



CORPORATE AND ASSETS RESPONSIBILITY POLICY

EUROASIA TOTAL LOGISTICS PUBLIC COMPANY LIMITED

REVISION 3

EFFECTIVE DATE 20 FEBRUARY 2025



Preparation and Approval History

Document No.	Editor/Controller	Reviewer	Approver
CP-BOD-021-02	Managing Director	Chief Executive Officer	Board of Directors
	3 January 2025	30 January 2025	20 February 2025

Revision History

Revision	Revision Date	Effective Date	Revision details
1	10 October 2021	9 November 2021	First issue
2	10 June 2022	6 August 2022	Revise company name after conversion to public limited company
3	3 January 2025	20 February 2025	Annual review

Note: To add or cancel any document, proceed according to the acts set out in the Approval and Implementation Authority.

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Corporate and Assets Responsibility Policy

1. Protection of Assets of the Company and its Subsidiaries

Euroasia Total Logistics Public Company Limited and its subsidiaries encourage the management team and employees to use resources and assets of the Company and its subsidiaries as efficiently as possible to increase competitiveness and provide good services to customers by defining a guideline for the management team as follows:

- (1) Must use assets and resources of the Company and its subsidiaries economically and for maximum benefit.
- (2) Must help each other to prevent any assets of the Company and its subsidiaries from being wrongfully depreciated or lost.

2. Documentation

- (1) Documents must be prepared with honesty and prudence and in accordance with the prescribed standards.
- (2) Letters, reports or documents of the Company and its subsidiaries are prohibited from forgery.

3. Use of Computers

- (1) Computers, information technology and various information used in performing the work are considered as the property of the Company and its subsidiaries. The management team and employees should not use computers and information technology for personal benefits.
- (2) The management team and employees are prohibited from revealing the password used to access the information systems of the company and its subsidiaries to others.
- (3) The management team and employees are prohibited from disclosing information contained in the information systems of the Company and its subsidiaries or information purchased by the Company and its subsidiaries without permission.
- (4) The management team and employees are prohibited from altering, copying, deleting or destroying the information of the Company and its subsidiaries without permission.
- (5) The management team and employees are prohibited from using illegal software and copying licensed software for any reason without the permission of the software manufacturer.
- (6) The management team and employees are prohibited from adjusting hardware devices or installing any equipment other than the standard equipment installed by the Company and its subsidiaries.

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(7) The management team and employees are prohibited from using e-mails of the Company and its subsidiaries to forward defamatory, derogatory or vulgar, obscene, threatening, harassing or annoying messages to others.

(8) The management team and employees should use the internet to seek information and knowledge beneficial to the work and must avoid websites that are illegal or infringing on good morals.

(9) The management team and employees should use other communication devices provided by the Company and its subsidiaries, such as telephones, faxes, and mobile phones with conscience and responsibility with awareness of the interests of the Company and its subsidiaries primarily.

4. Giving and Receiving Bribes

(1) The management team and employees are prohibited from demanding or receiving any benefits from business partners, contractors, suppliers, consultants, and those with whom the Company and its subsidiaries do business.

(2) The management team and employees are prohibited from offering any benefit to government officials, customers, or any other third parties to induce mistreatment.

5. Business Gifts and Entertainment

(1) The management team and employees should avoid giving or receiving any gifts from business partners or those with whom the Company and its subsidiaries do business, except for festivals at a reasonable value and no involvement with a business commitment.

(2) The management team and employees should avoid giving or receiving entertainment in an uncommon manner from persons that the Company and its subsidiaries do business with.

6. Comments and Interviews to the Press

The Company and its subsidiaries designate the Chief Executive Officer or Managing Director or Chief Financial Officer as the authorities to give an interview or answer the questions of shareholders, investors, the media, and third parties.



This Corporate and Assets Responsibility Policy was considered and approved at the Board of Directors' Meeting No. 2/2025 on February 20, 2025. It shall be effective from February 20, 2025 onwards.

Note: This English translation is for reference purposes only. In the event of any discrepancy between the Thai original Corporate and Assets Responsibility Policy and this English translation, the Thai original shall prevail.

Mr. Komol Rungruangyot

Chairman of Board of Directors

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