at the annual general meeting of shareholders. as well as disseminating the notice of the Annual General Meeting of Shareholders on the website of the Stock Exchange of Thailand and of the Company.



## **Election of Directors to Replace Interim Directors**

Proceed with the same process as the election of directors to replace those who are due to retire by rotation. But the Board of Directors' meeting considers the election of directors. without having to propose to the shareholders' meeting for consideration and election

In addition, in the event that the resigned director's term of office is less than 2 months, the law requires that the shareholders' meeting elect a director to replace the resigned director.



# **Qualifications of Independent Directors of the Company**

- 1. A shareholder not exceeding 1 (one) percent of the total number of shares with voting rights of the Company, parent company, subsidiary company, associated company, major shareholder or controlling person of the Company, including the shareholding of related persons of such independent director as well
- 2. Not being or having been an executive director, employee, staff, advisor who receives regular salary Or a controlling person of the company, parent company, subsidiary company, associated company, major shareholder or of those who have control over the Company Unless he has retired from such a position for not less than 2 years (two years) before the date of filing. Application for approval from the Securities and Exchange Commission However, such prohibited characteristics do not include the case where the independent director used to be a civil servant or advisor to a government agency which is a major shareholder. or a person who has control over the company
- 3. Not being a person related by blood or by legal registration as father, mother, spouse, sibling, and child, including spouse of child, executive, major shareholder controller or a person who will be nominated as an executive or a controlling person of the Company or its subsidiaries
- 4. Not having or used to have a business relationship with the Company Parent Company Subsidiaries Associated Companies Major Shareholders or of those who have control over the Company in a manner that may obstruct the exercise of independent judgment Including not being or having been a significant shareholder or controlling person of a person having a business relationship with the Company, parent company, subsidiary company, associated company, major shareholder or of those who have control over the Company Unless he or she has retired from such a position for not less than 2 years (two years) prior to the date of filing an application for approval with the Office of the Securities and Exchange Commission.
- 5. Not being or having been an auditor of the Company, parent company, subsidiary company, associated company, major shareholder or of those who have control over the Company and not being a significant shareholder Controlling person or partner of the audit firm which has auditors of the Company, parent company, subsidiaries, associated companies, major shareholders or of those who have control over the Company being affiliated with, unless the foregoing status has ended for not less than 2 years (two years) prior to the date of filing an application for approval with the Office of the Securities and Exchange Commission.
- 6. Not being or used to be a professional service provider which includes providing services as legal advisors or financial advisors which receive service fees in excess of 2,000,000 baht (two million baht) per year from the Company, parent company, subsidiary company, associated company, major shareholder or of those who have control over the Company and not being a significant shareholder controlling person or partner of that professional service provider Unless he or she has retired from such a position for not less than 2 years (two years) prior to the date of filing an application for approval with the Office of the Securities and Exchange Commission.
- 7. Not being a director who has been appointed as a representative of the Company's directors. major shareholder or shareholders who are related to major shareholders



- 8. Do not operate any business that has the same nature and is in significant competition with the business of the Company. or its subsidiaries or not being a significant partner in a partnership or being an executive director, employee, staff, consultant who receives regular salary or holding more than 1 (one) percent of the total number of shares with voting rights of any other company which operates a business that has the same nature and is in significant competition with the business of the Company or its subsidiaries
- 9. Does not have any other characteristics that effected to express independent opinions on the operations of the Company.
- 10. The above qualifications may be assigned by the Board of Directors to make operational decisions of the Company, parent company, subsidiary, associated company, same-level subsidiary major shareholder or of those who have control over the Company The decision can be made in the form of a collective decision.
- 11. Able to protect the interests of all shareholders equally
- 12. Able to prevent conflicts of interest



# **Knowledge Development Policy for Directors**

The Board of Directors has assigned the Nomination and Remuneration Committee to supervise and prepare a development plan for every set of directors according to the Skill Matrix for the Board of Directors, senior management. Including the company secretary to participate in developing relevant skills, knowledge, and abilities all the time, and every change in the law, rules, regulations, regulations related to business operations by focusing on the performance of the committee's duties to achieve the objectives, goals and the maximum benefit to the organization. Guidelines

### **Board of Directors**

The Board of Directors and sub-committees should attend trainings seminars /, courses that are beneficial to their performance of duties. Both in terms of laws, regulations or requirements organized by the Thai Institute of Directors Association Office of the Securities and Exchange Commission of Thailand Capital Market Supervisory Board Thai Institute of Directors Association or any other institution on topics related to the performance of duties on a regular basis.

New Director

The newly appointed directors will receive an orientation according to the director development plan. to receive important information about the Company's business operations duty and responsibility as well as creating an understanding of the objectives, goals, visions, missions and values of the organization as well as providing advice on laws, regulations, announcements, requirements, relevant laws various conditions of being a director of a listed company on the Stock Exchange of Thailand including the Company's Articles of Association from the Board of Directors sufficiently before performing duties according to the orientation of new directors of the Stock Exchange of Thailand. In addition, the Board of Directors encourages and encourages new directors to attend training, seminars in courses related to the performance of duties, including courses of the Thai Institute of Directors Associate (IOD), especially the Director Certification Program (DCP), Director Accreditation Program (DAP), and the Securities and Exchange Commission, Stock Exchange of Thailand or other agencies related to develop knowledge, ability and increase skills that are useful for performing duties.

#### Orientation for new Directors

The Board of Directors realizes the importance of organizing an orientation for new directors so that new directors can know and understand the history business structure Nature of business operations, financial status and operating results of the Company as well as the scope of duties and responsibilities of the Board of Directors and sub-committees by having the company secretary present the documents and information useful for the performance of the new director's duties, such as the Director's Manual listed company, Good Corporate Governance Manual, Articles of Association, investment structure, shareholder structure, performance related laws, and regulations and director training courses including providing various information related matters such as annual reports, etc., in order to enhance knowledge and understanding of the Company's business and operations for directors who take office for the first time.

**Director Development** 



The Board of Directors encourages, supports and facilitates those involved in the corporate governance of the Company such as directors, sub-committees, executives, etc., to attend training courses and seminars or participate in various activities. Organized by the Thai Institute of Directors Association (IOD), Office of the Securities and Exchange Commission (SEC) The Stock Exchange of Thailand (SET) Association of Thai Listed Companies Thai Investors Association or independent organizations consistently and continuously to enhance knowledge improve operations which will be beneficial for performing duties more efficiently.



## **Policy on Succession Plans**

The Company attaches great importance to the selection of personnel for the succession of positions at all important levels in a transparent manner and fairness to ensure that Company's business operations. There will be continuity in management able to support the expansion of business base and customer groups in a timely manner which the Nomination Committee will supervise and push for the preparation and review of the succession plan for the board of directors and the position that is the main position (Key Job), which is important to the Company's business operations, such as the Chief Executive or Managing Director, Positions that are important in the management structure Specialized skilled positions offer in-depth expertise and are difficult to replace.

#### Guidelines

- 1. Assessing the situation in business.
- 2. Readiness of personnel according to the Company's strategy both short term and long term.
- 3. Develop a plan for recruiting and selecting qualified personnel with knowledge, ability and expertise. including having sufficient leadership skills.
- 4. Prepare and develop in all relevant areas, this is in accordance with the human resource development plan (potential) according to the position.
- 5. Assess the potential in a timely manner to see that it can actually perform its duties as expected. Leads to drive the organization to achieve the organization's objectives.
- 6. Propose to the Board of Directors for further consideration, approval, approval and/or acknowledgment. Including reporting the results of operations to the Board of Directors at least once a year .

#### Principles of action when senior management positions are vacant

In case of the position of senior management or managing director is vacant or those in the position unable to perform their duties or a deputy to be in charge of the position until there is a selection and selection of a person who has the qualifications according to the criteria set by the Company and must be a visionary, knowledge and experience is appropriate to the corporate culture, have the aforementioned qualifications have been nominated and considered suitability by the Nomination Committee to propose to the Board of Directors for consideration and approval to appoint suitable persons to replace them.

### Basic features of senior management or Managing Director as follows:

- 1. Graduated not lower than a bachelor's degree with knowledge, expertise and experience in organizational management.
- 2. Has a management vision in transportation business and business related to transportation business.
- 3. Have morals and ethics in good corporate governance, personality, leadership and good human relations.
- 4. Able to communicate well both internally and externally.
- 5. Have knowledge and expertise in organizational management to be able to meet the needs and good services.



## **Annual Performance Assessment of the Board of Directors**

## Self-assessment of performance by directors

The Board of Directors arranges a Board Self-Assessment for both the group and the individual every year to be used as a framework for reviewing the performance of duties of the Board of Directors including reviewing Collecting opinions on various issues related to the Company's operations and the performance of duties of the Board of Directors during the past year by sending it to the company secretary to summarize and present the assessment results to the Board of Directors' meeting in order to be able to modify and increase work efficiency by dividing the assessment topic into two parts.

## 1. Board of Directors Self-Assessment (Participants)

- 1.1 Structure and Qualifications of the Board of Directors
- 1.2 Roles, duties and responsibilities of directors
- 1.3 Board Meeting
- 1.4 Performance of duties of directors
- 1.5 Relationship with management
- 1.6 Board self-improvement

## 2. Board of Directors Self-Assessment (Individual)

- 2.1 Board structure and qualifications
- 2.2 Roles, duties and responsibilities of directors
- 2.3 Board Meeting

## Performance appraisal of sub-committees

The Board of Directors requires that there be self-assessment of all sub-committees. Including the Audit Committee, Risk Management Committee, The Nomination and Remuneration Committee shall report to the Board of Directors annually. To review the performance of duties of the sub-committees including reviewing Collecting opinions on various issues related to the performance of duties of the sub-committees during the past year in order to be able to modify and increase work efficiency by the self-assessment form of the Board of Directors Prepared according to the scope of powers and responsibilities according to the charter of each sub-committee. In the assessment form of the Audit Committee The Best Practice Guidelines for Audit Committee has been assessed by the Stock Exchange of Thailand, Thai Institute of Directors Association (IOD) by specifying the assessment topics as follows:

- 1. Board structure and qualifications
- 2. Board Meeting
- 3. Roles, duties and responsibilities
  - 3.1 Audit Committee
  - 3.2 Risk Management Committee
  - 3.3 Nomination and Remuneration Committee



### Performance Appraisal Criteria

The performance appraisal of the Board of Directors uses an assessment form prepared in accordance with the Stock Exchange of Thailand guidelines, which are adapted to suit the nature and structure of the Board of Directors. The results of the assessment will be an important part in the development of the duties and operations of the Board of Directors to be more efficient and effective. The self-assessment of the entire Board of Directors consists of 6 topics:

- (1) Board structure and qualifications
- (2) Roles, Duties and Responsibilities of the Board of Directors
- (3) board meeting
- (4) Director's duties
- (5) Relationship with management
- (6) Director's self-development and executive development

  Board of Directors Self-Assessment The sub-committees are both faculty and individual,
  consisting of 3 topics:
- (1) Structure and Qualifications of the Company's Directors
- (2) Meeting of the Board of Directors
- (3) Roles, duties and responsibilities of the Company's directors

  Scoring is based on the method of specifying the opinions of each judge.

Check ( / ) in only one score box from 0-4 in the assessment form. or have a rating ranging from strongly disagree or no action in that regard to agree very much or has done excellent in that regard. Then take all the scores obtained for evaluation. by percentage of the full score which is defined as the following criteria

- equal to or greater than 90% = excellent
- equal to or greater than 80% = very good
- equal to or greater than 70% = good
- 60 % = Fair
- Below 60 % = need to improve

### Assessment process

The company secretary will send the performance appraisal form to all company directors for self-assessment every year-end. After each director has completed the evaluation The performance appraisal form will be sent back to the company secretary to collect assessment scores and report the results to the Board of Directors' meeting in order to determine measures to improve the performance of the Board of Directors.



# **Annual performance appraisal of senior management or Managing Director**

Nomination and Remuneration Committee presents information "annual performance" appraisal of senior management or Managing Director to the Board of Directors to assess the performance of the senior management or the Managing Director on an annual basis by establishing a performance management system using performance indicators (KPIs), setting goals and assessment criteria that are linked to the Company's strategic plans and annual work plans by considering the results of operations. The Company's business operations are carried out in accordance with the policies received from the Board of Directors. together with the overall economic and social situation.

The Board of Directors will use the information obtained in determining the appropriate remuneration and incentive measures of the senior management or the Managing Director.



Guidelines

# Remuneration Policy of Director and Senior Management or Managing Director

The Board of Directors has assigned the Nomination Committee to will consider determining the directors' remuneration from the Company performance, business size and responsibilities of the Board of Directors Compared to companies listed on the Stock Exchange of Thailand with market capitalization of the same size as the Company. and other companies in the same industry as the Company and proposed to the general meeting of shareholders for consideration and approval annually.

Nomination Committee will determine the amount and form of remuneration of the senior management or the Managing Director by using various indicators as an indicator in terms of benefits; salary and bonus rates will be adjusted annually. This will be in line with the economic situation and the Company's operating results.

Remuneration of senior management or Managing Director and f the position of executive deputy managing director will be considered annually, in accordance with the principle and policies that the Nomination Committee which various compensation will be at the level that motivates by considering the appropriateness and in accordance with the scope of duties, responsibilities, obligations according to the performance of the senior management or the Managing Director as well as operating results, the company's profit growth and the overall economic condition of the Company according to the strategic objectives and main goals of the organization consistent with the long-term benefits of the business Including reference comparisons from companies in the same industry at a similar level and presented to the Board of Directors for consideration and approval.



# **Employee Compensation and Welfare Policy**

The policy to pay compensation to employees is taking into account the appropriated, fairness based on knowledge, abilities, and performance of each employee and is consistent with the same industry average. Both short-term and long-term employee compensation must be suitable for business expansion and the growth of the Company.

## Guidelines

- 1. Employee compensation must be appropriate for business expansion and the growth of the Company by taking into account the ability to pay such remuneration of the Company, for example from the annual performance appraisal planned evaluation of the Company's strategy in the past three to five years, etc.
- 2. Compensation that employees receive in monetary terms include salary, other income, bonuses, provident funds.
- 3. Establish a provident fund (fund) on behalf of the Company for all employees. Employees abel to select to pay contributions at the rate of four percent of their salary since the start. The Company will pay contributions to the fund. at the rate of four percent of the employee's salary.
- 4. The Company provides various welfare to employees as required by law.
- 5. The Company provides various welfare, such as forms and equipment, PPE, group life and accident insurance and annual health check.



# **Securities Trading Policy of Directors and Executives**

The Company is committed to treating all shareholders with transparency and fairness in accordance with the principles of good corporate governance to achieve. The Board of Directors has formulated and adopted the securities trading policy of directors, executives and employees as a guideline for further practice.

#### Guidelines

- 1. Training and reviewing knowledge for directors, executives, and persons holding departmental manager positions or higher or equivalent in accounting or finance. In terms of trading terms or holding of the Company's securities including reporting according to the Securities Act. stipulates.
- 2. Training the employees to adhere to prevention, maintain confidentiality of information related to activities in business and forbidden to seek benefits for oneself or those involved by using any information of the Company which has not yet been disclosed to the public or take any action in a manner that may cause conflicts of interest to the organization.
- 3. In the event that a third party is involved in ad hoc work related to information that has not been released to the public and is in the process of negotiating. It is in the scope of keeping inside information that may affect the change of the Company's stock price. Those third parties must enter into a Confidential Agreement / Non- Disclosure Agreement with the Company until the information is disclosed to the Office of the Securities and Exchange Commission of Thailand and the Stock Exchange of Thailand.
- 4. The Company attaches great importance to information security in information systems as per control system and/or preventing access to the Company's information from outsiders and set the right to access the Company's information to employees at various levels according to their powers, duties and responsibilities
- 5. Supervision of the use of inside information to prevent damage that may occur from the exploitation of confidential information which is important and affects the price of such securities. There will be a meeting and notification of the audit committee's approval to the Stock Exchange of Thailand immediately on the next business day to prevent the confidential inside information for personal gain.

#### **Prohibition of Insider Trading**

Directors, executives, auditors and all employees must comply with the prohibition on insider trading as set out in Section 241 of Securities and Exchange Act B.E. 2535 "No person shall analyse or forecast the financial condition, the business operation, the price of securities or any other information related to a securities issuing company by using information known to be false or incomplete which may mislead materially the making of such analysis or forecast, or omit to consider the accuracy of such information, or by distorting the information used in the making of the analysis or the forecast, and disclosing or giving an opinion on the analysis or the forecast to the public in such a manner that is likely to have an effect on the price of securities or decision making on securities investment."



#### **Blackout Period**

- 1. Person designated by the Compan prohibit of the Company's securities trading is scheduled for a period of thirty days prior to the disclosure "Quarterly and annual financial statements" and other periods that the Company will be prescribed from each event.
- 2. In an unusual situation person designated by the Company may trade the securities of the Company during the prohibition period, such as severe financial hardship. or have to comply with legal requirements or fall under a court order by having to prepare a memorandum specifying reasons for requesting further approval
  - (1) Chairman (In case the seller is a Director or company secretary)
  - (2) Chairman of the Audit Committee (In case the seller is the Chairman)
  - (3) Chief Executive Officer (In case the seller is a person designated by the Company who is not a director and company secretary). In this regard, a copy of such memorandum shall be delivered to the company secretary as well.
  - (4) The company secretary will notify the prohibition period for securities trading to the person designated by the Company in advance.

### Securities holding report

#### Initiative:

Directors, executives and auditors of the Company have a duty to prepare a report on securities holding of oneself, spouse, and minor children according to Form 59 - 1 of the Office of the Securities and Exchange Commission and submit it to the Office of the Securities and Exchange Commission within thirty days from the date of appointment as a director, executive or auditor of the Company or the closing date for offering securities to the public under the Securities and Exchange Act, Section 59 Variance report:

Directors, the first four executive of the Company and the Company's auditor have a duty to prepare a variance report of holding of securities in accordance with Form 59 - 2 of the Office of the Securities and Exchange Commission and submit to the Office of the Securities and Exchange Commission within three days from the date of trading, transfer, or accepting the transfer of securities under the Securities and Exchange Act, Section 59.

Exception: Change of securities holding in the following cases, no need to prepare a variance report of holding of securities according to Form 59 - 2

- Offering of shares to existing shareholders in proportion to their shareholding (Rights Offering)
- Exercise of rights under convertible securities
- Offer for sale or exercise of rights under warrants to purchase shares or convertible debentures ( Warrants) newly issued to directors or employees of the Company (Employee Stock Option Program "ESOP") or receiving securities from the Employee Joint Investment Program "EJIP")
- Inheritance
- Transfer or accept transfer of securities from placing as collateral for futures contracts

### Trading in securities that do not fall under this policy

This policy does not apply in the event of an acquisition of securities or acceptance of a tender offer.



## Penalties in case of violation

Penalties in the event that directors, executives and auditors violate Section 275 of Securities and Exchange Act B.E. 2535 states that "Any person who has the duty to prepare and disclose the reports under Section 59 contravenes or fails to comply with Section 59 or the rules or procedures as prescribed thereunder shall be liable to a fine not exceeding five hundred thousand baht and a further fine not exceeding ten thousand baht for every day during which the contravention continues"



# **Related Transaction Policy**

### Measures and procedures for approval of related party transactions

In the event that there is a connected transaction of the Company with related persons who may have conflicts of interest have stake or there may be a conflict of interest in the future, which is a commercial agreement in the same way that a sensible person would do with a general counterparty in the same situation with the bargaining power of trade without the influence of being a director, executive or related person with normal trading conditions or market prices under reasonable conditions can check and does not cause the transfer of benefits Management of the company Able to operate normally under the principle that the Board of Directors has approved and prepared a summary report to report to the Audit Committee on a quarterly basis.

In this event the connected transaction is not a normal commercial transaction, the Company will provide an opinion by the Audit Committee on the necessity and appropriateness of the transaction. In the event that the Audit Committee does not have expertise in considering related transactions that may occur, the Company will consider the independent appraiser. Independent experts or auditors are to give opinions on such related transactions to the Audit Committee to make decisions and giving opinions to the Board of Directors or shareholders, as the case may be approved such transactions before entering. The Company will disclose related transactions in the notes to the financial statements that has been audited by the Company's auditor and if the Company's ordinary shares has been listed on the Market for Alternative Investment (mai) and the Company will disclose the said connected transaction in the Company's annual report in accordance with the rules and laws on securities and exchange must comply with the law on securities and exchange and regulations, announcements or regulations of the Stock Exchange of Thailand. Those who may have conflicts or have interests in related transactions will not have the right to vote on such related transactions.



# Policy or trend of future related party transactions

In the future, if the Company has a necessity to make related transactions with persons who may have conflicts of interest. The Company will determine various conditions to be in accordance with normal trading operations and is a market price which can be referenced and compared with conditions or prices incurred with the same type of business, the Company will allow the Audit Committee to give opinions on the price, compensation rate including the necessity and appropriateness of the aforementioned connected transactions. In the event that the Audit Committee does not have expertise in considering related transactions that may occur the Company will consider to an independent appraiser. Independent experts or auditors are to give opinions on such related transactions to the Audit Committee to make decisions and giving opinions to the Board of Directors or shareholders, as the case may be, to approve such transactions before entering. The Company will disclose related transactions in the notes to the financial statements that has been audited by the Company's auditor and if the Company's ordinary shares has been listed on the Market for Alternative Investment (mai) and the Company will disclose the said connected transaction in the Company's annual report. according to the rules and laws on securities and exchange. However, considering and approving the said connected transactions must comply with the law on securities and exchange and regulations, announcements or regulations of the Stock Exchange of Thailand.

Related transactions that may occur in the future Directors must comply with various regulations that has been established and directors must not approve any transaction that oneself or a person who may have conflicts of interest in any other manner with the Company and must disclose such transactions to the Board of Directors In order for the Board of Directors to consider, the Company must comply with the Securities and Exchange Act and regulations, notifications, orders or requirements of the Stock Exchange of Thailand. including complying with the requirements relating to disclosure of connected transactions and the acquisition or disposition of assets of the Company and strictly according to the accounting standards set by the Association of Accountants. In addition, the Company will not do any related transactions with the Company related matters that are not the normal business operations.



# Insider information management policy that affects stock prices

In operating the business of the Company, directors, executives, employees of the Company and related persons must consider and acknowledge any information that may affect the price of securities and cannot yet be disclosed to shareholders, investors or the public. therefore, the use of inside information of the Company It is therefore important that it be properly managed. in order not to leak information may be exploited in the wrong way and taking advantage of others In addition to being an offense against the law, it also affects the reputation of the company. The Board of Directors therefore agrees that the principles and practices in this regard should be compiled and prepared into a written policy for managing insider information that affects securities prices. by giving directors, executives and employees Every company has practiced and communicated correctly.

# Policy

- 1. The comPpany is committed to complying with laws related to trading of securities by using inside information that affects The price of the company's securities
- 2. Directors, executives who know or possess inside information of the Company must
  - 2.1 Keep inside information of the company with caution and safety to prevent information within the company leaked outside
  - 2.2 Do not disclose inside information to other people who are not involved in the operation. in order to prevent inside information may be used either for the benefit of oneself or others as it may affect the price or value of the Company's securities or may affect investment decisions
- 3. Directors, executives who know or possess inside information of the Company Must not buy or sell securities that involve inside information that has not yet been disclosed to the public. The company must have a measure to prohibit the trading of securities before and after the disclosure of inside information. To prevent the risk of wrongful use of inside information
- 4. The company must put in place an inside information management system that ensures that inside information will not be leaked. and used for the benefit of buying or selling securities whether for oneself or others
- 5. Failure to comply with this policy is considered an act that violates the Company's business ethics.



# **Conflict of Interest Prevention Policy**

Board of Directors has established a policy on the prevention of conflicts of interest based on the principle "Any decision in business activities must be made in the best interests of the Company and its shareholders only and should avoid acts that causing conflicts of interest " by requiring directors, executives and employees are involved or has interest in the considered transaction, must inform the Company of their relationship or interest in the said transaction and must not participate in the consideration including the approval authority in that transaction with the following important

#### Policies:

- 1. The Company requires compliance with the rules, procedures and disclosure of connected transactions. as strictly required by law or regulatory authority and in accordance with the Company's good corporate governance policy.
- 2. The Company has established a clear and transparent business structure and procedures in order to avoid any conflict of interest to any party.
- 3. The Company stipulates that directors and all executives must report their interests in the management of the Company 's business, the performance of duties both for themselves and those related that may cause conflicts of interest in business with the Company, for example:
  - Joint shareholding in the Company's competitors
  - Joint investment or having benefits with traders who do business with the Company or customers of the Company.
  - Holding any position or even being an advisor to a merchant who does business with the Company or customers.
  - Trading in goods or providing services directly with the company or through others, etc. In addition, directors and executives must report to the chairman of the board through the company secretary in accordance with the reporting of interests of directors and executives specified by the Company.
- 4. Directors, executives and employees must refrain from making transactions related to themselves or related persons or juristic persons that may cause a conflict of interest with the Company in the event that it is necessary to make a connected transaction, such transactions must be in accordance with the Company's regulations or approved by the Board of Directors with transparency and fairness like doing transactions with outsiders and taking into account the best interests of the Company.
- 5. Directors, executives and employees must not seek benefits for themselves or others by relying on the Company's confidential information such as plans, income, benefits, meeting resolutions, business predictions auction including important information of the Company for personal benefit whether it caused the Company to be damaged or not and must strictly comply with the Company's internal information usage policy.
- 6. The company stipulates that directors and executives with significant interests in a manner that may prevent such directors or executives from expressing their opinions independently and has no part in considering items that have conflicts of interest in that agenda



7. The Company requires directors, executives and all employees to comply with the rules and ethics of the Company's business operations, which is an important matter that must be strictly. In order for the Company to be credible and trustworthy of all stakeholders and provide information dissemination for understanding and compliance.



# **Compliance Policy on treatment of stakeholders**

### Employee treatment policy

The Company realizes that employees are the key factor for success in achieving the goals of the Company valuable. Therefore the Company's policy to provide fair treatment in terms of opportunities, rewards, appointments, transfers, and potential development In order to comply with this policy, the Company adheres to the following guidelines:

- 1. Treat employees with politeness and respect for the individuality and human dignity.
- 2. Provide fair compensation to employees.
- 3. Maintaining the working environment to ensure safety and properties of employees at all times.
- 4. Appointment, transfer, including awarding and punishing employees such act in good faith and based on knowledge, ability and suitability of that employee.
- 5. Give importance to knowledge development employee competence by providing thorough and consistent opportunities.
- 6. Receive opinions and suggestions based on the professional knowledge of employees.
- 7. Comply with laws and regulations strictly related to employees.
- 8. Avoid any action unfair may affect the stability and advancement in the work of employees or threaten and put pressure on the mental state of employees.
- 9. The Company provides channels for whistleblowing, dishonest acts or complaints. including complaints in the event that employees are not treated fairly according to the system and has a complaint response process Complainant Protection, including informing the results of the action to the complainants fairly.

#### Customer treatment policy

The Company realizes the importance of creating customer satisfaction for the success of the company's business. Therefore, it is determined to respond to the needs of customers with greater efficiency and effectiveness by defining policies and practices as follows:

- 1. Deliver quality service Meets or exceeds customer expectations at a reasonable price.
- 2. Provide accurate information sufficient and timely to customers to know about the service without exaggeration which causes the customer to misunderstand about the quality, quantity or any condition of that service.
- 3. To comply with the terms and conditions of the contract strictly with customers In the event that any conditions and contracts cannot be complied with, the customer must be informed immediately to jointly consider a solution to the problem.
- 4. Persons responsible for all departments communicate with customers politely effective and be trusted by customers.
- 5. The company provides channels Systems and processes in which customers complain about the quality of service, including the speed of responding or taking the best possible actions for customers a quick response including notifying the results of operations to customers.
- 6. Maintain customer confidentiality and not to use it for the benefit of oneself or those involved in wrongful ways.



7. Give advice about the Company's services to be effective It is in the best interests of customers.

# Policy on dealing with partners

The Company has a policy to treat business partners and/or creditors regularly and fairly taking into account the maximum benefit of the company and is based on fair returns including avoiding situations that cause conflicts of interest including complying with the contractual obligations provide truthful information accurate report, negotiating solutions and finding solutions based on business relationships with the following guidelines:

- 1. Not demanding or not accepting or paying any benefits dishonest in trading with trading partners and/or creditors.
- 2. In case of any information that is involved in calling or receiving or payment of any benefits in which dishonest acts occur, details must be disclosed to business partners and/or creditors and jointly solve problems fair and quick.
- 3. Comply with the terms and conditions of the contract strictly agreed In the event that any conditions and contracts cannot be complied with, the trade partner must be promptly notified and/or creditors notified in advance to jointly consider a solution to the problem.

#### Policy on treatment of shareholders

The company is committed to doing business. by realizing sustainable growth Create good and stable performance including providing fair returns according to the company's dividend payment policy There is disclosure of operating information, financial information. and non-financial information that is accurate, clear, transparent and can be checked so that all groups of shareholders receive the most equal and fair benefits

#### Guidelines

- 1. The company regularly informs the progress of its operations. including accurate reporting of financial and non-financial information. Both direct notification through the channels of the Stock Exchange of Thailand as well as announcements on the Company's website ( www.atp30.com).
- 2. The Company complies with the requirements concerning shareholders. both the company's requirements Stock Exchange of Thailand Securities and Exchange Commission and other laws related
- 3. The Company gave an opportunity to shareholders to ask questions. comment offer suggestions and other information in the shareholders' meeting fully in accordance with the principles of good corporate governance of the Company
- 4. The Company supervises that directors, executives and employees do not seek benefits for themselves and their related parties by using any information of the Company which has not yet been disclosed to the public and/or disclosing confidential information of the Company. to third parties and/or take any action in a manner that may cause a conflict of interest with the Company
- 5. The Company provides channels for whistleblowing, dishonest acts or complaints. This includes the website, post and fax, and has a complaint response process. Complainant Protection Including informing the results of the action to the complainant fairly.



- 6. The company is committed to doing business. taking into account sustainable growth Create good profits with continuous and stable profits causing reasonable returns to shareholders
- 7. The Company provides information that is true, transparent, clear and can be examined. to all groups of shareholders equally and fairly for the maximum benefit of the shareholders as a whole

#### Competitor treatment policy

The Company has a policy to treat competitors in accordance with international principles. under the framework of the law on the principles of trade competition Not infringing on the confidentiality or knowing the trade secrets of competitors by fraudulent means The guidelines are as follows:

- 1. behave within the framework of good competition rules
- 2. Do not seek confidential information of competitors by dishonest means. or inappropriate
- 3. Do not damage the reputation of competitors by making malicious accusations.



#### **Important Policies and Mornitor Practices**

The Company has set up an internal audit unit is responsible for auditing operations and important financial activities by coordinating with the Audit Committee and the authorized auditors that the Company has hired to audit to control the work according to the law. rules and procedures as specified

#### Internal Control and Internal Audit Policy

The Company has established a systematic internal audit from 2013 – 2017 by using the services of the External Audit Office and the Company established an Internal Audit Department in 2018 to supervise the work in various fields and report directly to the Audit Committee It is responsible for consulting, auditing and evaluating internal controls in the risk management system to ensure that The internal control system and the risk management system and the corporate governance process of the Company have been sufficiently arranged effective for the intended purpose.

#### Information Disclosure Policy

The Company has determined that the Board of Directors has a duty to disclose information both financial information and others in a complete and adequate, reliable and timely manner for the shareholders of the Company receive information equally. It must be carefully prepared, clear, concise, easy to understand and transparent and must disclose information regularly, both positive and negative, becareful not to confuse the facts as well as having a unit to publicize information that is beneficial to shareholders, investors and those related to the Company.

#### Policy for preventing of insider information of the Company

The Company recognizes and recognizes the importance of supervising the use of inside information in accordance with the principles of good corporate governance by adhering to the principles of good governance integrity, morality and ethics in business operations and to ensure that Investors in the Company's securities receive reliable, equal and timely information the key points can be summarized as follows:

- 1. Directors, executives and employees at all levels must not use inside information of the Company which is material to the change in the price of securities that have not been disclosed to the public or the Stock Exchange of Thailand for trading in the Company's securities which brings benefits to themselves and others. Directors, executives must refrain from trading in the Company's securities during thirty days before the disclosure of the financial statements to the public.
- 2. The Company has a duty to disclose information about important operations of the Company to the public immediately and thoroughly through the media and methods that the Stock Exchange of Thailand and the Company's information disclosure policy determined to ensure that information is available to all investors in a timely and equitable manner.
- 3. Directors and executives are obliged to report their holdings of securities issued by their companies, their spouses and minor children to the Office of the Securities and Exchange Commission in accordance with Section 59 of the Securities and Exchange Act B.E. 2535.



- 4. The Company requires all employees to adhere to the protection of confidentiality of information about various activities in business and prohibits seeking benefits for oneself and others by using any information of the Company which has not yet been disclosed to the public or taking any action in a manner that may cause conflicts of interest to the organization.
- 5. Supervision of the use of inside information
  - 5.1 The Company has a policy and method to take care of employees, executives and directors of the Company in using the Company 's inside information for personal benefit and disclosing it to other people, including for securities trading and also complying with the rules of the Securities and Exchange Commission regarding the reporting of securities trading of directors and executives
  - 5.2 The Company communicates the use of inside information to remind all employees by including important details in orientation for new employees to notify all employees realise the important details are "Consider the interests of the Company as a priority and promise not to rely on the position. Duties and responsibilities assigned to seek any benefit which causes the Company to be damaged and must not bring the secrets of the Company and/or of customers to disclose to competitors or third parties is strictly prohibited."

#### **Accounting and Financial Policy**

The Company attaches great importance to the preparation of financial accounting reports which must be correct and complete according to reality timely, reasonable to propose to the executives, shareholders, government agencies and other related persons, therefore personnel at all levels are required to follow various procedures. related to accounting, finance and internal control systems including the company's accounting and financial requirements and strictly generally accepted accounting principles as follows:

#### 1. The accuracy of the recording

Recording all business transactions of the Company must be complete and correct and can check without limitations or exceptions to the actual recording according to accepted accounting standards and in accordance with the relevant laws Have complete and appropriate documentary evidence supporting business transactions.

#### 2. Accounting and Financial Items

All types of accounting and financial transactions of the Company must be clear accuracy, have sufficient material information including the disclosure of important information appropriately according to generally accepted standards and in accordance with the Company's accounting and financial regulations. All employees must be aware of the accuracy of the Company's accounting and financial transactions. It is the shared responsibility of the Board of Directors, executives and employees who are responsible for all business transactions.

#### **Taxation Operations Policy**

The Company is aware of the roles and responsibilities to be a good tax payer, so to have a strong tax management, promote - create value and the highest value for stakeholders. Taxes are properly filed as required by law as well as having guidelines for tax planning and operations in the same direction with transparency and fairness by realizing risks related to taxes, both directly and indirectly, the Company therefore sets a policy on tax practice as follows:



#### Tax planning and practice

- 1. Carry out tax planning management and paying taxes in accordance with the requirements regulations and related tax laws for the maximum benefit to the company and stakeholders.
- 2. Process tax remittances or tax refunds accurately, appropriately and within the time period required by applicable laws or regulations. including adhering to the roles and duties of being a good citizen by complying with tax laws to reflect transparency in tax operations.
- 3. Tax effects are studied and considered when there are new investment projects or transactions, including any new tax law or policy to be consistent with the activities business strategy legitimacy are implement to cover the benefits of the stakeholder groups.

#### **Legal Compliance Policy**

Personnel at all levels must comply with regulations and relevant legal requirements both domestically and/or abroad and before performing any work that may be stipulated by law Care must be taken in careful review. It is checked by the person in charge, that it has complied with the relevant laws.



# **Risk Management Policy**

The Risk Management Committee (RMC) has given importance to the Company's risk management, to be clear and cover the management of the organization to have an overview of efficiency and effectiveness. Including other management systems systematically throughout the organization Taking into account the achievement of goals according to the vision and strategy of the organization, the Risk management policy as follows:

- 1. The Company has established risk management systems and processes throughout the organization in accordance with its strategy and business goals, and the Company provides the necessary resources to support in various fields in order for the risk management to be able to control or reduce the risk to a reasonably acceptable level.
- 2. Risk Management Committee has the authority to formulate policies, recommend risk management guidelines, set standard frameworks and risk management processes related to the Company's business operations. This includes oversight to cover the company's core strategies and changing circumstances as well as consider monitoring and evaluating appropriate and effective risk management results.
- 3. Directors appointed for various operations of the Company have the powers and duties to manage the Company's risks according to the scope of duties and responsibilities defined.
- 4. Executives are assigned the responsibility of managing risks at each level in the organization has a duty to manage and manage risks with employees at all levels to support risk management. Executives are assigned the duty to monitor and report on risk management results in accordance with the guidelines set by the Risk Management Committee.
- 5. Employees are responsible for complying with the risk management system prescribed by the Company, including incorporating the risk management process into the operation to create an organizational culture that all executives and employees.



### **Environmental Policy**

The Company is committed and determined to comply with various standards and laws strictly related to the environment by giving importance to the rules set forth as a guideline for the benefit of society and the environment of both the public and private sectors, especially in all activities related to business operations. Including the guidelines of international standards and also includes the disposal of waste that has been used in business operations and scraps left over from the service in order not to be a burden and danger to society and the environment.

- 1. Operate by cooperating with all relevant departments to comply with the law.
- 2. Established the Occupational Safety, Health and Environment Committee to be responsible for overseeing the safety, occupational health and working environment of employees at all levels in order to comply with the Company's policy and Occupational Safety, Health and Environment rules which is determined by the employer
- 3. Provide documents such work instruction, technical information to prevent damage that may occur to personal and environmental.
- 4. Encourage employees to have knowledge of safety and familiarize with work instruction, policies and regulations on safety by organizing a meeting on safety training and regular and continuous advice to employees.

#### Guidelines

- 1. Focus on reducing environmental impact due to pollution related to business operations by assessing the environmental impact before launching the new process.
- 2. Find out to reduce energy consumption, reduce pollution levels and the amount of waste.
- 3. Endeavor to continually develop the environmental management system and enhance good knowledge and understanding for all employees in order to achieve the most effective environmental practices and management.
- 4. Recognizing the importance of communicating with the local community publish environmental policy environmental management system and the progress of the project implementation for employees and related persons to be informed.



#### **Sustainable Development Policy**

The Company realizes and attaches importance to sustainable business operations according to the vision "We will be the leader in providing shuttle services to various industrial plants by striving to develop services to create satisfaction and create service standards until it is accepted internationally" by operating the business with good governance along with social responsibility, conserving natural resources and taking care of the environment. In order to build trust among stakeholders through transparent and verifiable processes, the Company has developed this Sustainability Policy as a framework for sustainable development management of the Company. The organization has a set of operational guidelines as follows:

Good Corporate Governance

Operate the business in accordance with the principles of good corporate governance, transparency, accountability, and good governance in accordance with the organization's guidelines in the Corporate Governance and Business Ethics Manual, protection of personal information, risk management that covers the organization's value chain to ensure continuity of business operations by creating shared values and taking care of the benefits of all stakeholders in a balanced and equitable manner.

#### Corporate social responsibility as "Create shared value"

Efficient and fair human resource management, develop the knowledge and skills necessary according to the employee development plan, promote creativity in work and supporting a good occupational, health and safety management system, encourage management and employees to respect and comply with international human rights principles by adhering to the principle of equality and non-discrimination including supporting the participation of the Company with communities and related stakeholders to create satisfaction for employees stakeholder and communities around the Company's located by building a relationship create understanding and strong cooperation to reduce conflicts that may arise in the future.

#### Occupational Safety, Health and Environment

Under the Sustainable Development Policy, the Company balances increasing business competitiveness and creating value for all stakeholders as follows:

- 1. Respecting the human rights of employees without discrimination due to differences in origin, ethnicity gender, age, skin color, religion, belief or culture Providing fair compensation to employees while closing the opportunity to learn and develop to their full potential.
- 2. Adherence to Corporate Governance Principles compliance with the law various requirements related including international operating standards by covers partners, contractors and business partners.
- 3. Caring for the health of employees, business partners, contractors and business partners and without refraining from complying with applicable rules, regulations, environmental protection and mitigation standards. Focusing on integration in order to reduce resource usage or use resources for maximum benefit. Protection against impacts at the source and environmental management in the project to control in accordance with the law.



- 4. Creating benefits for communities and societies in the Company's main business areas with a participatory process to understand the real needs recognized by all relevant sectors and lead to sustainable development.
- 5. Establishing a database and setting clear operational goals, regular disclosure of management processes and results to stakeholders through appropriate channels such as Sustainable Development Reports.



# **Information Technology Policy**

The Company has a policy to allow employees and related workers to use the information technology system (IT) which consists of a data communication network circuit software systems used to operate and process computer data along with peripheral devices, files, and the Company data efficiently not contrary to the relevant laws or statutes with adequate safety standards for the benefit and effectiveness of the Company's business, required to comply with the following practices: Governance of Enterprise IT

IT Governance, the aim is to make sure that the Company able to achieve the goals by using IT as a tool to support and can effectively manage risks that may arise from the use of IT, good IT management requires a link between IT management processes and powerful resources and information to support appropriate policies, strategies, organizational goals and risk management, including reporting and monitoring of operations to ensure that used the technology can support strategies and achieve business objectives and build competitiveness as well as adding value to the Company by considering at least the following actions:

#### **IT Security**

- 1. Implement IT systems in all aspects of the work along with the development of the Company's personnel to have up-to-date knowledge.
- 2. Employees must bring IT systems to promote the Company's business, must not act for personal benefit or violates ethics or good morals.
- 3. Information recorded through and disseminated through IT systems is the responsibility of the owner of that information to take care not to cause illegal or infringe upon a third party.
- 4. Use legal and standard software.
- 5. Implementation of IT systems, must be approved and comply with the established regulations.
- 6. The owner of the information must protect the IT system and their own business sensitive data from outside access or theft and undermining to ensure that the Company's business will continue.
- 7. Person responsible for the overall information system that has been assigned by the Company has a duty to determine measures to control and protect the IT system to be stable and safe. Including the need to monitor for all personnel to strictly comply with the requirements.

#### **IT Security Policy**

- 1. Provide a duty to supervise the formulation of a written information technology security policy.
- 2. Communicate such policies in order to understand them and be able to follow them properly especially the IT departments and other departments of the Company in order to have coordination and be able to operate the business according to the goals.
- 3. Review of the IT security policy at least once a year or when there is a change that affects the Company's IT security.



#### Guidelines

- 1. Do not use resources and computer networks to act illegally and against the good morals of society, such as creating a website for trading or disseminate anything illegal or contrary to good morals, etc.
- 2. Do not access computer network or computer with another user's account name both allowed and without permission from the owner of the user account name.
- 3. Do not access computer systems and protected data from others' access to edit, delete, add, or copy.
- 4. Do not publish other people's information or the agency information without permission.
- 5. Company's resources and computer network, for example: computer virus transmission, entering a program that causes the computer or denial of Service, etc.
- 6. Do not steal any information from the Company's computer network and the others who are receiving and sending information in the Company's computer network.
- 7. Viruses must be checked by an antivirus program every time before using any portable media or open a file attached to an electronic mail or files downloaded from the Internet.
- 8. Users must not allow others to use their account and password to access the computer.

#### **IT Risk Management Policy**

IT Risk Management Policy has to be consistent with the corporate risk management policy and cover the following matters:

- 1. Determination of duties and responsibilities in IT risk management and IT managers are responsible for study to provide IT methods or approaches to mitigate or manage existing risks then proposed to the management for consideration of IT system risk.
- 2. Information Technology Related Risk
  - 2.1 Physical and environmental risks include the Data Center Room , which is the host computer ServerNetwork equipment and other devices must have access control and use the system monitoring such as room temperature, fire alarm system, etc.
  - 2.2 The risk of using computer programs on the Company's computer in order to prevent the use of unsafe or malicious installations such as downloading programs from outside to install which may contain malware or computer virus or has a vulnerability to connect to an external network attacks that is in use or another machine on the same network, etc.
  - 2.3 The risks associated with the use of the Company's computer network system must be monitored of the internal network and the Internet system. There is a system to prevent access and external attacks for the host computer (Server) and the client computer (Client) that the operator uses, such as a protection system for accessing through the Internet. Installing computer antivirus, email filtering, etc.
  - 2.4 Personal risk must have a license to access the computer system; various network devices and data in accordance with the rights they have to prevent access to, amendment or change of information.
- 3. Comprehensive risk assessment of the likelihood of exposure and the impact that will occur to prioritize risk management, consist to 4 types of risk defined as follows:



- 3.1 Technical risks may occur from computers and devices being compromised.
- 3.2 Operator risk arising from improper rights management cause access to information beyond duty and may cause damage to information.
- 3.3 Risks from disasters and emergency situations arising from disasters or nature including other situations such as power outages protests, etc.
- 3.4 Management risk arising out of the active policy guidelines may not be consistent with the potential risks.
- 4. Determining methods or tools for managing and managing risks to an acceptable level of the Company such prepare a table of Description of Risk with the heading risk name type of risk; nature risk, risk factors and risk impacts, etc. Determine the level of an incident and the severity of the risk impact, and including Risk Map.
- 5. Set up indicators for IT Risk Indicator, as well as arrange to monitor and report the indicators to those responsible, in order to be able to manage and manage risks appropriately and in a timely manner.



### **Personal Data Protection Policy**

The Company respects the right to privacy and attaches great importance to the protection of personal information related to or transacting with the Company, therefore, this Privacy Policy has been established the rules, mechanisms, and regulatory measures and the management of personal information clearly and appropriately, as follows:

#### Scope of application

This Privacy Policy is applicable to the performance of all employees which means full-time employees, employment contract, employee specifying the expiration date of the contract temporary worker and contractor including personal data processors on behalf of the Company.

#### Definition

Personal Information	mean	Information about an individual by which an individual is identified whether directly or indirectly but does not include information of the deceased in particular
Sensitive personal data	mean	Information that is a person's inherent privacy but it is sensitive and may risk unfair discrimination, such as race, ethnicity, political opinions. cult religion or philosophy sexual behavior Criminal records, health information, disability, union information Genetic information, biological information or any other information which affects the owner of personal data in line with announced by the Personal Data Protection Committee
Processing	mean	Actions relating to the collection, use, disclosure, deletion or destruction of personal data
Personal data subject	mean	A natural person who is the owner of the personal data whose personal data can identify that person whether directly or indirectly
Personal Data Controller	mean	An individual or entity having the authority to make decisions about the collection, use or disclosure of personal data.
Personal data processor	mean	juristic persons who carry out the collection, use or disclosure of personal information on the order or on behalf of the Company which do so is not a controller of personal data

#### Collection of personal information

- The Company will collect personal information for the purpose, scope and use lawful and fair methods. The collection will be done only to the extent necessary to operate under the objectives of the Company only.
- 2. The Company will proceed to inform the owner of the information. give consent according to the company's method In the case of storing sensitive personal data of the data subject, the Company will explicitly request consent from the data subject prior to collection. Unless the collection of personal data and sensitive personal data is subject to exceptions as specified by the Personal Data Protection Act B.E. 2562 or other laws.



#### Purposes for collecting or using personal data

- 1. The Company will collect, collect or use the personal information of the data subject for the benefit of the Company 's operations or to improve the quality of the work to be more efficient and/or to comply with laws or regulations related to the Company 's operations, whereby the Company will store and use such information only for the period necessary for the purposes for which the data owner has been informed or as required by law.
- 2. The Company will not take any action. different from those stated in the purpose of collection, unless
  - (1) Notifying the new purpose to the data subject and obtaining the consent of the data sbject;
  - (2) In compliance with the Personal Data Protection Act or other relevant laws.

#### Disclosure of personal information

- 1. The Company will not disclose the personal information of the data subject to any person without consent and will disclose it according to the stated purpose.
- 2. The Company may have a need to disclose personal information of the data subject to related persons or juristic persons for the benefit of the Company 's operations and providing services to the owner of the information in disclosing personal information to such persons, the Company will ensure that those persons keep their personal information confidential and not use it for any purpose other than the scope specified by the Company.
- 3. The Company may disclose personal information of the information subject under the rules prescribed by law, such as disclosing personal information to government agencies, government agency, regulators including in the event of a request to disclose information by virtue of law.

#### Security of personal information

- 1. The Company will provide measures to maintain the security of personal data appropriately and in accordance with the law, policies, regulations, requirements and practices on personal data protection for the Company's employees and other related parties.
- 2. The Company supports and encourages employees to be knowledgeable and aware of their duties and responsibilities in collecting The storage, use and disclosure of the data subject's personal data in order for the Company to properly comply with personal data protection policies and laws effective.

#### Rights of the personal data subject

- 1. The right to request access and obtain a copy of personal data relating to oneself or requesting to disclose the acquisition of such non-consent personal information.
- 2. The right to object to the collection, use or disclosure of personal information.
- 3. Right to request removal or destruction or make personal information non-identifiable information who owns personal information.
- 4. Right to request to suspend the use of personal data.
- 5. The right to withdraw consent to the processing of personal data for which consent has been given. The revocation of consent shall not affect the collection, use or disclosure of personal data. who have already given consent.



- 6. Right to correct personal data.
- 7. Right to transfer personal data.
- 8. Review and Change of Personal Data Protection Policy

The Company may update or amend this policy from time to time to comply with legal requirements, changes in the Company 's operations, including suggestions and opinions from various departments, the Company will clearly announce the changes.

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# Policies and guidelines for procurement and selection of business partners of the Company

To ensure that the Company will select Choose partners/business partners systematically, fairly, transparently and support partners who conduct business ethically. Have social and environmental responsibility and will not enter into a transaction with persons or juristic persons who commit illegal acts, dishonesty, or behaviors that imply corruption.

Definition:

Procurement means procurement, outsourcing, service contracting,

transport contracting, rental and leasing

Partner means a supplier, a contractor, a service provider, a lessor

or a hire purchaser that delivers the goods or

service for the Company

List of business partners means business partners with transactions and is listed in

the Company's system

List of registered business partners means rading partners or business partners listed in the list

of business partners of the Company which has through the selecting and evaluating process

specified by the company.

#### Procurement and selection of business partners of the Company

The company will systematically procure according to the regulations and methods of procurement of the company. with tight control Taking into account the needs in terms of quality, price, quantity, time of service, delivery, after-sales service, warranty and other conditions. By not conducting transactions with individuals or juristic persons that violate laws, dishonest or corrupt behaviors, the company will select business partners systematically, fairly, transparently and support partners who conduct business with ethics. Have social and environmental responsibility

#### Qualifications of the Company's partners

- 1. is a manufacturer, entrepreneur, distributor, dealer service provider or contractor which has a place of business that can be inspected
- 2. Personnel, machinery and equipment, products, services, warehouse, financial status and a history of reliable business operations
- 3. Agree to comply with the Company's business partner policy.
- 4. Be a person with satisfactory performance, whereby the company will evaluate the performance based on the quality of products and services. including delivery After-sales service, warranty or other conditions in the transaction
- 5. Not being a trade partner with a history of prohibited trade due to fraud



### **Anti-Bribery and Corruption Policy**

The Company has a policy against bribery and corruption completely (Zero-Tolerance Policy) and comply with all laws related to anti-bribery and corruption in Thailand. The Company will not engage in bribery and corruption, directly or indirectly. and is committed to implementing effective systems against bribery and corruption.

Directors, executives and all employees of the Company must not engage in corruption, giving/receiving bribes to/from government and private officials such as individuals of various companies. with transactions with the Company both directly and indirectly to obtain or maintain a business or competitive advantages. This Anti-Bribery and Corruption Policy is set out by the the guidelines and guidelines covering the following matters:

- 1. Directors, executives and employees of the Company are prohibited. Take action or accept or support any form of corruption both directly and indirectly including other contractors or subcontractors related and requires regular reviews of the implementation of this Anti-Corruption Policy as well as reviewing the practice guidelines to be consistent with the policy Rules, regulations, regulations, announcements and business changes.
- 2. Anti-Corruption Standards are part of business operations and are the duties and responsibilities of the Company's Board of Directors, executives, supervisors, all employees at all levels, suppliers or sub-contractors who will be involved in expressing opinions on practices in order to achieve anti-corruption operations in accordance with the established policies.
- 3. The Company has developed anti-corruption measures in accordance with relevant laws and moral codes by providing a risk assessment in activities related to corruption and using it as a guideline for practice for those involved.
- 4. The Company does not commit or encourage bribery in any form. All activities under supervision including control charity donation donations to political parties giving business gifts and supporting activities are transparent and does not intend to convince government or private officials to act inappropriately.
- 5. The Company provides appropriate internal controls regularly to prevent employee mistreatment especially sales, marketing, purchasing.
- 6. The Company provides anti-corruption knowledge to the Board of Directors, executives and employees to promote honesty. and responsible for the performance of duties and responsibilities Including the media to show the commitment of the Company.
- 7. The Company provides a mechanism for reporting financial status that is transparent and accurate.

The Company encourages communication through various channels so that employees and stakeholders can report suspicious clues. by ensuring that whistleblowers are protected without being punished Unfair transfer or harassment in any way including appointing a person to monitor every clue that has been notified via

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### **Human Rights Respect Policy and Fair to the employee**

The Company recognizes and recognizes the importance of respecting human rights with equality and equality, taking into account human dignity and the freedom of the person and does not discriminate on origin, race, nationality, skin color, sex, age, language, religion, culture, class, disability, marital status physical status and health status of a person socioeconomic status social beliefs, education, or political opinions, etc., in accordance with the fundamental principles of international human rights law which must strictly comply with the policy.

#### Guidelines

- 1. Give opportunities to directors, executives and all employees equally working under the rules, regulations, work regulations, announcements and orders of the Company that are in accordance with the same law.
- 2. Focus on labor by treating employees according to labor laws and regulations related to fair labor.
- 3. Treat employees equally in all employment processes since recruiting compensation working hours and holidays assignment performance appraisal training, development, etc. without discrimination.
- 4. Do not take any action that is an infringement or threat whether verbal or by acting against another person does not discriminate or discriminate against any person.
- 5. Encourage all personnel to have awareness of their rights, duties and responsibilities towards other people and society.
- 6. The Company does not use forced labor or unlawful child labor This includes penalties for intimidation, harassment, or any form of violence against the body or mind of all personnel.
- 7. Providing compensation and benefits according to their abilities fair and equal.
- 8. Create a good working environment including the provision of necessary equipment for good hygiene and safety.
- 9. Promote and support employees to receive training both internally and externally on a regular basis to learn and enhance professional expertise to increase the potential and efficiency, including comprehensive and adequate customer service in every process.
- 10. Provide safety systems and equipment according to the requirements and laws for employees, customers and all parties involved. To prevent potential hazards arising from operations or that may affect the lives, property, environment and reputation of customers.
- 11. Provide opportunities and channels for employees to file complaints or suggest various matters arising from the operation via

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### Mornitoring to practice

The Company defines the duties and responsibilities of directors, executives and all employees to be informed, understand and strictly abide by the policies and procedures set out in this manual. Executives at all levels in the organization must be responsible for overseeing and it is important to notify the employees under their command and strictly comply with the Company's Code of Conduct. If any director, executive and employee violates the corporate governance principles as specified will be punished with both disciplinary and if there is an action that is believed to be illegal the rules and regulations, the Company will send the matter to government officials to proceed further.

If the employee sees an illegal act and/or corporate governance principles as set out in this manual to report complaints or allegations to the Chairman of the Board of Directors, Chairman of the Audit Committee, Chief Executive or Executive Director of the Company, moreover the Company will conduct an audit without disclosing the name of the whistleblower to protect the potential impact on the complainant, please contact:

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# Attachment 6

# Sustainability Report

# Journey with Innovation



# Sustainability Report for the year 2022



# Contents

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#### **Company Goal**

#### Vision

We will be the leader in providing personnel transportation services to various industrial plants. by striving to improve service to create satisfaction for service users and create service standards until it is accepted internationally

# Mission Objectives and Goals

- · Maintain business base enhance growth and continually expanding the business base towards sustainability
- Applying technology to manage and control the traffic for safety and consistently meet the satisfaction of passengers
- Develop and enhance the potential of personnel to have knowledge, ability and skills to work effectively

#### Company's strategy

- Maintain existing customer base and along with building a new customer base with quality service
- Operating system development and the standards of continuous personnel delivery services
- Developing and enhancing the potential of operating personnel and the driver to meet the standards
- Giving importance to and enhancing customer satisfaction



## **Sustainability Management**

Throughout the period of business in the past found Adapting quickly and keeping up with the current situation is considered an important factor in business progress. The Company has always adopted a safety policy in bus transportation for personnel to be the leader in using high-efficiency buses to provide employee transport services, including participating in providing consulting services on transportation management to customers to drive the most cost-effective use of resources for customers. Therefore, it is accepted by leading companies and factories. in the Eastern Industrial Estate and nearby areas

At the present, most people need to be quickly, businesses therefore need to optimize their work processes. One of the methods to achieve the expected results is a collaboration between Organizations and stakeholders to enhance competitiveness and increase the ability to meet the needs of customers and create more business opportunities, this collaboration will also benefit and strengthen for sustainable growth in the future.

The company has prepared to offer travel value from innovation in service " Journey with innovation " . With the concept " The Company does not only deliver services with safety reliability and convenience only Creating benefits and accountability to stakeholders as a whole is a way to drive sustainable development. to encourage the business to grow continuously. "

However, the operation under good management Starting with efficient employees and work efficiently as an important tool for the sustainability of the Company and pass it on to society, economy and environment.

#### Sustainability Framework

CARE		Economic	Social	Environment	
				al	
I-Solution	I-Operation	I-Service	Success	-	Responsibilit
				ity	У
•			✓		
•				✓	
•		•	✓	✓	
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Note: I stands for Innovation.

#### **Business Overview**

ATP 30 Public Company Limited ("the Company") is a service provider of buses transporting personnel between residential areas in the community to industrial factories or establishments especially in industrial estates in the eastern region which has received a non-routine transport operator license from the Department of Land Transport, the Company has two types of bus services.

		(Unit : vehicles)
Service vehicle type	Company vehicle	Affiliated vehicle
Bus	271	6
Mini bus	44	-
Van	266	66

In addition, the Company has adopted road traffic safety management standards (BSI ISO39001: 2012 Road traffic safety management system) to manage the operating process to increase the efficiency of service to customers to achieve the most satisfaction In addition, the emphasis is placed on the development of the quality of employees. especially the driver since the recruitment process Compensation and welfare, training, raising awareness of service and instilling concern for the quality of life and property of passengers and passengers.

## About this report and assessment of important issues

ATP 30 Public Company Limited ("the Company") has prepared this report to demonstrate its commitment to disclose important business information accurately and transparently. for stakeholders to have confidence in the operation

#### Operational guidelines

The Company prepares the Sustainability Report for the year 2021 in accordance with the guidelines for preparing the Sustainable Development Report. within the scope of this report in accordance with the reporting framework of the Stock Exchange of Thailand (" SET ") by content that the report is consistent with the context of the business Assessing issues critical to the sustainability of the company and its stakeholders including policies and guidelines for managing important issues and report on performance

- Economic
- Social & Environment
- Corporate Governance

#### Stakeholder participation

The Company has established an engagement approach that is appropriate to the needs of stakeholder groups in order to know and access their expectations, as well as to apply the opinions received to analyze and fit into business decision-making processes .

stakeholder group	how to get involved	stakeholder expectations
employee	<ul><li>evaluation</li><li>satisfaction survey and complaints through supervisors</li></ul>	<ul> <li>Compensation, benefits and benefits</li> <li>employee retention</li> <li>career advancement</li> <li>potential development</li> </ul>
customer	<ul> <li>gaining trust and build good relationship</li> <li>satisfaction survey</li> <li>system and channels for complaints, suggestions</li> </ul>	<ul> <li>Good, efficient service, such as no car breakdown during service, punctual, convenient contact</li> <li>The ability to resolve problems in a timely manner</li> <li>Service safety</li> </ul>
partner	<ul><li>selection process</li><li>Annual Assessment Process</li></ul>	> transparent procurement fair and verifiable
shareholder	<ul> <li>quarterly, annual earnings releases and key information disclosures</li> <li>Annual shareholder meeting</li> <li>communication channel</li> </ul>	<ul> <li>Operate business with transparency, accountability and fairness.</li> <li>The business has a good performance.</li> <li>Conduct business under good corporate governance</li> </ul>

stakeholder group	how to get involved	stakeholder expectations
competitor	business operations	<ul> <li>behave under the framework of good competition rules</li> </ul>
community society	<ul><li>participation in gathering activities</li><li>Complaint Channel</li></ul>	<ul> <li>sustainable coexistence</li> <li>Participate in community and social development</li> </ul>
public sector	Report on business performance and performance as required by relevant departments.	<ul> <li>Work in accordance with the law, rules, regulations</li> <li>Disclosure of operating information</li> </ul>

#### Assessing key issues and connecting stakeholder groups

#### Sustainability Key Assessment Process

1. Identifying key issues: The Company has set the scope of analysis on issues that are important to

sustainability as follows:

Internal factors: Comprehensive analysis of sustainability issues affecting the value chain for

short-term and long-term sustainability From pre-service preparation activities

until service delivery including key factors affecting vision, mission and  $% \left( 1\right) =\left( 1\right) \left( 1\right)$ 

strategy corporate sustainability

External factors: Analysis of issues of interest to stakeholders Trends of Thailand and the world

and goals Sustainable Development

2. Prioritization of important

issues:

Take the issues of interest from internal and external factors into

consideration. and given importance by groups of stakeholders and executives

as shown in the picture

		extent o	extent of impact		
	Key Sustainability Issues		external		
		organization	stakeholders		
Company and	Corporate Governance	igotimes	<b>(</b>		
Sustainability	Risk Management	igotimes			
	Guidelines for working under the law, rules and regulations (Compliance)	<b>⊗</b>			
Operation	Solution (I-Solution)				
	trademark creation	$oldsymbol{igotimes}$			
	Be an expert in systems and stakeholder participation	Ø			
	Performance (I-Operation)				
	operational excellence	Ø	$\bigcirc$		
	AI Platform	Ø			
	Service (I-Service)				
	Training Center - Development	igotimes			
	creating shared values	$ar{oldsymbol{arphi}}$			
Personnel	Personal Development	igotimes			
	Motivation (Talent Retention)	igotimes			
Safety	( Safety service)	$\overline{m{arphi}}$	$\bigcirc$		
	Occupational safety and health	igotimes			

#### Establishing guidelines for responding to stakeholders

Considered and agreed sustainability issues will be used in defining the direction of operations. at the plan/project level and to be formulated as a strategy to drive the business to respond to the needs of the stakeholders and suitable for current business operations



# **Company and Sustainability**



Value delivered by the Company "Journey with Innovation"

#### **I-Solution**

- Branding
- > Expert system & Engagement
  - Customer communication
  - Design solution to serve customer inquiry Customer Engagement

#### **I-Operation**

- > Operational excellence
- > AI Platform
- Selection
- Route survey
- Time & pick up point management.
- Vehicle standard checking
- Internal control

#### **I-Service**

- > Training Development Center
- Value co-creation
- Operate customer requirement
- Control operation standard
- Preventive Maintenance Customer feedback
- Cost Control
- Innovation

#### **COVID-19** epidemic on sustainability issues

Stakeholder groups	Impact of COVID-19	Performance	Related Material Issues	
Client	Organize working groups to reduce the risk of infection. and strictly follow the preventive measures and public health requirements	<ul> <li>working group division</li> <li>Measures to work from home</li> <li>Protection standards according to public health requirements</li> </ul>	health and safety	
Business partners	The process of using digital technology to adapt to situations	Information security protection system	Technological processes and information security	
Employee	Human resource management under occupational health safety standards at work	<ul> <li>ATK check before going to work</li> <li>Body temperature check before entering the work area</li> </ul>	<ul><li>health and safety</li><li>human rights</li><li>Human Resource Management</li></ul>	
Community, Society and Environment	manage resources     appropriately	use energy sparingly	Inefficient resource management	
government agency	Changes to public health measures and requirements in public travel	Improve service procedures to be in the same direction as measures and requirements.	health and safety	

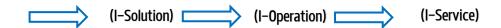
# **Connecting with Stakeholders and Sustainable Development**

From gathering information stakeholders related to business operations and awareness of the importance of running a business that is in harmony with the community and the environment and to effectively meet the needs and expectations of the stakeholders and lead to the development of sustainability management processes from the assessment of key issues affecting the sustainability of business operations. Therefore, the Company has established a method to operate and engage with stakeholders by considering the important issues as follows:

Stakeholder	Channel of participation	Expectation	Guidelines
Employee	<ul> <li>Management sets meetings with employees at least twice a year</li> <li>Arrange various activities.</li> <li>Communication in various forms within the company</li> </ul>	<ul> <li>Compensation and benefits</li> <li>Employee retention</li> <li>Career advancement</li> <li>Potential development</li> </ul>	<ul> <li>Pay compensation and benefits appropriately</li> <li>Promote growth in the line of work in accordance with knowledge and ability</li> <li>Provide opportunities for employees to participate in managing the quality of work life such as Establishment of the Occupational - Health and Safety Committee</li> </ul>
Client	<ul> <li>Planned communication</li> <li>Scheduled customer meetings.</li> <li>Meeting of customers on various agendas</li> <li>Customer Satisfaction Survey</li> </ul>	Good, efficient service, such as no car breakdown during service, punctual, convenient contact     The ability to resolve problems in a timely manner     Service safety	Develop services to meet various needs continually as well as provide advice and be a consultant for efficient transportation management and can be confident that the service is safe
Partners	Communication through the media electronics and phone     Meeting with partners accordingly company plan	transparent procurement fair and verifiable	<ul> <li>Taking into account mutual benefits</li> <li>Create an opportunity to exchange knowledge and experience and expertise.</li> <li>Promote the competitive policy free and fair trade.</li> <li>Focus on the importance of "partners" as a partner by treating</li> <li>Fair and equal partners to build trust, develop and maintain relationship good to each other</li> </ul>
Shareholder	Annual General Meeting     Annual report     Investors meet executive and Company visit	<ul> <li>Operate business with transparency, accountability and fairness.</li> <li>The business has a good performance.</li> <li>Conduct business under good corporate governance</li> </ul>	Treat shareholders     according to the policy     business ethics as well as     respecting the rights of     shareholders in obtaining     the necessary information     truthfully As prescribed by     the SEC and SET

stakeholder	channel of participation	expectation	guidelines
Competitor	Business Operations	Behave within the framework good competition rules	Do not seek confidential information of competitors by means of that are dishonest or inappropriate, such as payment of wages to directors and Competitor's employees     Do not damage the reputation of competitors. with a malicious accusation support each other
Community society	Listen to comments and complaints engagement with the community according to the Company plan	<ul><li>Sustainable coexistence</li><li>Participate in community and social development</li></ul>	<ul> <li>Cooperate in black, run a project for the community by chance.</li> <li>Monitor environmental quality</li> </ul>
Public sector	Submitting reports to agencies service as required     Participation in activities and suitable projects of government agencies	Work in accordance with the law, rules, regulations     Disclosure of operating information	Comply with the law and report Strict performance     Pay taxes and other expenses according to the rules and regulations set by the government

#### **Operation Process**





#### 1.1 Vehicle Selection

All company buses are new such the chassis ,engine and air conditioning system. The Company order directly from leading manufacturers such as Hino, Scania and Mercedes-Benz, Toyota and Yutong, etc. The body is designed according to engineering principles and complies with the law. by considering safety as the main The characteristics of the vehicle are specifically designed for use in picking up passengers according to the needs of customers. and full facilities such as TV, sound system, first aid kit, fire extinguisher and safety equipment.

#### 1.2 Driver Recruitment

The Company attaches great importance to recruiting drivers. From rigorous selection, such as interviews, background checks, Driving tests and physical examinations, etc., when becoming a company driver must undergo a training process in order to have knowledge, abilities and work properly according to the Company's standards, such as creating a consciousness of service car maintenance safe driving as well as continuous performance measurement.

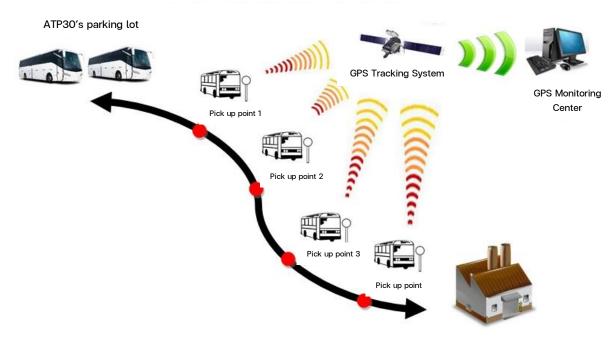
#### 1.3 Responding and acting according to customer requirement.

The company has implemented policies - practical guidelines to satisfy and recognize the needs of customers, passengers and road users. by collecting data during the year Both appreciated and feedback from customers, passengers (directly affected) and road users (indirectly affected) and used in problem analysis. To improve service and prevent duplication of problems.



#### 2.1 Operating Procedures

#### Procedures for providing service for passengers



Company/ Plant

#### **Pre-service process**

- The driver will take the car to the designated parking spot. to prepare by checking the readiness of the car for service according to company standards, cleanliness, tidiness Inside the car service 30 minutes before work
- The operation staff measures the alcohol level and readiness for both
- Driver's body and mind every time before work and random detection substance abuse monthly check at least 10 times per person.

#### **In-service process**

- The driver will start walking to various pick-up points.
  according to the time and route that have been set with customers
- The driver will record the time to and from the pick-up point. and record the number of employees who boarded the car To collect information for use in customer reports.
- When the driver picks up the staff to the destination safely Requires the driver to take the car to the designated parking spot. in order to prepare for picking up and sending employees in the next round.

#### **Post-service process**

- When the daily service is finished Operations staff will collect information such as the time to start picking up passengers. Arrival time number of passengers to report to the customer's staff on a daily basis and used as evidence of invoicing at the end of the month of service
- The company used the data for analysis. to assess and adjust the route, the time of the car and appropriate number of passengers For example, in the case of some pick-up points There is an increase or decrease in the number of passengers The company therefore proposes to adjust the pick-up point or time for the customer so that the customer can control the cost.

#### Framework of Action and Monitoring

The Company's business is shuttle service which has received ISO 39001: 2012 certification by applying for, this is consistent with the sustainable business policy, which is a commitment to social responsibility and also represents a commitment to the Company to the safety and welfare of employees and road users in order to reduce the risk of road accidents. The guidelines for the implementation of the classification of 4 main components are as follows:

- 1. Management of "people" ( Driver Management)
- 2. Management of "vehicles" (Vehicle Management)
- 3. Road and Traffic Management ( Journey Management)
- 4. Emergency Response Management

The Company believes that this ISO 39001:20012 system will increase the potential of the company's safety management system to be certified according to international standards. and promote sustainable service quality and efficiency Due to continuous development

#### Tracking and Inspection

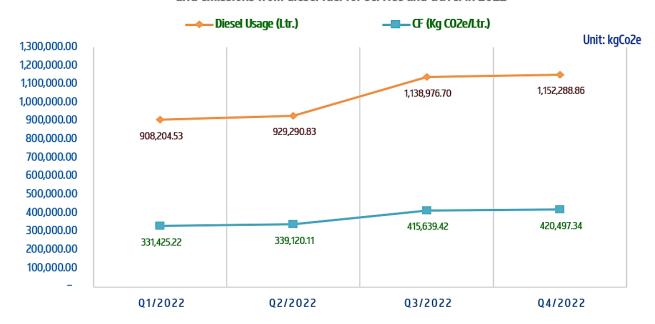
#### **Tracking** Inspection Definition of "Drivers are ready to serve" means that The Company provides a system to track the company's buses with satellite signals (GPS Tracking) they do not have any symptoms. The alcohol level was which will work with Software called "GPS Tracking measured as 0 milligram percent and if the alcohol level is more than the above level but less than 50 System" by Software Serves to collect information, Operations staff use to check the current location of milligram percent Operations staff will first assess the the GPS Tracking and also check historical data at any driver's readiness to drive. If the driver meets the time according to GPS capability Tracking System such criteria for being of sufficient readiness to perform the as vehicle speed, vehicle status, fuel level, etc. In task, officers; the operations department will station addition, the Company has pushed the car sharing the car with the driver. to control and supervise the service to start installing a GPS Tracking system to traffic but in the event that the driver has an alcohol control operations as well. level of more than 50 milligram percent which is considered a "drunken person" under the Ministerial Regulation No. 16 (B.E. 2537) and is "a person is prohibited from driving" under the Road Traffic Act (BE 2522) replacement driver which comes from the company's reserve driver or the operation staff will be the driver instead. to record data and make reports to customers.

#### 2. 2 Cost control

- The amount of CO2 emissions from the use of diesel fuel has decreased.

  Regarding to the Company supports and pushes for the efficient use of oil, the company requires the operations department to monitor the use of oil for maximum efficiency: determine the type and check the refueling, monitor the vehicle and analyze the route regularly. and monitoring of driving behavior Both providing knowledge on fuel-efficient driving and setting rewards to motivate the use of fuel for maximum efficiency. and requiring the maintenance department to plan regular vehicle inspections At least once a month
- The amount of CO2 emissions from electricity consumption has decreased.
   The Company has installed Solar Rooftop at the company's head office. and began using in August 2022
- Efficient use of water resources.
   The company requires water to be circulated in the vehicle leak inspection in order to conserve water resources with satisfactory results.

#### GHG emissions from diesel fuel for service and travel in 2022



# Comparison of GHG emissions from the use of diesel fuel for service and travel in 2021 and 2022



Comparison of GHG emissions in 2021 and 2022						
	20	21	20	22		
	Number of vehicles	Average GHG emissions per Average CO2 emissions per vehicle	Number of vehicles	Average GHG emissions per Average CO2 emissions per vehicle		
Quarter 1	387	898.37	542	611.49		
Quarter 2	458	792.42	562	603.42		
Quarter 3	458	851.02	578	719.10		
Quarter 4	528	753.18	581	723.75		

#### Comparison of GHG emissions from the use of electricity in 2021 and 2022



# I-Service

#### 3.1 Preventive maintenance

Based on the experience and collecting information about the company's service, the problems encountered are compiled for assessment and preventive planning through preventive maintenance. To increase the trust in service to customers which is considered as one of the company's missions which has the following methods

Periodic maintenance (Preventive Maintennace no.1 (PM1))

mean: Inspection and maintenance according to each manufacturer's manual for use and maintenance which the company checks and corrects to adjust or replace parts and equipment strictly as specified in the manual.

Monthly vehicle inspection (Preventive Maintenance no.2 (PM 2))

mean: Determines the bus inspection according to the Company's standards, the maintenance department consists of engine system, transmission system, electrical system, air conditioning system, brake system and other details. which such inspection Set a frequency of at least 1 time per vehicle per month.

Extended vehicle condition inspection (Preventive Maintenance no.3 (PM 3))

mean: Detecting any malfunctions or defects of the vehicle, the maintenance department will apply the effect of corrective or preventive measures to other service vehicles as well, thereby preventing recurrence of the problem.

Vehicle condition inspection to prevent breakdowns during service (Preventive Maintenance no. 4 (PM4))
 mean: To collect information on the cause of car breakdowns and analyzed to define a list of vehicle

ean: To collect information on the cause of car breakdowns and analyzed to define a list of vehicles inspections and use them for maintenance planning and preventive vehicle inspections to increase service efficiency.

Determination of tire life

mean: Determines the service life of the tires of each type of vehicle according to the requirements of various tire manufacturers by collecting data strictly and the Company has a policy to use new tires from quality manufacturers only.

Bus Body condition inspection

mean: Check the condition of the bus body in particular, "leakage", which the Company has established a leak testing system for the tank. by spraying water onto the roof, around the body and the edge of the glass at the same time to prevent water leakage into the cabin Determine the leak check at least once a year.



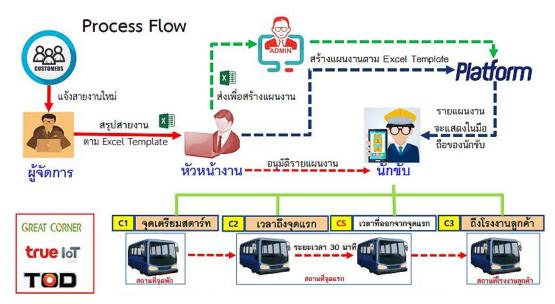
#### 3.2 IT system for traffic management

All employees of the company are equipped with GPS Tracking system. Real time For use in the management of the bus and the company designed a program for use in management under the name "Back Office Program" for use in traffic management The program consists of

- Maintenance Module will monitor maintenance, timing, maintenance progress. Both Preventive Maintenance and Breakdown maintenance are also used to control over 300 spare parts inventory to be ready for use.
- Operation Module will be responsible for planning the route. Operations and fuel consumption control and operational efficiency measurement
- HR Module is responsible for checking the driver's record both before joining and during their employment. as well as training history including a valid driving license as required by law
- Safety Module serves to check the logs. Using the speed of the car Accident history and follow up on accident prevention guidelines
- Customer suggestion Module will keep track of customer complaints and guidelines.

#### 3.3 Innovation Development

ATP 30 RPA (Robo tic Process Automation): Processes using AI technology innovation
robot or AI will replace human labor in the future It's not that far off any longer. Today, some large
corporations have begun to replace employment with innovative AI technologies. which is something that
must come into the world society more Society must change with the advancement of technology.
The company brings technological innovations in AI Come to use in the car inspection with service on behalf
of employees to reduce errors in operation and Simplify the steps in the audit process and increase the
broader capabilities.



Record real time from 4 GPS points to compare with the schedule, then call to the driver and the supervisor if it was different.

- Applying technology to reduce pollution : Using an EV (Electric Vehicle : Electric Vehicle ) instead of a petrol-powered car
  - The advantages of electric vehicle

quieter than cars that use gasoline as fuel.

- 1. The cost of fuel is inexpensive.
  - Because the electric car's energy comes from charging the battery into the battery. making the fuel cost rate of electric trains cheaper than oil fuel
- 2. The engine runs quietly without noise.

  Because the driving mechanism is not as good as a car that uses fuel oil This makes electric cars sound
- 3. Save the environment with no need for ignition to drive making electric cars not cause pollution Because there is no exhaust from burning energy like a combustion engine.3. Protect the environment with no need to detonate to drive, electric cars do not cause pollution. Because there is no exhaust from the combustion of energy like a combustion engine.



# **Corporate Governance**

#### Code of Practice for Corporate Governance (Corporate Governance)

Objectives: The Company has established a corporate governance policy in accordance with the good corporate governance guidelines of the Office. The Securities and Exchange Commission ("SEC") and the Stock Exchange of Thailand ("SET") as the basis for the Board of Directors, executives and employees of the Company to uphold and comply. for creating value for sustainable business operations and promote to be an efficient organization in doing business be transparent and can check In addition to creating confidence for shareholders, investors and related parties in order for the business to be competitive and effective Operate with regard to long-term impacts able to conduct business with ethics Respect rights and responsibility to shareholders and stakeholders as well as conducting business for the benefit of society and develop or reduce the negative impact on the environment. and can adapt under various changing factors The essence of the corporate governance policy can be divided into 8 Principles of practice are as follows:

## Principle 1: Establish Clear Leadership Role and Responsibilities of the Board

The Company has clearly stipulated the roles and responsibilities of the Board of Directors in the Board of Directors Charter. It has an important role in formulating important policies and strategies in business operations as well as allocating various resources. The Board of Directors understands the roles, duties, benefits and principles of good corporate governance in creating sustainable business values and conducting follow-up, evaluation and overseeing reporting on the Company's performance to be consistent with the objectives and goals In this regard, the Board of Directors will supervise the Company's operations, taking into account the ability to compete and adapting to accommodate changes from various environmental factors inside and outside for good long-term performance by operating a business that benefits society and takes into account the environment In this regard, conduct business with ethics. Respect the rights and be responsible to the shareholders and stakeholders of the Company continuously as follows:

- 1. Treat shareholders equally
- 2. Taking into account the roles of stakeholders
- 3. Disclosure and transparency, emphasis on creating value for sustainable business
- 4. Encouraging and developing innovations, such as the introduction of technology for passenger convenience and the design of bus management with customers. To provide services that meet the needs of customers along with maintaining the price at an appropriate level, etc.

In addition, the Board of Directors has set the duties and scope of responsibility of the various sub-committees and senior management such as the Chairman of the Executive Committee or the Managing Director clearly and to supervise the directors and executives to perform their duties as stipulated with responsibility, caution and honesty. Ready to supervise the Company's operations in accordance with relevant laws and regulations, including the resolutions of the Board of Directors meeting and Company policies.

## Principle 2: Define Objectives that Promote Sustainable Value Creation

The Board of Directors attaches great importance to the determination of objectives and main goals in doing business in order to grow with society with sustainability, create value and benefit the organization, customers, employees, partners, shareholders. stakeholders and society as a whole communication promotion and strengthen the main objectives and goals of the organization reflected in the decisions and operations of personnel at all levels under the principles of good corporate governance In this regard, the Board of Directors has established strategies, plans, and monitors to ensure that operations are carried out regularly, including following up on performance appraisals to achieve the objectives and main goals of the organization by applying innovation and technology appropriately.

The Company is aware of the risks in setting objectives and goals, including methods of action that may lead to illegal conduct or lack of ethical conduct as well as supervise the transfer of objectives and goals through strategies and plans throughout the organization by considering business plans and corporate strategies taking into account the creation of sustainable value for shareholders Stakeholders, society and environment through the process "Selection of competent personnel" and realize The importance of "personnel development" has been regularly assessed and trained, such as supporting employees to develop their work and responsible. Encouraging employees to participate in training for other developments to promote, etc.



# Principle 3: Strengthen Board Effectiveness

The Company's Board of Directors consists of persons with knowledge and abilities. having expertise and experience to perform duties for the benefit of the Company must have qualifications and not have prohibited characteristics as the law is stipulated by the Board of Directors with duties and responsibilities in defining and reviewing the structure. The Board of Directors consists of at least one third independent director and not less than three The Company's independent directors must have qualifications and not have any prohibited characteristics as stipulated by the Board of Directors. which complies with relevant laws and regulations in accordance with the qualifications specified by the SEC.

## Board Skill Matrix:

		Education and work experience											
Director's name		company director	independ ent director	female director	business administr ation	account	finance	law	marketin g	informati on technolo	engineeri ng	risk manage ment	corporat e governan
Mr. Chatchai	Panichchiva	$\checkmark$			Ø	Ø	Ø	<b>Ø</b>	<b>Ø</b>	<b>Ø</b>		<b>Ø</b>	Ø
Dr. Wiwat	Kromadit	<b>⋖</b>			$\overline{Q}$		Ø	8	$\overline{\lozenge}$	$\bigcirc$	Ø	$\overline{Q}$	
Mr. Piya	Techakul	✓				Ø	₩ W		₩ W	₩ W	₩ W		Ø
Mrs. Somhathai	Panichchiva	<b>⋖</b>		<b>⋖</b>	8	8	8		8				8
Mr. Thanin	Hiranpanthapo rn	<b>⋖</b>			8				<b>(</b>	<b>Ø</b>		<b>(</b>	<b>Ø</b>
Mrs. Suwannee	pledge		<b>⋖</b>	<b></b> ✓	8	<b>Ø</b>	<b>Ø</b>					8	8
Mr. Kamchai	Boonchirachot		$\checkmark$					<b>_</b> Ø					<u> </u>
Mr. Prasert	Prime Minister Phong		<b>⋖</b>		8			<b>⊗</b>		<b>③</b>	<b>⊗</b>	<b>⊗</b>	8

## **Board diversity**

8 Directors





Board of Directors Consists of 3 independent directors out of 8 persons to provide appropriate checks and balances. Including the appointment of sub-committees to assist the management committee within the scope specified in the charter of each committee. To promote efficiency and effectiveness in the performance of the Board of Directors.

The Board of Directors has appointed an appropriate person to be the Chairman of the Board. The Board of Directors has appointed the Nomination and Remuneration Committee. to perform support duties The Board of Directors nominates qualified directors with a transparent and clear process and considers appropriate remuneration before proposing to shareholders for approval.

The Board of Directors is responsible for supervising all directors to be responsible for performing their duties and allocating time and ensure that the roles and duties of the Board of Directors and sub-committees are disclosed the number of meetings as well as the number of times each director attended in the previous year. Including sub - committees must report their performance and board must be assessed annually by both faculty and individual assessment by using the evaluation results to consider the suitability of the board's composition. The Board of Directors must also ensure that the directors

27% 46% Independent Director 27% Executive Director ■ Non-Executive Director are continually developing necessary and relevant knowledge.

In addition, the Company provides a company secretary to support the board's operations, including coordinating the implementation of the Board's resolutions as well as managing board meetings and shareholders' meetings.

# Principle 4: Recruit and develop top executives and personnel management (Ensure Effective CEO and People Management)

The Company determines the qualifications of directors and high-level executives in order to be able to ensure that the Company has selected directors and senior management who are suitable and sufficient for the operation and follow the business plan and guidelines for preparing succession plans as specified in the charter and the code of conduct of the Company in accordance with the objectives and goals. In addition, the Board of Directors also attaches great importance to understanding the structure and relationship of major shareholders that may affect the management and control over the Company's management. In order not to hinder the performance of duties of the Board of Directors and to ensure that information that may affect the control of the business is properly disclosed. The Board of Directors has established the remuneration structure for directors and executives as well as an assessment that is appropriate to the scope of responsibility of the assigned duties. There is a Nomination and Remuneration Committee to supervise in accordance with the policy on personnel management and organizational development that the Company is in the process of creating and shareholders' resolutions on personnel development.

The Board of Directors will monitor the management and development of personnel to have knowledge, skills, experience and appropriate motivation to be able to manage the business in accordance with the good corporate governance policy effectively as well as being able to continuously improve operations.

# Principle 5: Promote innovation and responsible business operations (Nurture Innovation and Responsible Business )

The committee emphasizes and supports the creation of innovation. Including the development and improvement of systems or assets that create added value to the business by focusing on studies, trials and improvements to suit the purpose of use to create a competitive advantage create customer satisfaction and advance over competitors In addition, the Company promotes the creation of various innovations by forming business alliances with companies that are generally recognized for innovation development in which customers and passengers are the direct beneficiaries both for safety and convenience.

The Board of Directors established the Risk Management Committee to determine the risk management and control of information technology. In order to allocate and manage information technology resources effectively and efficiently including establishing adequate and appropriate information security measures with regard to confidentiality maintaining credibility and readiness to use the information as well as to prevent the misuse of information Including supervision to ensure that the company complies with laws, rules, regulations and standards related to the use of IT. To establish a contingency plan in case an adverse event poses an obstacle to business continuity, such as a crisis or emergency (Business Continuity Plan: BCP).

In addition, the Board will monitor and ensure that the management operates business in parallel with to create benefits for all stakeholders involved and is responsible for society and the environment. The Company will always promote actions to add value to the Company in accordance with the changing environmental conditions. This may cover the formulation of the business model and study perspectives on vehicle design, maintenance planning and monitoring service to achieve maximum efficiency improving the Traffic Management Process - Technology and Innovation to achieve maximum efficiency in service and cost, including collaborating with partners. The Company is committed to conduct business with honesty, integrity, transparency and fairness, and ready to provide services to create high customer satisfaction and all parties involved. The Company is willing to compete in the business properly, honestly, fairly, without taking advantage or exploiting unfairly. strictly operate within the framework of good governance. In addition, the Board of Directors realizes the importance of the role of stakeholders and treats all groups of stakeholders with transparency and appropriateness. equal and fair.

# Principle 6: Ensure that there is an appropriate risk management and internal control system. (Strengthening Effective Risk Management and Internal Control )

The Board will ensure that the Company has adequate risk management and internal control systems to achieve objectives effectively and complies with relevant laws and standards. All of which are independent directors and does not have any prohibited characteristics under the relevant laws as well as having qualifications and duties in accordance with the rules of the SEC and SET to be able to perform duties effectively and independently to perform duties appropriately as assigned by the Board of Directors. This includes the duty to review financial reports, internal control system compliance with the law Auditor Selection Disclosure of Company Information and the preparation of the Audit Committee's report, etc. In addition, the Board has appointed the Risk Management Committee to supervise and support the Board in overseeing the risk management system as stipulated in the risk management policy.



The Company provides channels for receiving complaints and/or comment and add a channel to email directly to senior executives at Stakeholders can express their opinions through communication channels with the Company as follows:

By post, deliver to the Chairman of the Board of Directors or the Chairman of the Audit Committee.
 ATP 30 Public Company Limited

No. 9/30, Village No. 9 Bang Nang Sub-district, Panthong District, Chonburi Province 20160

- 2. By e-mail sent to the Chairman of the Audit Committee through the Company Secretary and the Secretary of the Audit Committee: info@atp 30 group.com
- 3. Company's website <a href="http://www.atp30.com">http://www.atp30.com</a>

## Principle 7: Ensure Disclosure and Financial Integrity

The Board of Directors is responsible for ensuring that the system of financial reporting and disclosure of important information is accurate. Adequate, timely and in accordance with relevant rules, standards and guidelines by ensuring that there are qualified personnel suitable for the preparation of financial reports and disclosure of the Company's information; including monitoring the adequacy of financial liquidity and ability to repay debt including remedial plans In case of facing financial problems, taking into account the rights of stakeholders In this regard, the Company has assigned the Finance and Control Department Manager to act. "Investor Relations" to communicate and publicize necessary and useful information to shareholders, investors, analysts and related parties. appropriately, equally and in a timely manner, as well as helping to oversee the dissemination of the Company's information according to the specified criteria to the Office The SEC and SET and related agencies through the "Form 56-1 (One Report)" and/or the Company's website (www.atp 30 .com) , etc., including Important information that affects the price of the Company's securities which affects the decision-making process of investors and stakeholders of the Company correctly and do not make any mistake and sufficient for investors' decision-making.

## Principle 8: Ensure Engagement and Communication with Shareholders

The Board of Directors places great importance on the Company's shareholders. The Company operates to ensure that shareholders receive equal treatment and that shareholders can fully exercise their basic rights as shareholders, such as the right to buy or transfer shares, the right to participate in company profit sharing the right to receive sufficiently relevant information through channels "Company's website" (www.atp30.com) or "SET's website" (www.set.or.th) or by any other means. and the right to attend the meeting independently and exercise the right to vote at the shareholders' meeting. to appoint or withdraw directors, consideration of remuneration of directors appointment of an auditor dividend payment capital increase and issuance of new shares, including the right to ask questions to the Board of Directors company regarding the report of the Board of Directors and any other matters proposed to the meeting for consideration and approval. The right to propose agenda in advance and to nominate a person to be elected as the Company's director. and participation in decision making on important matters of the Company By prescribing that every shareholder has the right to vote according to the number of shares held and each share has the right to vote one vote.

In addition, the Board of Directors recognizes and places importance on the rights of shareholders. Do not take any action that violates or diminishes the rights of shareholders. By ensuring that shareholders participate in decision making on important matters of the company. Ensuring that shareholders' meetings are conducted in an orderly, transparent and efficient manner and encourage shareholders can exercise their rights will ensure that the disclosure of the resolutions of the shareholders' meeting and the preparation of the minutes of the shareholders' meeting are accurate and complete.

# **Good Corporate Governance Policy**

The Board of Directors' meeting has set a policy on corporate governance in accordance with the guidelines of the SET for the Board of Directors, executives and all employees of the organization to follow as guidelines. To promote the Company's efficiency in business operations be transparent and can check The Board of Directors is committed to the management based on corporate governance principles. Good conduct for listed company directors, rules, regulations and related practices of the SET and the SEC Office, with a commitment to develop to enhance the corporate governance of the company to practice guidelines, international excellence which creates confidence for shareholders, investors and all related parties and is committed to supervising the administration to ensure efficient work The essence of corporate governance is divided into five categories as follows:

## Rights of Shareholders

The Company values the rights of all shareholders equally. The rights of such shareholders cover basic rights such as trading in securities held hare in the profits of the business obtaining sufficient information and information of the Company attending the meeting to vote at the shareholders' meeting to appoint or remove directors Appoint an auditor and matters that affect the Company, such as dividend allocation Determination or amendment of regulations and memorandum of association and capital reduction or capital increase, etc., in addition to the aforementioned fundamental rights the Company requires action on various matters to promote and facilitate the exercise of shareholders' rights as follows:

- The Company will disseminate information on the agenda of the shareholders' meeting in advance on the a Company's website before submitting the documents. The Company will send the invitation letter to the shareholders' meeting and supporting documents not less than 7 days in advance of the meeting date, specifying the date, time, place, agenda of the meeting as well as complete meeting information documents including informing various rules used in the meeting and the rights of shareholders to attend the meeting and vote.
- 2) In the event that the shareholders are unable to attend the meeting in person. The Company give shareholders the opportunity to appoint independent directors or any person can attend the meeting instead by using any one of the proxy forms that the Company has sent together with the notice of the meeting.
- Provide opportunities for shareholders to express their opinions, suggestions and questions prior to the date of the shareholders' meeting, including in the meeting the Company will allocate appropriate time to allow shareholders to ask questions, comments and suggestions fully and independently. The company will provide the shareholders with sufficient detailed information on such matters.
- 4) All directors will attend the meeting unless there is a necessity so that shareholders can ask questions on related matters.
- After finished the meeting, the Company will prepare minutes of the meeting to show accurate and complete information for shareholders to be able to examine.

## **Equitable Treatment of Shareholders**

The Company has guidelines for treating shareholders in every transaction both executive shareholders and non-executive shareholders of the Company, major shareholders or minority shareholders fairly and equitably. This is to assure the shareholders that the Board of Directors and the Company's management will take care and use the shareholders' money appropriately. It has established guidelines for shareholders to treat and protect their fundamental rights equally which in the management of the shareholders' meeting. The Company give shareholders an opportunity to nominate a person to be a director in advance on an appropriate date and time, including giving opportunities to shareholders who are unable to attend the meeting in person can exercise the right to vote by authorizing an independent director or other person to attend the meeting and vote on his/her behalf.

The Company has established preventive measures In the event that directors, executives, employees and employees use inside information for their own benefit or others in a wrong way by defining written guidelines and has informed the guidelines for everyone in the organization to follow The policies and methods for monitoring the use of inside information for personal benefits. In the event that a director uses inside information for personal gain. The Company has assigned the Board of Directors to take care and judge the fault. In the event that the management Employees and employees use inside information for personal gain and assign the top executive to consider the offense according to the prescribed sanctions In addition, the Company has informed directors and executives of their duty to report the holding of the Company's securities for themselves, their spouses and underage children as well as reporting changes in securities holdings to the Office of the SEC in accordance with Section 59 and penalties under the Securities and Exchange Act B.E. 2535



## Roles of Stakeholders

The Company places importance on supervising all groups of stakeholders such as customers, employees, partners, shareholders or investors, creditors and communities in which the Company is located, etc. Stakeholders will be treated by the Company according to their legal rights related the Company will not take any action that violates the rights of stakeholders under the law or in accordance with the agreement. The Company has considered to have a process to promote the participation of stakeholders in accordance with their roles and duties in enhancing the Company's performance for the Company's business operations to go well, including creating sustainable stability for the business and create fair benefits to all parties. In addition, the Company provides channels for stakeholders to communicate, suggest or provide information to the Board of Directors through the independent directors or the Audit Committee of the Company.

The Company has considered to have a process to promote cooperation between the Company and its stakeholders to create financial prosperity and sustainability of the business as follows:

- Give importance to employees at all levels of the Company by treating employees equally, fairly, and providing compensation that is appropriate to the knowledge and abilities of each employee along with focusing on the development of potential and knowledge continually, including the importance of taking care of the working environment Taking into account the safety of work and the quality of life of employees is important.
- 2) The purchase of goods and services from customers is subject to commercial terms by strictly complying with the contracts made together to create a relationship that will bring long-term benefits to both parties.
- 3) Compliance with the loan terms in accordance with the existing agreements.
- 4) Customer care and responsibility for customers in terms of product quality and providing good and standard service, customer confidentiality and an emphasis on fair and equitable pricing under the available pricing policy.
- 5) Compliance with the rules good competition including avoiding dishonest methods to destroy trade competitors.
- Giving importance and responsibility to nearby communities and societies about the environment as well as to support activities that benefit the community as well as to develop the environment of the community and society for a better life by considering as appropriate.

## Disclosure and Transparency

The Company attaches great importance to information disclosure, whereby the Board of Directors will ensure that the Company discloses information related to the Company. Both financial and non-financial information is accurate, complete, timely and transparent by disclosing through various channels with easy access to information equal and reliable according to the channels prescribed by law The important information that the company will disclose are financial reports and various non-financial information. that may affect the company's stock price which is in accordance with the requirements of the SEC and SET.

The Company ensures the quality of financial reports is accurate. It complies with generally accepted accounting standards. and has been audited by independent auditors which has been certified by the SEC . In addition, the Company will disclose the following information to show transparency in business operations: disclosure of information about the duties of the Board of Directors and the Audit Committee, such as the number of meetings; and the number of times each director attended the meeting in the past year, disclosure of remuneration payment policy for directors and senior management including the form and nature of the compensation and reports on corporate governance policies and performance in accordance with the policies. The above information, in addition to disclosures to the public through the SEC or SET, is also disclosed through the company's website.

## **Board Responsibilities**

Board of Directors consists of qualified persons with knowledge and skills and diverse experiences which can use their experiences to develop and formulate policies that will benefit the Company's business operations by the Board of Directors have independence in making decisions for the best interest of the business and its shareholders as a whole and has an important role in formulating Company policies including supervision, monitoring and auditing of operations and evaluating the performance of the business compared to the planned work plan. The Company has eight members of the Board of Directors, consisting of tree directors from the management and five non-executive directors with three independent qualified directors, which is more than one - third of the total number of directors. In addition, the Company has appointed the Audit Committee which consists of There are three independent directors with a term of office of three years each, the scope and authority of the said committees are clearly specified in the Audit Committee Charter.



The Company has a clear and transparent compensation process by presenting for approval from the shareholders' meeting which will consider the appropriateness in determining the directors' remuneration according to the scope of duties and responsibilities of each director to be at a level that can motivate and retain knowledgeable directors to perform their duties with the company. Including the remuneration rates set can be comparable to the remuneration of directors in the same industry or similar.

All Company Directors understand their responsibilities as Company Directors and ready to express their opinions independently and keep yourself up-to-date all the time They also perform their duties with honesty, integrity, carefulness and prudence, taking into account the best interests of the Company and being fair to all shareholders. In addition, all directors of the Company devote their time to performing their duties fully and sufficiently, including adherence to the Board of Directors meeting except in case of necessity.

In addition, the Board of Directors also attaches great importance to the disclosure of sufficient information to shareholders. Investors and related parties. All parties, information disclosed must be accurate, complete, transparent, thorough and timely, including financial reports. Performance and other related information as well as information that affects the Company's stock price in accordance with the principles of good corporate governance by disseminating various information for shareholders, investors and related parties to use in making investment decisions through various channels both delivery of documents by post Media of the Stock Exchange of Thailand and the SEC Office, including the Company's website after the listing of ordinary shares on the SET.

# **Important Policies and Follow-up Practices**

The Company has an internal audit unit is responsible for auditing operations and important financial activities by coordinating with the Audit Committee and the Auditor, in order to control the work according to the law rules and procedures as specified by the Company.

Internal Control and Internal Audit Policy

The Company has established a systematic internal audit from 2013 - 2017 by an external audit office and the Company established an internal audit department in 2018 to supervise work in various fields and report directly to the Audit Committee. They are responsible for consulting, auditing and evaluating internal controls in the risk management system to ensure that the internal control system and the risk management system and the corporate governance process of the company. have been sufficiently arranged effective for the intended purpose.

# Information Disclosure Policy

The Company assigns the Board of Directors the duty to disclose information both financial information and other information in a complete and adequate, reliable and timely manner so that the Company's shareholders receive information equally. The Company's information must be carefully prepared, clear, concise, easy to understand and transparent and must disclose information regularly, both positive and negative. Careful to do not to make any confuse as well as establishing a public relations unit for information that is beneficial to shareholders, investors and those related to the Company.

# Policy to prevent the use of insider information of the Company

The Company recognizes and recognizes the importance of supervising the use of inside information in accordance with the principles of good corporate governance. by adhering to the principles of good governance Integrity, morality and ethics in business operations and to ensure that Investors in the Company's securities receive reliable, equitable and timely information. The key points can be summarized as follows:

- Directors, executives and employees at all levels must not use inside information of the Company
  that is material to the change in the price of securities that have not been disclosed to the public or
  the SET for trading in the company's securities which brings benefits to oneself and others, whereby
  directors, executives must refrain from trading in the Company's securities during the period of 30
  days before the public disclosure of financial statements.
- The Company has a duty to immediately and thoroughly disclose information about the Company's
  important operations to the public through the media and methods stipulated by the SET and the
  Company's disclosure policy to ensure that information is accessible to all investors in a timely and
  equitable manner.
- 3. Directors and executives are responsible for reporting their holdings of securities issued by their own companies, their spouses, and minor children to the SEC Office in accordance with Section 59 of the Securities and Exchange Act B.E. 2535.
- 4. The Company requires all employees to adhere to the protection of confidentiality of information about activities of business and prohibits seeking benefits for oneself and others by using any information of the Company which has not yet been disclosed to the public or taken any action in a manner that may cause conflicts of interest to the organization.
- 5. Supervision of the use of inside information
  - 5.1 The Company has policies and procedures to take care of employees, executives and directors in using the Company's inside information for personal benefit to disclose to others including for trading in securities and also complying with the rules of the SEC regarding the reporting of securities trading of Directors and Executives.
  - 5.2 The Company communicates about the inside information to remind all employees by including important details in orientation for new employees to let all employees know important details are "Consider the interests of the Company as a priority and promised not to rely on the position, duties and responsibilities assigned to seek any benefits that cause damage to the Company, including must not bring out the secret of the Company and/or of customers to disclose to competitors or third parties is strictly prohibited".



## Accounting and Financial Policy

The Company attaches importance to the preparation of financial accounting reports which must be correct and complete according to reality timely, reasonable to propose to the executives, shareholders, government agencies and other related persons. Therefore, personnel at all levels are required to follow various procedures related to accounting, finance and internal control systems including the accounting and financial requirements of the company and strictly generally accepted accounting principles as follows:

- The accuracy of the recording The Company's record of all business transactions must be accurate and complete and can check without limitations or exceptions to the actual recording according to accepted accounting standards and in accordance, the relevant laws have completed and appropriated documentary evidence supporting business transactions.
- Accounting and Financial Items All accounting and financial transactions of the Company must be accurate and clear, sufficient material information including the disclosure of important information appropriately according to generally accepted standards and in accordance with the Company's accounting and financial regulations. All employees must be aware of the accuracy of the Company's accounting and financial transactions. It is the shared responsibility of the Board of Directors, executives and employees who are responsible for all business transactions.

### **Taxation Operations Policy**

The Company recognizes the roles and responsibilities of being a good taxpayer. Promote and create value and the highest value for stakeholders Taxes are properly filed as required by law as well as having guidelines for tax planning and operations in the same direction with transparency and fairness by realizing Risks related to taxes, both directly and indirectly, are as follows:

- 1) Carry out tax planning management and paying taxes in accordance with the requirements regulations and related tax laws for the maximum benefit of the Company and stakeholders.
- 2) Process tax remittances or tax refunds accurately, appropriately and within the time period required by applicable laws or regulations, including adhering to the roles and duties of being a good citizen by complying with tax laws to reflect transparency in tax operations.
- Tax effects are studied and considered when there are new investment projects or transactions, including when there is a new tax law or policy to be consistent with the activities business strategy legitimacy and cover the benefits of the stakeholder groups.

# Legal Compliance Policy

Personnel at all levels must comply with regulations and relevant legal requirements both domestically and/or abroad and before performing any work that may be stipulated by law It must be carefully reviewed carefully. It is checked by the person in charge that it has complied with the relevant laws.

## Information Technology Policy

The Company has a policy to allow employees and related workers to use the Information Technology (IT) system which consists of a data communication network circuit Software systems used to operate and process computer data along with peripheral devices, files, and the Company data efficiently not contrary to the relevant laws or statutes with adequate safety standards for the benefit and effectiveness of the Company's business. Therefore, it is required to comply with the following practices:

- I) Governance of Enterprise IT
  IT Governance aims to ensure that the Company is able to achieve the goals set by using IT as a tool to support and can effectively manage risks that may arise and IT Management requires a link between IT Management processes, powerful resources and information to support appropriate policies, strategies, organizational goals and risk management, including reporting and monitoring of operations to ensure that technology used by the Companyı it can support strategy and achieve business objectives and build competitiveness, including adding value to the Company.
- Information Technology Security
  The Company has a policy to allow employees and related workers to use the IT system which consists of a data communication network circuit Software systems used to operate and process computer data along with peripheral devices, files, and the Company data efficiently not contrary to the relevant laws or statutes with adequate safety standards for the benefit and effectiveness of the Company's business, the following practices are required:



- Implement information technology systems in all aspects of the work along with the development of the Company's personnel to have up-to-date knowledge.
- Employees must bring IT systems to promote the Company's business, must not act for personal benefit or violates ethics or good morals.
- Information recorded through and disseminated through IT systems is the responsibility of the owner of the information to take care and not to cause illegal or infringe upon a third party.
- Use legal and standard software.
- Implementation of IT systems It must be approved and comply with the established regulations.
- The owner of the information must protect the IT system and their own business sensitive data from outside access or theft and undermining to ensure that the company's business will continue.
- Person responsible for the overall information system assigned by the Company is
  responsible for determining measures to control and protect the IT system to be stable and
  safe, including monitoring for all personnel to strictly comply with the requirements.

## **IT Security Policy**

- The Company must have a duty to oversee the formulation of a written IT security policy and the Company must communicate the policy in order to understand and be able to follow it properly. Especially between the IT department and other internal departments, in order to have coordination and be able to operate the business according to the goals set.
- The Company must arrange for a review of the IT security policy at least once a year or when there
  is a change that affects the Company's IT security.

  <u>Guidelines</u>
  - Do not use resources and computer networks to act illegally and against the good morals of society, such as creating a website for trading or disseminate anything illegal or contrary to good morals, etc.
  - Do not accessing the computer network or computer with another user's account name both allowed and without permission from the owner of the user account name.
  - Do not access computer systems and protected data from others' access to edit, delete, add, or copy.
  - Do not publish other people's information or of the agency without permission from the owner of that information.
  - Do not disrupt, obstruct or damage the Company's resources and computer networks, for example by transmitting computer viruses, entering a program that causes the computer or network device to refuse to work ( Denial of Service), etc.
  - Do not eavesdrop on the Company's computer network and that of others who are receiving and sending in a computer network.
  - Before using any portable, recording media or open a file attached to an electronic mail or files downloaded from the Internet must be checked for viruses by an antivirus program first.
  - Users must not allow others to use their account and password to access the computer together.

## IT Risk Management:

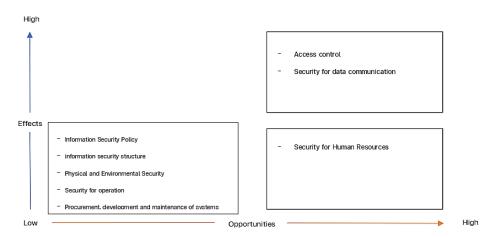
Must be consistent with corporate risk management policy and cover the following matters:

- Determination of duties and responsibilities in information technology risk management and IT
  managers are responsible for education, provide IT methods or approaches to mitigate or manage
  existing risks then presented to the management for consideration in the management of IT system
  risks.
- 2. Identification of risks related to IT (IT Related Risk)
  - Physical and environmental risks include the Data Center Room, which is the storage and installation of server computers, network equipment and other devices must have access control and use system monitoring such as room temperature, alarm system, fire alarm system, etc.



- The risk of using computer programs on the Company's computers to prevent the use of
  installation of unsafe or malicious programs, such as downloading programs from outside to
  install which may contain malware or computer virus or has a vulnerability to connect to an
  external network attacks a computer that is in use or another machine on the same network,
  etc.
- Risks associated with the use of the Company's computer network must have to monitor and
  monitor the use of internal networks and Internet systems. There is a system to prevent
  access and external attacks for the host computer (server) and the client that the operator
  uses, such as a protection system for accessing through the Internet by installing a computer
  antivirus program Email filtering, etc.
- Personal risk must have a license to access the computer system, various network devices
  and data in accordance with the rights they have to prevent access to, amendment or change
  of information.
- 3. Comprehensive risk assessment of the likelihood of exposure and the impact that will occur to prioritize risk management, consist to four types of risk defined as follows:
  - The potential technical risks of computers and devices being compromised.
  - Operator risk arising from improper rights management cause access to information beyond duty and may cause damage to information.
  - Risks from disasters and emergency situations arising from disasters or nature including other situations such as power outages protests, etc.
  - Management risk arising out of the active policy guidelines may not be consistent with the potential risks.
- 4. Determining methods or tools to manage and manage risks at an acceptable level for the Company. Prepare a table of description of risk with the heading risk name type of risk risk nature Risk factors and impacts, etc. Determine the level of the likelihood of an incident and the severity of the risk impact. including making a risk map.
- 5. Set up indicators for Information Technology Risk Indicator, as well as arrange to monitor and report the indicators to those responsible for it, in order to be able to manage and manage risks appropriately and in a timely manner.

## Risk Level Measurement



# Follow-up to ensure compliance

The Company defines the duties and responsibilities of directors, executives and all employees to be informed Understand and strictly abide by the policies and procedures set out in this manual. Executives at all levels in the organization must be responsible for overseeing and it is important to let the employees under their command line know and strictly comply with the Company's Code of Conduct. If any director, executive and employee violates the corporate governance principles as specified will be punished with both disciplinary and if there is an action that is believed to be illegal State rules and regulations, the Company will forward the matter to government officials for further action.

If the employee sees an illegal act and/or corporate governance principles as specified to report complaints or allegations to the Chairman of the Board of Directors, Chairman of the Audit Committee, chief executive or Managing Director of the Company, the Company will conduct an audit without disclosing the name of the whistleblower to protect the potential impact on the complainant.



## Anti-Bribery and Corruption Policy

The Company has a policy against bribery and corruption completely (Zero-Tolerance Policy) and comply with all laws related to anti-bribery and corruption in Thailand. The Company will not engage in bribery and corruption either directly or indirectly and committed to implementing effective systems against bribery and corruption, consist of directors, executives and all employees of the Company must not engage in corruption, giving/receiving bribes to/from government and private officials such as individuals of various companies with transactions with the company both directly and indirectly to obtain or maintain a business or competitive advantages. This Anti-Bribery and Corruption Policy provides comprehensive anti-bribery and anti-corruption guidelines and guidelines for the Company in the following;

- Directors, executives and employees of the Company and its business lines are prohibited from operating or accepting or supporting corruption in any form. both directly and indirectly and covers all companies in the consumer goods/consumer business line including contractors or other subcontractors related and requires regular reviews of the implementation of this Anti-Corruption Policy as well as reviewing the guidelines for compliance with the policy, rules, regulations, announcements and business changes.
- 2. Anti-Corruption Standards It is part of the business operation and is the responsibility of the Board of Directors, executives, employees and employees at all levels. Suppliers or sub-contractors who will be involved in expressing opinions on the practices in order to achieve anti-corruption operations in accordance with the specified policies.
- 3. The Company develops anti-corruption measures in accordance with relevant laws and moral codes by providing a risk assessment in activities related to or prone to corruption and corruption and using it as a guideline for practice for those involved.
- 4. The Company does not act or encourage bribery for all activities under supervision including control charity donation donations to political parties, giving business gifts and supporting activities. It is transparent and does not intend to convince government or private officials to act inappropriately.
- 5. The Company has set up appropriate internal controls regularly to prevent employee mistreatment especially sales, marketing, procurement.
- 6. The Company provides knowledge on anti-corruption to the Board of Directors. Executives, employees and all employees at all levels to promote honesty and responsible for the performance of duties and responsibilities, including the media to show the commitment.
- 7. The Company provides a transparent and accurate financial reporting mechanism.
- 8. The Company encourages various communication channels so that employees and stakeholders can report suspicious clues by ensuring that whistleblowers are protected without being punished, unfair transfer or harassment in any way including appointing a person to monitor every clue that has been notified.

# **Code of Conduct**

- Conduct business with standards and with good control to the best of our knowledge, with sufficient information and evidence to be cited with caution including complying with the law and strictly related requirements
- Conduct business in a socially responsible manner both legal and ethical with honesty, committed to doing good to individuals, community groups, society and the environment.
- Abide by the terms and conditions with customers fairly, if unable to comply with the terms or conditions must notify customers immediately to find a solution.
- Do not disclose customer information that has been known, due to the nature of business operations, information that is normally reserved and not disclosed unless it is a disclosure in accordance with the law.
- Disclosure of information and information of the service accurately and completely
- Set channel to customers to make complaints about service imperfections.

#### Code of Conduct and Code of Conduct for Executives and Employees

The Company has established the Code of Conduct and Code of Conduct for executives and employees to adhere to as follows:

Management treats shareholders

Executives must perform their duties with honesty and carefully and has a broad vision. Do not seek benefits for yourself and others from corporate information that has not yet been disclosed to the public and do not disclose corporate confidential information to outsiders, including not taking any action which may cause conflicts of interest.

Management treats employees

Management must treat employees fairly, unbiased, support in building the potential for advancement and increase the efficiency of employees as well as encouraging employees to understand the code of conduct that employees must follow. Provide appropriate welfare for employees and treat employees with good faith, listen to your opinions and suggestions rationally.

Management treats customers

Management must treat customers in strict accordance with the business ethical practices set forth by the entity.

Executives to partners

Management must treat business partners fairly. Do not claim or receive any benefits unfairness from partners and if unable to comply with any of the conditions Please notify your business partner in advance to jointly find solutions.

<u>Executives to competitors</u>

Management must treat competitors under the framework of good competition rules and not seek confidential information of competitors by dishonest.

Executives treat society and the environment.

Executives must act or control to ensure compliance with relevant laws and regulations and be socially responsible, including to cooperate, help, support and volunteer to do activities that are beneficial to the community and society.

## Code of Conduct for Employees

- Work with honesty and with perseverance diligent and improve work efficiency.
- Must strictly comply with the rules and regulations of the Company's instruction.
- Be respectful and obey the supervisors who give orders in accordance with the policy, and regulations
- There should be solidarity with each other and generous helping each other, does not cause conflict This will lead to damage to other people and companies.
- Respect the rights and respect each other, avoid taking other people's information or stories both in matters
  related to work and personal matters to be disclosed or criticize in a way that will cause damage both to
  employees and to the Company.
- Avoid accepting any gifts that may make themselves feel uncomfortable in performing duties in the future if unavoidable notify the supervisor immediately.
- Do not use the position or taking advantage of their job duties, seeking benefits for themselves or their associates, or doing business in competition with the company
- Treat customers partners with honesty and with equality
- Maintain the confidentiality of customers, partners and the organization strictly.



- Report the matter to the supervisor without delay, whenever known matters may affect the operations or reputation of the Company.
- Maintain and take care of the benefits and assets of the Company to be in good condition?

## Penalty

In the event that the management and employees behave in a manner that causes a conflict of interest with the Company Consider according to the organizational structure of the company and rules and regulations relating to work, provided that each party shall initially consider and summarize the matter forwarded to high-level commanders and related business lines to judge both specifying the appropriate penalties, if the conflict of interest is severe and causes a lot of damage may not be in the jurisdiction of the agency then bring the matter to the management of the company to consider finding a conclusion and determine the next penalty.

- 1) Verbal admonitions
- 2) Written admonitions.
- 3) Wage cuts
- 4) Suspension of work
- 5) Termination of employment without compensation
- 6) Legal action

# **Risk Management**

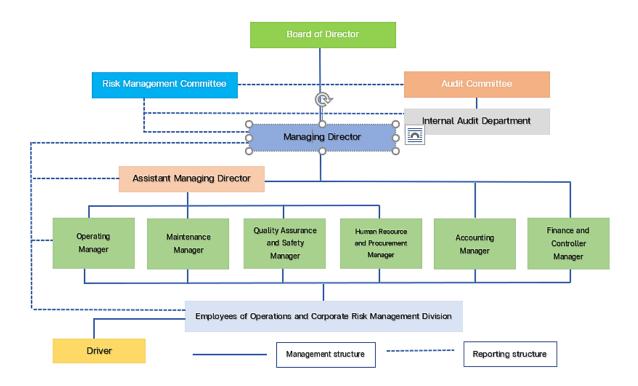
The Company has given importance to Risk Management for the organization to develop and progress steadily and reduce environmental damage and threats that may occur which will affect personnel, assets, business operations including the image of the organization Therefore, the Company has established a policy for executives and employees to be aware of the risks. Cooperation and promotion of risk management system development to be the same standard throughout the organization the risk management process is clearly defined, including the level of risk that the organization can accept and set to be part of the strategic planning action plan and normal activities of all departments there are measures to monitor, assess, risk management, review, improve and continually develop the risk management process. to ensure that such processes and policies are appropriate and responsive to changes in the environment; In doing business that may happen at any time. In addition, the Company has appointed the Risk Management Committee (RMC) to be responsible for managing risks throughout the organization by reporting directly to the Board of Directors as regular.

## Risk Management Policy

Risk Management Committee has given importance to the Company's risk management to be clear and cover the management of the organization to have an overview of efficiency and effectiveness, including linking other management systems systematically throughout the organization by taking into account the achievement of goals according to the vision and strategy of the organization Therefore, the risk management policy has been established as follows:

- 1. The Company has established risk management systems and processes throughout the organization that are in line with the company's strategy and business goals. Provides necessary resource support in various fields in order for the risk management to be able to control or reduce the risk to a reasonably acceptable level
- 2. Risk Management Committee have the authority to set the policy Recommend guidelines for risk management Establish a standard framework and risk management process related to the company's business operations. This includes oversight of the company's core strategy and changing circumstances. as well as consider monitoring and evaluating appropriate and effective risk management results.
- 3. The directors appointed to perform various tasks of the Company has the authority to manage and manage the Company's risks according to the scope of duties and responsibilities defined.
- 4. Executives assigned to be responsible for managing risks at each level in the organization to have as a duty to manage risks with employees at all levels to support risk management. Executives are assigned the duty to monitor and report on risk management results in accordance with the guidelines set by the Risk Management Committee.
- 5. Employees who follow the risk management system set by the company. as well as incorporate the risk management process as part of the operation To create an organizational culture that all executives and employees must adhere to.

## Risk Management Structure



#### Performance

The company has a project to manage risks and crises that bring business benefits (eg. cost reduction, risk reduction, increase revenue growth or other aspects related) by dividing according to the 4 risks as follows:

Strategy Risk

The Company has established strategies to promote education and innovation development to present and meet the needs of customers maintain market share not only that the Company also takes into account the issue of environmental sustainability and operate in accordance with the management policy "Reduce fuel consumption" and apply it to the operation management process and maintenance to reduce costs and expenses.

Operational Risk

The Company has introduced various intelligent technologies apply to increase efficiency, reduce costs and reduce losses in various aspects of the service process by promoting innovation as part of the corporate culture To be in line with the vision and mission of the Company to enhance competitiveness as well as creating sustainable value for the organization and to maintain quality standards The company places importance on controlling, monitoring results, improving and developing both resources and human resources to be able to operate the business with full efficiency to prevent problems that may affect environmental issues and minimizing the potential impact on nearby communities by striving to maintain a good relationship and understanding with the surrounding communities of the Company.

Financial Risk

Under the current market situation, the company has found that although the impact of the COVID-19 epidemic has decreased, and the recovery of the industry has continued. But the economic situation is still in a state that must be monitored. This may affect the financial risk of the company. to cover the risks in this area The Company's executives have reported to the Risk Management Committee. and the Board of Directors for regular acknowledgment. In addition, the Company has carefully planned financial and investment plans.

Compliance Risk

The Company realizes the importance of complying with laws, rules and regulations related to all operational processes, including safety, occupational health and environment; labor; information disclosure, corruption as well as various standards necessary and relevant to business operations from past operations. The company has never violated any laws or regulations.



# Risk Assessment Results According to the Enterprise Risk Register 2022

ATP30 risk register as of January 2022					Low = 1	I-2 M	edium = 3-	4 High	High = 5-9	
number	type number risk	Topics list of important risks			ry assessme is of Jan. 202		preliminary assessment results as of Jan. 2023			
				Орр.	Affect	Score	Орр.	Affect	Score	
1	Strategic	SR1 Risk from technology that completely replaces the original (Disruptive technology)		2	2	4	1	1	1	
2	Strategic	SR2 international political issues Affecting the start of using E bus		1	2	2	1	1	1	
3	Operational	OR1 The risk of a shortage of personnel ready to support the transition to the digital age Reduced competitiveness and inability to maintain service quality standards		2	2	4	1	2	2	
4	Operational	OR2 Road accidents tend to increase.		2	2	4	2	2	4	
5	Financial	FR1 an increase in the inflation rate cause higher costs may affect the cash flow of the company		2	1	2	2	2	4	
6	Compliance	CR1 The risk of wrongdoing Personal Data Protection Act ( PDPA)		2	3	6	2	2	4	
7	Reputation	RR1 Dissemination of accident clips on social media		2	2	4	1	2	2	
8	Emerging	ER1 Uncertainties in International Politics and war		-	-	-	2	2	4	

# **Emerging Risk Management Guidelines**

To understand the dimensions of major changes related to the business sector and the Thai economy. Including adjustments for the business sector and the public sector amid the transition to the new world. By having to understand whether the impact is a short-term or long-term change. In order to properly prepare for changes related to the Thai economy, there are at least 4 important issues: 1) rapid changes in technology 2) automation and robotics to replace people in the supply chain. 3) Global warming 4) Population change By stepping into an aging society (hyper-aged society), the changes mentioned above However, the Risk Management Department has taken such risks that may affect the business operations into consideration in order to prioritize risk management. to increase the efficiency of risk management of the company

# **Security Management System**

## นโยบายความปลอดภัยด้านจราจรทางถนน

#### ISO 39001:2012

บริษัท เอทีตี 30 จำกัด (มหาชน) เดินชื่อ บริษัท อมตะทรานสปอร์ต 30 จำกัด ก่อตั้งเมื่อวันที่ 20 คุลาคม 2548 โดยปัจจุบันที่ทุนจดทะเบียน (จำระแล้ว) 110 ล้านบาท และได้รับการอนุญาดให้เป็นบริษัท จดทะเบียนในคลาด หลักทรัพย์ประเทศไทย (MAI) เมื่อวันที่ 27 สิงหาคม 2558 บริษัทฯ ได้รับอนุญาดจากกรมการขนส่งทางบก ให้เป็น ผู้ให้บริการรถรับ-ส่งบุคคล ไม่ประจำทางตามใบอนุญาดเลขที่ 70/2548 โดยคำเนินธุรกิจขนส่งบุคลากรให้กับถูกล้า ในพื้นที่ภาคละรับออก และอื่นๆทั่วประเทศไทย

ทั้งนี้ บริบัท เอทีพี 30 จำกัด (มหาชน) ได้ทำการปรับปรุงและพัฒนาคูณภาพการทำงานอย่างต่อเนื่อง โดยได้มีความมุ่งมั่นในการจัดทำระบบบริหารการจัดการการจราจรบนท้องถนนโดยขีดหลักความพึงพอใจ ของลูกค้ำเป็นสำกัญ และยึดมั่นกับนโยบายในการให้บริการดังนี้ Safety, Reliability and Comfort โดยได้มีการ ถ้าหนดกรอบการทำงานดังนี้

- บริษัทมุ่งมั่นที่จะปฏิบัติตามพันธะสัญญาและปฏิบัติตามข้อกำหนดต่างๆที่ทางองค์กรเกี่ยวข้อง
- บริบัทมุ่งเน้น มาตรฐานตัวรถ, มาตรฐานพนักงานขับรถ, มาตรฐานการควบอุบการเดินรถ, มาตรฐาน การช่อมบำรุง เพื่อลดการบาดเจ็บ และการสูญเสียที่จะเกิดจากอุบัติเหตุบนท้องถนน
- บริษัทมุ่งเน้นที่จะนำกิจกรรมที่อาจก่อให้เกิดอันตรายบนท้องถนนมาวางแผนเพื่อลดหรือขจัดความเสี่ยง ที่เกี่ยวข้องด้านความปลอดภัยการจราจรบนท้องถนน ให้อยู่ในระดับที่ยอมรับได้ และปรับปรุงพัฒนา อย่างต่อเนื่อง

ประกาศ ณ วันที่ 4 สิงหาคม 2560

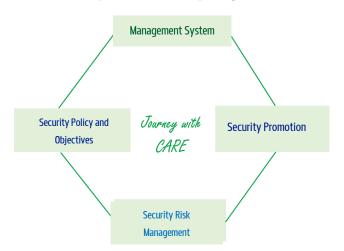
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นาย ปียะ เตชากูล

กรรมการผู้จัดการ

บริษัท เอทีพี 30 จำกัด (มหาชน)

# Scope of work for security management



## Safety Purpose

- Operate and provide services with the highest safety standards under the law, regulations. and safety standards of the Company.
- Prepare environment place of work as well as operating processes to be safe.
- Prepare, support, and provide the resources needed to manage security.
- Continuous improvement and development both self-development and operational skills.
- Create a safety culture within the organization together by starting from personal behavior to cause safety awareness.



# Eliminating Security Risks

· Hazard identification: To identify and identify the nature, procedure, cause and component of

the conditions causing the accident and collect data be analyzed and published

the results of the conditions causing the accident systematically.

Assess and mitigate risks.: The information is used to assess whether the risks are within acceptable limits

if in the criteria unacceptable be analyzed to determine preventive measures or

reduce the risk further.

## Safety Supporting

Safety Training: To provide employees with knowledge and expertise to work safely.

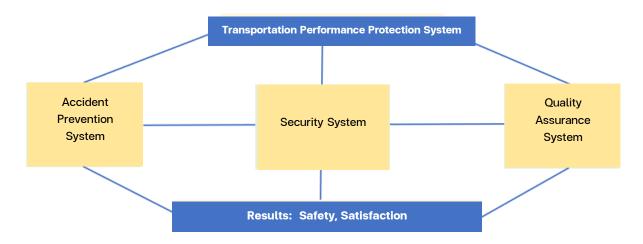
Communication and Public Relations: Organize activities to communicate and disseminate knowledge,

understanding and focus on safety to encourage to be aware of

safety.

## Safety activities

- DDT Course
- Gold bonus event for the project "Keeping Good Cars, Driving Safely (12 Yim)
- Safety Day event



## Performance Protection System

Accident Prevention System: Prevent accidents and control the conditions that cause accidents.

Security system : Prevent illegal acts and disturb passengers.

Quality Assurance System: Delivering confidence in using the service to passengers and coordinators.

# Quality Assurance

The Company focuses on compliance with the established regulations in order to meet efficiency and expectations of the service recipient and can control undesirable behaviors that may pose a risk of harm.

## Security Assurance Process

The Company promotes quality assurance to analyze, control, monitor and manage audits to ensure that the performance meets the specified criteria

Focus on quality before service as follows;

- 1) Resource Monitor
- 2) Personnel Competency Auditing and Testing
- 3) Compliance Audit

Security Management and Security Assurance

- Regulatory Compliance
- Identify operational needs, improve and correct hazardous areas. and security system including management when there is a change that affects the performance.



## Occupational health and safety goals

The Company is not only concerned with occupational safety and health and employee environment but also to contractors and partners by the Company is determined to achieve the goal of "zero time loss injury rate", which is a measure of efficiency in operating the occupational health and safety of employees in the organization. It is also used as an indicator of the Company's performance.

From the data collection as of December 31, 2022, it was not found that the Company had accidents and deaths from work or accidents and injuries from work to the point of leaving work.

## Occupational health and safety risk assessment and hazard identification procedures

The Company is aware of the dangers in every step of the work of employees. Therefore, hazard identification and assessment of occupational health and safety risks have been carried out by analyzing work for safety Consider all activities and tasks, break down tasks into sub-steps. Then identify the hazards and consequences. The Company has compiled occupational health and safety risks in order to find guidelines and develop a preventive and mitigation plan to mitigate potential risks.

In the event that there is a change in activities Nature of work or work process The company takes action to prevent and reduce occupational risks health and safety and present a control or risk reduction plan to the management. for approval in the preparation of risk control plans. In addition, the company also organizes projects on occupational health and safety.

# **Human Resource Management**

As of December 31, 2022, the Company has a total of 637 employees, which can be divided according to the nature of work as follows:



## Personal Development

- 1. Training: The Company has established standard courses for all employees and drivers must be trained as follows:
  - Orientation: Training for all employees before starting work by Human Resources Officers Training topics include Work rules and regulations, disciplinary action and penalties, grievances and termination of employment and compensation.
  - Basic Safety Course: Training for all employees by a professional safety officer (Professional Safety Officer)
  - Road Safety Management System Standard Awareness Course (Basic ISO 39001 Awareness): Training for all employees by Quality Assurance officer.
  - Defensive driving technique course: the Company cooperated with Safety and Health at Work Promotion Association Thailand to conduct theoretical and practical training of the Company's drivers on defensive driving techniques and the participants pass the assessment, the driver will be certified.
  - The Service mind for professional driver technique course is to develop service attitude and create awareness of responsibility towards passengers and passengers.
- 2. Follow-up after training:
  - The Company has established procedures for following up on the code of conduct for all employees and drivers. Follow-up results found that "No violators"
  - The Company has trained its operating officers for monitoring and evaluation. The driving behavior
    of drivers continues to encourage drivers to apply preventive driving knowledge to apply in their
    daily driving.

## **Employee Compensation and Welfare Policy**

The Company has a policy to pay compensation to employees by taking into account the suitability, fairness based on knowledge, abilities, and performance of each employee and consistent with the same industry average. Including both short-term and long-term employee compensation must be suitable for business expansion. and the growth of the company

monetary compensation

such salary, including other income such as bonuses, provident funds the Company has established a provident fund for employees of the Company applying to be a member of the fund the Company has appointed "Kasikorn Asset Management Co., Ltd." is the fund manager. The Company will pay contributions into the fund at the rate of 4 % of the employee's salary by employees to pay the accumulated at a rate of 4 % of salary. In addition, the Company provides various benefits to employees as required by law and provide additional welfare such as form kits, life insurance and group accidents including annual health checks

The principle of performance evaluation for employees, the company had to find a way to measure results in various dimensions to be able to evaluate the work as close to reality as possible. This will benefit the employees and also benefit the organization as follows:

- Measured according to performance goals

  Performance evaluation every 6 months to assess the success of the goal is to approach the goal. both in terms of quantity and quality.
- Measured by performance in accordance with Job Description Form

  Measure the behavior of employees according to the roles of employees in each position that have been defined, such as cooperation reliability, decision-making.
- Measured by employees rating their job satisfaction.

  Employees who are satisfied with their jobs are an indicator of whether employees are likely to leave in the near future.
- Measured by team performance

  Measure overall team performance and individual contributions will help determine

  whether are team members or need to redeploy the team to motivate them to work more

  efficiently.
- Measured by lack of donkeys coming late
  Employees are absent, often late to the point of affecting the work, must take into account the necessity should not look at the number of days.

#### **Talent Retention**

The Company is aware of the incentives which is the power within the person that drives certain behaviors, it is also what determines the direction or goal of that behavior to motivate influences productivity. Therefore, the Company need to understand which motivates their employees for their best and effectively.

The Company has established methods for motivating employees as follows:

- Building a good relationship within the organization
- Creating a good working atmosphere
- Reward
- Promotion of personnel development

# Policy on succession

The Company places importance on the selection of personnel for the succession of positions at all important levels in a transparent manner and fairness to ensure that the Company's business operations will be continuity in management and able to support the expansion of business base and customer groups in a timely manner which the Nomination Committee will supervise and push for the preparation and review of the succession plan for the board of directors and job titles that are "Key Jobs", which are important to the Company's business operations, including Senior Management or Managing Director Positions that are important in the management structure Specialized skilled positions offer in-depth expertise and are difficult to replace.

#### Guidelines

- Assessing the situation in business.
- Readiness of personnel according to the Company's strategy for both short-term and long-term
- Develop a plan for recruiting and selecting qualified personnel with knowledge, ability and expertise.
   including having sufficient leadership skills.
- Prepare and develop in all relevant areas This is in accordance with the human resource development plan (potential) according to the position.
- Assess the potential in a timely manner to see that it can actually perform its duties as expected, leads to drive the organization to achieve the organization's objectives.
- Propose to the Board of Directors for further consideration, approval, and/or acknowledgment, including reporting the results of operations to the Board of Directors at least once a year.

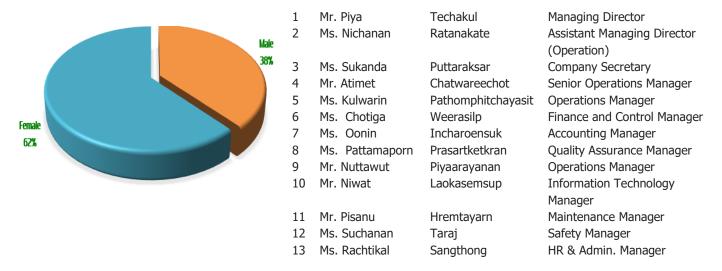
## Principles of action when senior management positions are vacant

When the position of Senior Management or Managing Director is vacant or the person in the position is unable to perform the duties, the Company set a system for executives at the level nearby or a deputy to be acting in the position until the recruiting and selection of qualified persons according to the criteria specified by the Company and must be a visionary, knowledge, and experience is appropriate to the corporate culture. Those who have the aforementioned qualifications have been nominated and considered suitability by the Nomination Committee to propose to the Board of Directors for consideration and approval to appoint suitable persons to replace.

# **Human Rights Management**

The Company places importance on respecting the human rights of employees and raising human rights awareness through training in various forms to create equal opportunities without discrimination also focuses on providing fair benefits and benefits to employees in all forms, both in terms of welfare and health care which can follow the measurement of the proportion of female executives in the organization according to the details as follows;

## Executive



## **Complaint Handling Process**

The company has established a complaint channel. and effective complaint handling processes Including notifying the results of the complaint resolution to the complainant.

Contact

ATP 30 Public Company Limited
9/30 Village No. 9, Bang Nang Subdistrict, Phan Thong District, Chonburi Province 20160
Phone: 66 (0) 38 468 788 Fax: 66 (0) 38 468 788
Email info@atp 30 group.com

## Human Rights Risk Assessment

The Company determines the human rights risk assessment criteria by considering 2 factors, namely the likelihood of occurrence and the impact of the human rights risk assessment result. The Company has established measures to control and mitigate the impacts that may occur after formulating guidelines for preventing and correcting human rights in business operations to ensure that human rights management is effective in controlling impacts throughout the value chain to support human rights complaints.

The Company has channels to receive and manage complaints for all groups of stakeholders both internal channels for employees and channels for third parties such as company websites, telephone calls, faxes and mails, etc.

In 2022 , there were no complaints arising from human rights violations in all issues.

or practices that are inconsistent with human rights law

# Attachment 7

# Other Document



#### Attachment 5

## The Company's Article of Association 28, 37, 38

## Article 28 Original

In regard to the Board of Directors Meeting, the Chairman or the person assigned may send the notice\_to set the meeting to the directors not less than seven (7) days prior to the meeting date, except in case of urgent necessity to protect the rights and benefits of the Company. will notify the meeting by other means and set the meeting date earlier than that

The two (2) or more directors may request to call a meeting of the Board of Directors. In this case, the Chairman of the Board shall set the date and call for the meeting within fourteen (14) days from the date of receipt of the request.

## Article 37 Original

In regard to calling the Shareholders' Meeting, the Board of Directors shall prepare a notice to contain information regarding the venue, date, agenda, and matters to be presented to the meeting together with adequate details. It clearly states that the matter will be proposed for acknowledgment, approval, or consideration, as the case may be, including the opinion of the Board of Directors on such matter and send it to the shareholders and the registrar not less than seven (7) days prior to the meeting date. In this regard, the notice of the meeting shall be advertised in a newspaper at least three (3) days prior to the meeting date for a period of not less than three (3) consecutive days.

In regard to hold shareholder meeting via electronic, the notices and documents can be sent via electronic mail, which must be delivered in a timely and advertised in newspapers within the period specified in the first paragraph. Copies of the meeting invitation letter and supporting documents must also be kept as evidence, which may also be stored in electronic form.

#### Article 28 Edit

In regard to the Board of Directors Meeting, the
Chairman or the person assigned may send the notice or
document via electronic means to set the meeting to the
directors not less than seven (7) days prior to the
meeting date, except in case of urgent necessity to
protect the rights and benefits of the Company. will notify
the meeting by other means and set the meeting date
earlier than that

The two (2) or more directors may request to call a meeting of the Board of Directors. In this case, the Chairman of the Board shall set the date and call for the meeting within fourteen (14) days from the date of receipt of the request.

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## Article 38 Original

In regard to Shareholders' Meeting whether meeting in the same meeting venue or meeting via electronic media.

There must be shareholders and shareholders' proxies (if any) attending the meeting not less than twenty-five (25) persons or not less than half of the total number of shareholders and must hold shares amounting to not less than one-third (1/3) of the total number of shares sold to constitute a quorum.

In the event that any shareholder meeting one (1) hour has passed since the appointed time, the number of shareholders attending the meeting is inadequate to constitute a quorum as specified in the first paragraph. If the shareholders' meeting was required, the meeting be suspended. If the meeting of shareholders was not required, arrange a new meeting and in this case, the notice to call the meeting to shareholders not less than seven (7) days prior to the meeting date. In the latter meeting, it is not mandatory that a quorum be formed.

## Article 38 Edit

In regard to Shareholders' Meeting whether meeting in the same meeting venue or meeting via electronic media. There must be shareholders and shareholders' proxies, a proxy form can be sent via electronic means in this regard, Proxies for shareholders meeting can be given via reliable and safe electronic means, using a method that is safe and reliable that the proxy has been made by shareholders (if any) attending the meeting not less than twenty-five (25) persons or not less than half of the total number of shareholders and must hold shares amounting to not less than one-third (1/3) of the total number of shares sold to constitute a quorum. In the event that any shareholder meeting one (1) hour has passed since the appointed time, the number of shareholders attending the meeting is inadequate to constitute a quorum as specified in the first paragraph. If the shareholders' meeting was required, the meeting be suspended. If the meeting of shareholders was not required, arrange a new meeting and in this case, the notice or document via electronic means to call the meeting to shareholders not less than seven (7) days prior to the meeting date. In the latter meeting, it is not mandatory that a quorum be formed.