

Document Title : Human Rights Policy

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Document Number : AWC/CST/AWCENTER/2023/Policy00004

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Date : 02 August 2024

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Management Policy (PCM-M)

Human Rights Policy

Document Title (ชื่อเอกสาร): Human Rights Policy	Document Number (เลขที่เอกสาร): AWC/CST/AWCENTER/2023/Policy00004	Pages (จำนวนหน้า): 10
Document Classification (ลำดับชั้นความลับของเอกสาร): <input type="checkbox"/> Type 1: Top Secret Document (ประเภทที่ 1 เอกสารลับที่สุด) <input type="checkbox"/> Type 2: Confidential Document (ประเภทที่ 2 เอกสารลับ) <input type="checkbox"/> Type 3: Internal Document (ประเภทที่ 3 เอกสารภายใน) <input checked="" type="checkbox"/> Type 4: General Document (ประเภทที่ 4 เอกสารทั่วไป)	Prepared By (จัดทำโดย): Organization Development	
Purpose (วัตถุประสงค์): To protect and promote the fundamental rights and freedoms of individuals, ensuring their dignity, equality, and well-being. This is through the establishment of principles for safeguarding the inherent rights of all individuals within their jurisdiction or influence.	Department/ Division (ฝ่าย/สายงาน): Human Resources	
	Date (วันที่): 02 August 2024	
	Effective Date (วันที่เริ่มบังคับใช้): 02 August 2024	

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The relevant functions whose roles and responsibilities are stated, shall revise the document when there are relevant changes to ensure the effectiveness of the operations
(หน่วยงานที่เกี่ยวข้องตามบทบาทหน้าที่ความรับผิดชอบดังระบุในเอกสารนี้ มีหน้าที่ทบทวนเอกสารตามวาระหรือเมื่อมีการเปลี่ยนแปลงที่เกี่ยวข้องเพื่อให้สอดคล้องกับการปฏิบัติงาน)

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Version History (ประวัติเอกสาร)

Version (ทบทวนครั้งที่)	Revision Date (วันที่ทบทวน)	Description of Change (รายละเอียด)	Author (ผู้จัดทำ)
Rev.00	29 June 2022	- New Document first issued	Organization Development
Rev.01	13 July 2023	- Reviewed and revised to align the policy with international recognized standards and practices	Khun Kuanruthai Siripatthanakosol (Head of Sustainability and Community Value)
Rev.02	02 August 2024	- Reviewed and revised policy content to align with international recognized standards and practices	Khun Kunchuda Disyabutra (Head of Sustainability and Community Value)

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Reference Document (เอกสารอ้างอิง)

1. Reference Document (เอกสารอ้างอิง)

Number (ลำดับ)	Document code (เลขที่เอกสาร)	Document title (ชื่อเอกสาร)
1		
2		
3		

Human Rights Policy

2. Policy Purpose and Objective (วัตถุประสงค์ และขอบเขตของนโยบาย)

Asset World Corp Public Company Limited (Company) is committed to operating the business to create sustainable values for all stakeholders, while recognizing the human rights for all in its own operations and throughout the supply chain. The Company adopts the Human Rights Policy in line with relevant national laws and international standards, which include the Universal Declaration of Human Rights, the International Labour Organization's (ILO) Declaration on Fundamental Principles and Rights at Work, the United Nations Guiding Principles on Business and Human Rights, and the United Nations Global Compact.

2.1. Policy Purpose (วัตถุประสงค์ของนโยบาย)

2.1.1 Define the Human Rights principles and practices for employees and stakeholders to comply with.

2.1.2 Ensure that the Company stands ready to provide just and fair treatment and create an inclusive society where all individuals are treated with dignity and respect.

2.1.3 Avoid any act considered an infringement of human rights and promptly respect and protect the human rights of all.

2.1.4 Embed the Human Rights Policy and Human Rights Due Diligence Program in its own operations, including both existing and new business operations and throughout the supply chain.

2.2. Policy Scope (ขอบเขตของนโยบาย)

This policy is applicable to protect all people in AWC's own operations whether they are our employees, partners including joint venture and consortia partners, customers, local communities, and anyone who works for the Company's suppliers or business partners throughout the supply chain.

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3. Roles, Duties and Responsibilities (บทบาท หน้าที่ และความรับผิดชอบ)

Number (ลำดับ)	Responsible person/department/division (บุคคล ฝ่าย สายงานที่รับผิดชอบ)	Roles, Duties and Responsibilities (บทบาท หน้าที่ และความรับผิดชอบ)	Key Result (ผลลัพธ์ที่สำคัญ)
1	Human Resources Department	<ul style="list-style-type: none"> - Prepare and review to ensure the policy is up to date at least once a year or following any implied incidents or changes that are significant to the Company. - Communicate with all employees in the organization to promote the policy and increase awareness (include trainings; Human rights issues such as discrimination and harassment in the workplace) of the stakeholders who would act upon the principles stated. - Coordinate and support the implementation of the policy. - Control, monitor, supervise on human rights related issues. 	<ul style="list-style-type: none"> - To create a society where human rights are respected, protected, and enjoyed by all individuals without discrimination.
2.	All Employees	<ul style="list-style-type: none"> - Operate in accordance with the principles stated in the policy 	
3.	AWC Board of Directors, AWC Chief Executive Officer and President, Chiefs of Business Units and Functions, and AWC People Managers	<ul style="list-style-type: none"> - Govern the policy and ensure that all units of the businesses are informed and aware of their responsibility with respect to human rights. 	
4.	Risk Management, Compliance, Internal Audit, and Transformation Excellence	Co-evaluate and investigate the human rights related cases ending on the Level of Impact according to the MOA)	<ul style="list-style-type: none"> - Ensure human rights cases are investigated with mitigation and remediation plans/actions.

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4. Definition (คำจำกัดความ)

Term (คำศัพท์)	Definition (คำจำกัดความ)
Human Rights	Rights inherent to all human beings, regardless of race, sex, nationality, ethnicity, language, religion, or any other status. Human rights include the right to life and liberty, freedom from slavery and torture, freedom of opinion and expression, the right to work and education, and many more. Everyone is entitled to these rights, without discrimination
Forced Labor	All work or service which is exacted from any person under the threat of the penalty and for which the person has not offered himself or herself voluntarily
Human Trafficking	The recruitment, transportation, transfer, harbouring or receipt of persons, by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation.
Modern Slavery	The condition when an individual is exploited by others for personal or commercial gain. Whether tricked, coerced, or forced, such individual loses one's control. Modern slavery includes but is not limited to human trafficking, forced labour and debt bondage
Discrimination	Any distinction, exclusion, or preference made on the basis of race, colour, sex, religion, political opinion, national extraction or social origin, and disability for instance which has the effect of nullifying or impairing equality of opportunity or treatment in the employment or occupation.
Diversity and Inclusion	The framework that all people should have equal rights and treatment and be welcomed and included, so that they do not experience any disadvantage because of the differences in culture, belief, language, nationality, identify and any other status
Violence and Harassment	A range of unacceptable behaviours and practices, or threats thereof, whether a single occurrence or repeated, that aim at, result in, or are likely to result in physical, psychological, sexual, or economic harm, and includes gender-based violence and harassment;
Freedom of Association	The right of a person to freely organize, join and participate in groups either formally or informally with other people, for example, a welfare committee or trade union
Collective Bargaining	All negotiations which take place between an employer, a group of employers or one or more employers' organizations, on the one hand, and one or more workers' organizations, on the other, to determine working conditions and terms of employment and/or, regulate relationships between workers and employers or amongst their representative groups.

5. Principles (หลักปฏิบัติด้านสิทธิมนุษยชน)

AWC proactively champions upholding, at the minimum, the following inherent human rights and labor rights:

5.1 Protect rights to life, liberty, and security.

5.2 Abolish the use of child labor, all forms of forced labor, human trafficking, and modern-day slavery in its own operations and throughout the supply chain.

5.3 Eliminate discrimination in employment or occupation while strongly advancing diversity, equity, and inclusion, including equal remuneration for work of equal value.

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5.4 End all forms of violence and sexual and non-sexual harassment (Zero tolerance) at work.

5.5 Promote freedom of association and the right to collective bargaining.

5.6 Promote a safe and healthy working environment.

5.7 Ensure decent employment and fair recruitment with fair wages, benefits, and welfare for a decent living for employees and their families.

5.8 Respect the right to privacy.

5.9 Respect community rights and human rights of people in communities, in terms of their quality of life, health and safety, and access to land and natural resources while ensuring community engagement.

6. Policy Implementation and Authority (การดำเนินนโยบายและอำนาจอนุมัติ)

6.1. MOA and Responsible Committee/Functions and their responsibilities (อำนาจอนุมัติและผู้มีหน้าที่รับผิดชอบ)

Refer to Sub-delegation Manual of Authority (MOA) document number SPD-MOA001, Rev 01 which specifies the documents according to the topics below about policy development and Company regulations.

Management Policy

Authorized Item / Account (THB) รายการ / มูลค่าที่อนุมัติได้ (บาท)	Submitted by	Supported by	Approved by
All	Head of Division	Relevant Chief	CEO & President / MCOM

6.2. Frequency of policy revision (การทบทวน)

This policy shall be reviewed or amended on an annual basis or following any implied incident or changes that are significant to the Company.

6.3. Steps/Processes That Relate to the Policy (กระบวนการที่เกี่ยวข้อง)

6.3.1 Everyone in the Company is responsible with respect to human rights and must act as whistleblowers if any inappropriate conduct or behavior against others occurs. It must be reported to HRBP for disciplinary action.

6.3.2 The person who has had their human rights violated must be protected by the AWC Business Code of Conduct. He/she can seek assistance from their direct People Manager, HRPB or report through the whistleblowing mechanism. The information and identity of the complainant will be fully protected and kept confidential.

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6.3.3 A human rights related case investigation will be organized formally or informally by the People Manager, HRBP, Risk Management Representative, and related parties, depending upon the circumstances.

6.3.4 Upon the final investigation of the human rights related case, the accused (if guilty) shall be penalized according to the Company's disciplinary procedures or the law.

6.3.5 The Company is to communicate and provide training to promote the use of the Human Rights Policy and non-discrimination and harassment practices in the workplace to all AWC employees as well as suppliers, business partners and the persons of concern.

7. Appendix (ภาคผนวก)

n/a