

นโยบายนักลงทุนสัมพันธ์

IR policy



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- **Silent Period** The company had established a silent period of 14 days prior to the release of the financial statement to the Stock Exchange of Thailand. As such, the Investor Relations department will decline all meeting appointments nor provide any information related to the financial statement to investors, analysts, and shareholders with the exception of addressing the fact, public information, or factual events that affects the share price.
- **Blackout period** The Investor Relations department is prohibited in participating in any trading activities at least 45 days before and 24 hours after the release of the information to the public.

The control of internal information

The Company has policies and procedures to control and manage internal information of the Company which shall not be disclosed to the public to use for personal gain as follows.

1. Educating directors and executives about the duty to report their securities holding and the holding of their spouse and minor children to SEC pursuant to Section 59 and penalty provisions under section 275 of the Securities and Exchange Act B.E.2535 (include the amendment) and to report the acquisition or disposition of the holding of their spouse and minor children to SEC under Section 246 and the penalty provisions under Section 298 of the Securities and Exchange Act B.E.2535 (include the amendment).
2. Ensuring the directors and executive officers of the Company including their spouse and minor children report the holding of securities and report the changes in the Company's securities holdings to SEC pursuant to Section 59 and penalty provisions under section 275 of the Securities and Exchange Act B.E.2535 (include the amendment) and send copies of this report to the Company the same day that the reports are submitted to SEC.
3. The Directors, executive officers and employees of the Company and subsidiaries that received inside information which may affect the stock price needs to be careful when trading securities of the Company in the last month before the financial statements or internal information is disclosed to the public. And during 24 hours after the information of the Company has disclosed to the public those related to inside information must not disclose it to anyone unless they have indicated that data to the stock market. The penalties for the violation are regarded as a disciplinary offense under the regulations of the Company and the Company will consider sanctions as appropriate such as verbal warning, written warning, probation and expelling, dismissal or removal depending on the case of violation.

4. The Directors, executives and management in accordance with the definition of SEC, shall report the Board of Directors or responsible person on their Change of Management's Securities Holding (Form 59-2) at least one (1) day prior to the trading day.
5. Prohibiting directors, executives and employees of the Company to use the information that hasn't been disclosed of the Company that have or may have an impact on the price of the securities of the Company, which they have learned by their positions or statuses to purchase, sell, offer to buy or sell, persuade others to buy or sell, offer to buy or sell shares or other securities of the Company (if any), whether directly or indirectly, in a manner that is likely to cause damage to the Company whether directly or indirectly. And whether such action would benefit themselves or others or would not benefit themselves or others.
6. Protect on misuse of inside information that may affect the Company's benefits or create conflict of interest which specifying in the Good Corporate Governance Policy, Code of Conduct for Employee, Violation of the Code, Employee Contract and other related working rules and regulations.
7. Prohibit directors, executives, employees and relevant persons to undisclosed customers' information and to be strict and consistent protection of such information as confidential, unless otherwise prescribed by laws.
8. Protect of information of IT system by controlling, monitoring and /or preventing the access to the Company's information by outsiders and establishing the access control for authority level based on work responsibilities.
9. In cases where external parties are involved in special projects dealing with information undisclosed to the public and during the negotiation stage, such projects shall be regarded as inside information as it may affect Company's share price. These external parties must sign a confidentiality agreement with the Company until the information is disclosed to SET and SEC.

*** Inside Information refers to**

- Financial information (Financial Reports, Financial Statements/ Operating Results) of the Company, the Company's subsidiary and/or the Company's joint venture which are not public via SET system (SET Portal).
- Information on acquiring significant trade contract, which may reflect to Company, Company's subsidiary and/or the Company's joint venture operating performance.
- Management Information and Organization Structure of the Company, the Company's subsidiary and/or the Company's joint venture, except for information which disclosed to public or prescribed by laws.