



Charoen Pokphand Foods Public Company Limited and Subsidiaries

(Human Resources Management: Policy & Procedure)

EMPLOYMENT AND LABOR MANAGEMENT POLICY

Proposed By	Agreed By	Verified By	Approved By
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INTRODUCTION

Charoen Pokphand Foods Public Company Limited or “**CPF**” recognizes that employees are valuable assets that serve as a key business driver for organizational success and sustainable growth. CPF accordingly ensures that employees are taken care with fairness and respect on human rights by upholding employee involvement and valuing diversity to create employee’s value and inspiration to work with full potential.

In this regard, the Company’s Employment and Labor Management Policy is determined to comply with international human rights standard, which are The United Nations Universal Declaration of Human Rights (UNDHR) and The International Labor Organization (ILO) Declaration on Fundamental Principles and Rights at Work, including labor laws of the countries where the company operates, the international standards to which the Company adheres, corporate management policy as well as customers’ code of conduct.

SCOPE

This policy is applied to CPF and its subsidiaries in Thailand and overseas. It shall be disseminated to CPF’s business partners for adaptation to their operations and encouraged the participation of prime suppliers in our supply chain on human rights aspect for the agricultural and food industries.

DEFINITION

- The Company means Charoen Pokphand Foods Public Company Limited (CPF) and Subsidiaries
- Subsidiaries mean Companies that CPF directly or indirectly holds more than 50% of their shares and has control over their operations
- Employee means Employees and Workers at all levels of the Company
- Business Partner means Suppliers who provide goods and services, including Contractors who provide manpower and manpower’s services
- Youth Labor means workers under 18 years of age but older than the minimum age of employment



- Forced Labor means involuntary work which people are forced to do by the means of citing for punishment, coercion or threatening to work or provide service, resulting that the person is not willing to work or unable to resist

IMPLEMENTATION

To promote better quality of life and employee engagement on fairness and respect basis, the Company has set the following practices:

1. Child Labor

The Company shall adhere to minimum age of employment as stipulated by laws. Youth labor shall not be allowed to work under hazardous conditions, which are harmful to their health and development, including interference with their Compulsory Education Program.

2. Forced Labor

The Company shall not engage in any forms of forced labor, and shall not ask for money or retain employees' identification documents unless it is not against the laws.

3. Discrimination

The Company shall respect the differences and treat employees equally by not giving favor or unfairly diminishing employee's right due to race, national origin, ethnicity, color, ancestry, religion, gender, age, physical disability, political thinking, or marital status. In addition, preventive measurement of sexual harassment shall be in place.

4. Compensation

The Company shall pay employees' wages and benefits in compliance with legal requirements. There shall not be any deductions from employees' wages unless the law states otherwise.

5. Working Hours

The Company shall comply with applicable laws on regular working hours and overtime hours, and shall monitor overtime hours accordingly.



6. Freedom of Association and Collective Bargaining

The Company shall respect the employees' right to join or form any kinds of lawful associations and to participate in any collective bargaining in accordance with legal procedures.

7. Occupational Health, Safety, Environment and Facilities

The Company shall arrange, support, sustain and continuously improve to provide safe working environment and protect employees and relevant parties from health impacts as well as protecting and minimizing environmental impacts resulting from company activities in compliance with the law.

In addition, the Company shall arrange hygienic bathroom and toilet facilities, clean drinking water, appropriate first aid kit, as well as clean, hygienic and convenient dining area and food storage.

8. Labor Protection of Pregnant Employees

The Company shall provide safe working conditions and appropriate working hours for pregnant employees, ensuring there is no harm for the pregnant employees and their fetus. Besides, the Company will not dismiss, demote or reduce benefits and welfare of the employees due to their pregnancy.

9. Discipline and Disciplinary Action

The Company shall not do any inappropriate verbal punishment and corporal punishment, including physical coercion or abuse of employees.

In case that the international standards which the company adheres or customers' code of conduct are established higher standards than the guidelines of this policy, the international standards or the customers' code of conduct shall be applied as appropriate.
