

MEMO/บันทึก

Subject : Training Human Right 2024

Attn : SCL all employee

HR & GA training to employees (LCB WH1,2,3 / HVAC / BKK / MTP)

5-8 February 2024 Explain Universal Declaration of Human Rights หรือ UDHR=10 articles (from 30 articles)



Siam Chemical Logistics Co., Ltd. be without from Human Rights violations, the Company has established policies and guidelines of Human Rights to prevent human rights violations in all activities.

ID	Start time	Completion time	Total points	ชื่อ-นามสกุล (Name-Surname)	รหัสพนักงาน (Employee ID)	แผนก (Division)
1	1/24/24 9:50:49	1/24/24 9:55:31	100	ปารศิย์ รักอักษร	SCL0124007	HR & GA

ID	Start time	Completion time	Total points	ชื่อ-นามสกุล (Name-Surname)	รหัสพนักงาน (Employee ID)	แผนก (Division)
1	1/3/24 9:14:54	1/3/24 9:16:35	100	กิจดิษฐ์ เพตะกร	New LCB	Sales&MKT ( Warehouse )
2	1/3/24 9:14:48	1/3/24 9:16:35	100	วิที ดรุณพันธ์	New Lcb	Sales&MKT ( Warehouse )
3	1/3/24 9:14:41	1/3/24 9:16:36	100	เมธาวี เพชรอัน	New Lcb	Sales&MKT ( Warehouse )

ID	Start time	Completion time	Total points	ชื่อ-นามสกุล (Name-Surname)	รหัสพนักงาน (Employee ID)	แผนก (Division)
1	1/24/24 9:50:49	1/24/24 9:55:31	100	ปาริณี รักอักษร	SCL0124007	HR & GA

No.	Start time	Completion time	Total points	ชื่อ-นามสกุล (Name-Surname)	รหัสพนักงาน (Employee ID)	แผนก (Division)
1	2/8/24 16:35:18	2/8/24 16:37:37	100	สิริมา	0115094	Accounting & Financial
2	2/8/24 16:38:29	2/8/24 16:41:46	100	สิริวิมล รอดเนียม	0116006	Accounting & Financial
3	2/8/24 16:43:34	2/8/24 16:45:19	100	Thippawan Sukphun	SCL0123017	Accounting & Financial
4	2/9/24 17:10:55	2/9/24 17:13:29	100	Wantanee Sukvisit	Sci0113021	Accounting & Financial

No.	Start time	Completion time	Total points	ชื่อ-นามสกุล (Name-Surname)	รหัสพนักงาน (Employee ID)	แผนก (Division)
1	2/8/24 11:37:30	2/8/24 11:42:55	100	ชิตพล แสนหาญ	223012	Safety
2	2/8/24 13:28:58	2/8/24 13:30:00	100	นางสาวรุ่งทิวา ขาวฉอน	216007	Safety

ID	Start time	Completion time	Total points	ชื่อ-นามสกุล (Name-Surname)	รหัสพนักงาน (Employee ID)	แผนก (Division)
1	1/5/24 8:28:16	1/5/24 8:29:50	100	นางสาว ศิริวิภา บำรุงไทย	New hvac	HVAC
2	1/5/24 8:28:19	1/5/24 8:29:59	100	กัลยาณี เชื้อเมฆ	Newhvac	HVAC

# **Human Rights Policy**

**Siam Chemical Logistics Co., Ltd.**



## **Siam Chemical Logistics Co., Ltd.**

### **Human Rights Policy**

Siam Chemical Logistics Co., Ltd. aims to contribute to the sustainable development of people, society and the Earth by providing solutions to environmental and social issues. Respect for human rights is a fundamental element in achieving our vision. The Mitsubishi Chemical Group Human Rights Policy (the "Policy"), **follow to** governing all other human rights-related policies within the Group, complements our Mission and Basic Management Policy and outlines our approach to human rights in all of our business activities.

The Policy applies to all officers and members<sup>1</sup> of Siam Chemical Logistics Co., Ltd. <sup>2</sup>We expect all our business partners to understand and act in line with the principles in this Policy.

The Human Rights Due Diligence Committee at Mitsubishi Chemical Corporation is responsible for the implementation of this Policy. The Board of Directors of Mitsubishi Chemical Corporation oversees compliance and implementation of this Policy.

#### **Respect for Human Rights**

We understand our business may have human rights impacts both inside and outside the company throughout our business activities, including from research and development, procurement of raw materials, manufacturing, sales of products and services, distribution and disposal. We strive not to cause human rights infringement itself, nor to contribute to infringement of human rights caused by others, such as our business partners.

We are committed to respecting human rights understood as, at a minimum, those set out

<sup>1</sup> "Members" means directors, corporate auditors, executive officers, employees (including seconded employees), temporary and dispatch employees and other employees engaged in company operations at Mitsubishi Chemical Group companies.

<sup>2</sup> This Policy shall apply to all members of the following companies:

(1) Mitsubishi Chemical Corporation

(2) Mitsubishi Chemical Corporation subsidiaries whose direct or indirect ownership ratio is

100% owned by Mitsubishi Chemical Corporation

(3) Companies where Mitsubishi Chemical Corporation is otherwise deemed to directly or indirectly take a leadership role on the grounds of its shareholding ratio, involvement in personnel management, etc.

in the International Bill of Human Rights<sup>3</sup>, and the International Labor Organization's Declaration on Fundamental Principles and Rights at Work<sup>4</sup>. In addition, we support the United Nations "Guiding Principles on Business and Human Rights"<sup>5</sup> and the ten principles of the United Nations Global Compact, and conduct business activities based on these principles.

We comply with the laws of the countries and regions where we operate. If local law requirements contradict internationally recognized human rights standards, we seek ways to honor the principles of international human rights without violating local laws.

### **Human Rights Due Diligence**

Based on the concept of "human rights due diligence", we work to identify, prevent, mitigate, and account for negative impacts on human rights in which we may be involved. We comply with country-specific laws and regulations related to human rights due diligence, such as the UK Modern Slavery Act, wherever applicable to our operations. This includes mitigating specific human rights risks that fall within the scope of legislation, such as risks related to modern slavery or child labor.

<sup>3</sup> The International Bill of Human Rights refers to three internationally recognized human rights documents: the Universal Declaration of Human Rights and its corresponding two international treaties, namely the International Covenant on Civil and Political Rights, and the International Covenant on Economic, Social and Cultural Rights. They are considered as internationally agreed common standards for all people and all nations, and sets out fundamental human rights to be universally protected.

<sup>4</sup> The ILO Declaration on Fundamental Principles and Rights at Work sets out principles concerning fundamental rights as minimum labor standards to be protected: freedom of association and the right to collective bargaining, elimination of all forms of forced or compulsory labor, the effective abolition of child labor, and the elimination of discrimination in respect of employment and occupation.

<sup>5</sup> The United Nations Guiding Principles on Business and Human Rights, endorsed by the United Nations Human Rights Council in 2011, provide the authoritative global standard for action related to human rights in a business context, clarifying what is expected by governments and companies to address adverse impacts on human rights arising from business activity.

If we identify that we have caused or contributed to human rights infringements, we endeavor to remediate them through appropriate means and processes. Where we find negative impacts on human rights directly linked to our business,

we will use our knowledge and expertise, in collaboration with relevant stakeholders, to help mitigate such impacts even if we have not caused or contributed to them.

We recognize the importance of understanding negative impacts on human rights from the perspectives of stakeholders, in particular, affected stakeholders. We are committed to engaging with stakeholders when we consider our action to address potential and actual adverse human rights impacts linked to our business.

#### **Human Rights Related to Our Business Activities:**

We recognize that addressing the following human rights issues related to our business activities forms an important part of our human rights responsibility.

#### **Discrimination:**

We strive to maintain workplaces that are free from discrimination based on race, color, gender, age, nationality or national origin, ethnic or social origin, caste, belonging to an indigenous people, family status, disability, health conditions such as HIV/AIDS status, marital status, pregnancy, language, sexual orientation, gender identity, religion, trade union affiliation, political or other opinions.

#### **Harassment:**

We shall not engage in any behavior that would impair the dignity of an individual, such as harassment in the workplace. We do not tolerate any words or actions that can be constituted as physical or mental harassment, which could make a person feel degraded.

#### **Forced Labor:**

We shall not engage in forced labor, nor tolerate any form of modern slavery, including bonded labor and human trafficking.

#### **Child Labor:**

We shall not employ any child under the legal working age as prescribed in national and/or local laws and regulations. We prohibit assigning hazardous or harmful work to young workers.

**Freedom of Association and Recognition of the Right to Collective Bargaining:**

We respect freedom of association and the right to collective bargaining, and other civil and political rights. We shall continue to develop a favorable relationship between employers and employees through engagement and open dialogue and shall create a workplace culture and environment that places a high value on communication, transparency and teamwork.

**Health and Safety:** We shall endeavor to prevent workplace hazards by prioritizing safety over anything else. We shall ensure a safe occupational environment by exercising safety management in accordance with applicable national and/or local laws, and through the voluntary and proactive efforts of each employee. All employees are encouraged to report, without fear of detrimental treatment, any safety issues or concerns.

**Working Hours and Wages:**

We comply with applicable laws and regulations concerning working hours and wages, in countries and regions where we operate. We are committed to setting an appropriate limit on maximum working hours in accordance with local laws, ensuring reasonable rest breaks and holidays, paying allowances in accordance with relevant laws, and prohibiting unfair wage reductions. We strive to create a comfortable working environment and pay due attention to the security and health of employees.

**Privacy Protection:**

We shall respect and protect the privacy of individuals. In handling personal information, we shall implement procedures to prevent any information loss or leakage in compliance with related laws and regulations.

**Product Use:**

We conduct thorough quality control to ensure product safety and continuously improve quality. We will listen to the requests of our customers and related stakeholders sincerely, and will continue our efforts to ensure that our products can be used safely and securely in accordance with the basics of Responsible Care activities.

**Business Partners:**

We will share our position on human rights with all business partners and are committed to working with suppliers and other relevant stakeholders to promote respect for human rights

throughout our business activities. We endeavor to integrate consideration of human rights risk during the process of mergers and acquisitions.

### **Community:**

We understand that our business activities may impact the human rights of local communities, such as land rights, access to water, health of individuals in the community, and the rights of indigenous peoples. In addition to understanding local cultures and customs, we are committed to respecting human rights and acting as a good corporate citizen in communities, to meet the expectations of the local communities.

### **Human Rights in High-Risk Situations:**

Based on the basic philosophy of respect for human rights, we endeavor with particular care to prevent human rights infringement when we are faced with circumstances with **heightened risk**, including areas affected by conflicts, natural disasters or a culture of corruption.

Furthermore, we seek to responsibly procure minerals, including managing the risks associated with conflict minerals, by giving due consideration to possible related human rights impacts or environmental burden.

### **Grievance Mechanisms**

If one of our members suspects that there has been an actual or potential violation of applicable laws and regulations, or a violation of an internal policy, including this Human Rights Policy, then they can report the case to their supervisor, or through our whistle-blowing systems. Received reports are investigated so that corrective actions and recurrence prevention measures can be taken in the event of a compliance violation.

We will continue our efforts to improve the effectiveness of our grievance mechanisms in order to respond appropriately to potential negative impacts on human rights related to our business activities.

### **Education and Training**

We work to raise awareness of human rights within the organization and endeavor to ensure that each member understands issues related to human rights. In addition, we work to integrate human rights in our relevant corporate procedures so that this Policy is embedded throughout our business activities. We will further provide the necessary education and training to our officers and members to provide them with the knowledge and capability to effectively implement this Policy.

## **Utilization of Human Resources and Efforts to Ensure Diversity and Inclusion in the Workplace**

We strive to create an organization where a diverse workforce is able to work in a lively and inclusive manner.

We apply an equal opportunities approach in recruitment, job assignment, promotion, employability and occupational development, and endeavor to develop and utilize human resources.

We aim at creating an environment where each employee is aware of their role, enhances necessary capabilities and respects diverse ways of working.

## **Reporting and Communication**

We will monitor the status of policy implementation, including the status of human rights due diligence, and regularly disclose the progress of our efforts related to our human rights commitments.

This Policy has been approved by the Board of Directors of Mitsubishi Chemical Corporation.

Effective as of 1<sup>st</sup> June 2022

Mr.Shuji Nakayama



(President)