

## Directors, Executives and Employees Code of Conduct

The Code of Conduct provides good practices for the Company's personnel to apply to their jobs so that business execution may prove transparent, moral, and ethical, with due regard for all stakeholders.

### Directors and Executives Code of Conduct

1. Perform duties in accordance with laws, regulations, and relevant policies.
2. Perform duties with honesty, due care, prudence, and ethics taking into account the maximum benefits of the Company and relevant stakeholders.
3. Act as a role model for employees by conforming to the Company's Corporate Governance Policy and Business Code of Conduct.
4. Uphold and oversee to ensure transparency of business conduct and zero corruption.
5. Devote time to perform duties with the utmost knowledge and ability.
6. Avoid any conduct that may lead to conflict of interest with the Company, either directly or indirectly
7. Do not use your own authority to reap personal benefits.
8. Maintain one's dignity so as to be respectable in society; behave properly according to one's role, duty and situation, be a role model for subordinates.
9. Treat others with politeness and kindness, respect the rights and dignity of others, honor others.
10. Treat all subordinates at all levels equitably and fairly. Provide advice and listen to subordinates' opinions with reason and without prejudice.
11. Keep confidential information of the Company and stakeholders through measures against leaks to unrelated person even after ending employment with the Company, except in compliance with the law or under commitment.
12. Refrain from exploiting data derived from performing duties for undue personal or others' gains, including refrain from taking unfair actions concerning the trading of the Company's securities.

## Employees Code of Conduct

1. Perform duties in accordance with laws, regulations, and relevant policies
2. Adhere to honesty, transparency, and ethics in performing duties, and free of corruption.
3. Perform duties with a sense of accountability, caution, attention, and dedication for the Company's utmost benefit.
4. Continuously improve work under one's responsibility.
5. Maintain one's honor and dignity so as to be respectable in society; behave properly according to one's role, duty and situation.
6. Treat superiors with respect and politeness and listen to their advice.
7. Treat colleagues with politeness, kindness and in a friendly manner; honor each other.
8. Open to others' opinions with reason and without prejudice.
9. Create unity and provide assistance for the overall benefit of work, the Company, and society.
10. Keep confidential information of the Company and stakeholders through measures against leaks to unrelated parties even after ending employment with the Company, except in compliance with the law or under commitment
11. Refrain from exploiting data derived from duties performances for undue personal or others' gains, and refrain from taking unfair actions concerning the trading of the Company's securities.
12. Avoid any action or making comments to stakeholders, external parties, press, social media, or social networks in any forms that may harm the Company's reputation and image, or that may mislead others about the Company's involvement in such action or comments.