

Whistleblower Policy

**Wyncoast Industrial Park Public Company Limited
and subsidiary**

Whistleblower Policy

Wyncoast Industrial Park Public Company Limited

Characteristic of rightful complainant

1. Anyone who has seen or acknowledged the acting of director, executive, employee and staff of Wyncoast Industrial Park Public Company Limited and its subsidiaries (“the Company”) of dishonesty, taking advantage, action that violate law, rules, regulations of the Company and its subsidiaries or the business ethics of the Company and its subsidiaries.
2. Anyone who has not received fairness and has been bullied, intimidated, or discriminated against by unlawful.

Complaint recipient

1. Internal Audit Department (E-mail:internalaudit@wyncoast.com)
2. Company Secretary (E-mail:corporatesecretary@wyncoast.com)
3. Audit and Risk Management Committee (E-mail:auditcom@wyncoast.com)

How to file a complaint?

The person who has right to make a complaint, can file a complaint with any complaint in recipients list by the following methods:

1. Complaint via the E-mail Address of the complainant.
2. Complaint in written letter to the recipient of the complaint.
Wyncoast Industrial Park Public Company Limited
Contact address: 105 Moo 3 Bangna-Trad Road Km.52
Tambon Tha Kham, Amphoe Bang Prakong
Chachoengsao Province 24130
Telephone 038-573-162-3
3. In case of the complainant has intent not to disclose his/her identity therefore the complainant must specify factual details or evidence that suffice to clarify its reasonable grounds to believe that there is corruption or obscuring benefits or violation of the law, rules, regulations of the Company and its subsidiaries or unethical in operating business of the Company and its subsidiaries.

In addition, all complaints will be treated as highly confidential and complaint could be file more than one way and it is not necessary to disclose the identity of the complainant. However, if the complainant disclose himself/herself, the Company will be able to notify the result of the action or additional details on the complaint.

Fact proofing procedure

1. Complain recipients will send the complaint to the investigation committee which consists of Head of Internal audit, personal manager and Company's lawyer.
2. The investigation committee will conduct investigation, fact gathering or may assign individual or the appropriate agency as an investigator.
3. The investigation committee or assigned delegates can invite any employee to provide information or request any related documents for the investigation.
4. If the complaint has been verified as truth, the investigation committee will report the result with opinion and determine equitable and proper course of action to the authorized person to proceed as follows:
 - In the case that the complaint is a dishonest act or exploit benefits, shall submit the matter with opinion and operating guidelines to Internal Audit Department for consideration and take action.
 - In case the complaint is an illegal act, shall submit the matter with opinion and operating guidelines to the Company's legal officers for consideration.
 - In case that complaint is a violation of the rules, regulations or the code of conduct of the Company and its subsidiaries, shall submit the matter with opinions and operating guidelines to Chief Operating Officer to consider and take action.
 - In the case of important matters that affect reputation, image or the financial status of the Company and its subsidiaries, or contrary to the Company and its subsidiaries policies or related to senior executive etc., shall submit the matter to the Audit Committee or the Board of Directors for consideration.
 - In case the complaint causes damage to any person, shall offer appropriate and equitable compensation methods to victim.

Protection for Complainants

1. The complainant is able to choose to remain anonymous. If he/she believes the disclosure may cause damage to him/herself but must provide detailed facts or evidence that is clear enough to present there is reasonable ground to believe that corruption has been committed or obscuring benefits or violates the law, rules, regulations of the Company and its subsidiaries or the business ethics of the Company and its subsidiaries.
2. Related information will be confidentially kept and disclose it when necessary by priority regarding to the safety of the complainant, data source or related persons. Accordingly, a responsible person of every process must keep information to the highest order of confidentiality and not disclose to others. If one failure to comply, it is considered as a disciplinary offense.
3. In the case that the complainant concerns that it might not be safe, complainant could request the Company to determine appropriate protection measurement or the Company may provide protection measurement without the complainant's requested if the situation has been escalated to damage or unsafe.

4. Person who has been suffered from damage, will be compensated by proper and equitable procedure.

Announced on 20 January B.E. 2022



Mr. Jak Chamikorn
Chairman of the Board
Wyncoast Industrial Park Public Company Limited

*This Whistleblowing Policy
was approved by the Board of Directors Meeting No. 1/2022 on January 20, 2022.*