



PTG ENERGY GROUP

Supporting Document

on

Whistleblowing Policy

Records of Revision

07	01/01/66	2022 Annual review
06	01/01/65	2021 Annual review
05	01/01/64	2020 Annual review
04	01/01/63	Amend the contact information under "Procedures and Guidelines"
03	01/07/62	Amend the contact information under "Mechanisms"
02	14/05/62	Amend the policy's name to "Whistleblowing Policy"
01	29/11/59	Amend the policy's name to "Whistleblowing Procedures and Mechanisms"
00	25/12/56	First implementation
Revised no.	Effective date	Details of revision



Whistleblowing Policy

Objectives

In pursuance of the principles of the Good Corporate Governance for registered companies prescribed by the Stock Exchange of Thailand (SET) pertaining to roles of stakeholders, data disclosure and transparency, each company is required to establish a Whistleblowing Policy. The Policy will be considered a tool to invariably keep the company informed about any possible improprieties, whether committed by employees or third parties, concerning illegal activities, non-conforming activities, breaches of Business Code of Conduct, resulting in property loss to the Company.

In this regard, the Company has recognised the priority of such matter, thereby formulating guidelines for reporting suspected misconduct or lodging complaints for the benefit of all stakeholders through the below mechanisms.

Scope

1. Any activity that violates laws, state regulations, Business Code of Conduct and Company's Regulations.
2. Possible fraud and corruption, meaning any act committed to secure unlawful gains for one's own self or others, e.g., misappropriation, corruption, fraud.

The Company will not carry out any complaint handling procedures or guidelines in the following cases:

- Any activity which has already been investigated and resolved by the Company;
- Any activity that involves court litigations, or has already been judged or finalised by the court;
- Anonymous complaints and allegations that do not provide name, address or correct contact information of the complainant or informant;
- Product and service complaints, which must be raised to PT Call Centre 1614.

Mechanisms

- | | |
|---------------------|---|
| - Company's website | www.ptgenergy.co.th |
| - Email | whistleblower@pt.co.th |
| - Registered mail | Executive Secretary
PTG Energy Public Company Limited
No. 90 CW Tower A, 33 rd Floor
Ratchadaphisek Road, Huai Khwang, Huai Khwang
Bangkok 10310 |



Whistleblowing Policy

Procedures and Guidelines

The Executive Secretary will document each complaint received via email, or registered mail, and raise the issues to related departments for further action as follows:

1. If the complaint concerns non-conforming activity or breaches against policies and HR regulations, such complaint will be forwarded to the Human Resources Management Department.
2. If the complaint concerns non-conforming acts or breaches against laws and state regulations, policies, Good Corporate Governance, Business Code of Conduct and Company's Regulations, such complaint will be handled by the Executive Secretary.
3. If the complaint concerns possible corruption, meaning any act committed to secure unlawful gains for one's own self or others, e.g., misappropriation, corruption, fraud, such complaint will be forwarded to the Internal Audit Department.
4. In the event where any complaint of 1-3 is considered complicated, or involves several parties, such complaint will be handled by the Executive Secretary.

Assigned investigators are responsible for examining or settling the complaint and reporting outcomes to the Executive Secretary for further acknowledgement. In this regard, the Executive Secretary will serve as the person delivering the consideration results and outcomes to the complainant (if not anonymous).

False Report

If the information submitted is proved to be falsified as being manifestly ill-founded and in bad faith, it will be deemed that the complaint/informant has intentionally violated the Business Code of Conduct. For punishment, do refer to Company's Regulations and/or provisions of applicable laws.

Protection of Complainants or Informants

The Company will remain all information reported by complainants or informants highly confidential and take precautions in solving respective problems in order to not adversely affect the complainants or informants, or works of the informants, reporting employees, complainants, whistleblowers and other related parties lodging complaints or submitting solid evidence, and will protect them from retaliation.