



บริษัท สุธากัญจน์ จำกัด (มหาชน)

GOLDEN LIME PUBLIC COMPANY LIMITED

ทะเบียนเลขที่ 0107556000248 ที่ตั้งสำนักงานใหญ่ 89 อาคารคอสโม ออฟฟิศ พาร์ค ชั้น 6 ยูนิตเอช ถนนปิ่นเกล้า ตำบลบ้านใหม่ อำเภอปากเกร็ด จังหวัดนนทบุรี 11120

Registration No. 0107556000248 Head Office : 89 Cosmo Office Park, 6th Floor, Unit H, Popular Road , Banmai, Pakkret, Nonthaburi 11120 : THAILAND.

Tel. +66 (0) 2017 7461 - 3 Fax. +66 (0) 2017 7460

Procurement Policy, Product and Guidelines for goods and service management Golden Lime Public Company Limited

To ensure that the procurement process operates efficiently and effectively, while adhering to unified guidelines that promote sustainability development and foster trust among stakeholders through transparent, equitable, and auditable procurement practices, the Company has implemented a comprehensive procurement policy. This includes guidelines for the management of products and services, as well as protocols for collaborating with business partners to ensure sustainable supply chain management, as outlined below:

1. Procurement will be conducted in alignment with the qualifications of business partners, utilizing a selection process that adheres to this Code of Conduct. This approach aims to engage partners capable of providing products and services that fulfill requirements efficiently and effectively, with a focus on quality, pricing, and service delivery.
2. The procurement process will emphasize business ethics by ensuring the provision of accurate, complete, and transparent information, while treating all business partners equitably and valuing their feedback and suggestions.
3. Procurement activities will be executed with transparency, fairness, and accountability, strictly adhering to applicable regulations and laws. This will be guided by risk management protocols, internal controls, and oversight to ensure compliance with corporate governance policies and sustainability development frameworks.
4. The procurement and business partnerships will be conducted with a focus on sustainability, taking into account environmental effects, social obligations, and the tenets of sound governance (Environmental, Social, and Governance: ESG). This entails overseeing business partners to guarantee compliance with the Supplier Code of Conduct (SCOC), which acts as a framework for sustainable supply chain management for effective business partner management, fostering strong relationships, and enhancing collaborative potential for ongoing joint development.
5. Knowledge management will be prioritized between the company and its business partners, as well as relevant stakeholders, to collaboratively advance technology and innovation for improved business management and operations.

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**Guidelines for goods and service management
Golden Lime Public Company Limited**

The company is committed to the sustainable procurement of goods and services, with excellent, transparent and fair operations, adhering to the principles of governance, environmental management and social care in the issues that the Company prioritizes and in line with the sustainability development to support business partners and stakeholders to acknowledge the policy as a guideline for practicing in the same direction in procuring goods and services throughout the supply chain and supporting business partners and stakeholders to acknowledge the policy as a guideline for practicing as follows:

The evaluation of business partners/sellers' performance will be conducted across various categories based on established criteria, as outlined below:

1. Products and raw materials

This includes limestone, aggregates, coal, packaging, and general products, which will be assessed through two primary evaluations:

1.1 Quality:

- Product characteristics in relation to specifications
- Raw materials evaluated through its documented certificates, physical inspections, and quality standard compliance reports
- Packaging assessed based on documentation and adherence to quality standards
- General products evaluated for their alignment with user requirements

1.2 Service:

- Timeliness of delivery, ensuring it does not exceed the agreed-upon schedule and that quantities are delivered accurately

2. service work include:

2.1 Truck services, evaluated based on quality and service performance

2.2 Truck rentals for raw material transportation, where quality is determined by the condition of the materials, ensuring they are properly covered and transported in good condition, with accurate weight measurements. Service evaluation will include adherence to delivery timelines, driver performance, and staff coordination.

2.3 Machinery repair services, where quality is assessed based on the operational efficiency of the machinery post-repair.

2.4 Goods Packaging

Quality: Refer to the random weight verification checklist included in the goods transfer report.

Service: Evaluate based on the scheduled delivery timeframe.

2.5 Calibration services

Quality: Must be certified in accordance with international standards.

Service: the delivery timeline and Post-Delivery Support

3. Contractors and Service Providers

3.1 Safety Consideration

3.2 Environmental Consideration

3.3 Quality Consideration

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The business partner acknowledges and adheres to the Supplier Code of Conduct (SCOC), which serves as a framework for sustainable supply chain management, fostering positive relationships, and promoting opportunities for ongoing collaborative development.

Procurement Process

- 1.1 Users submit a purchase request form (RO) detailing their product and service needs, which must be approved by the department head or manager, along with any necessary attachments.
- 1.2 The procurement department verifies the completeness of the request, including product type, quantity, packaging, and samples for pricing inquiries.
- 1.3 A vendor is selected, and pricing is requested based on the provided details.
- 1.4 The procurement team evaluates and compares vendor pricing based on product value.
- 1.5 A purchase order is submitted for executive approval per the accounting system's authority criteria.
- 1.6 In urgent cases affecting quality, users may seek initial approval from the department manager with written justification and notify procurement to expedite the order.

Upon receipt, the user inspects the goods for issues. The procurement department conducts vendor evaluations every six months and reassesses vendors if product quality changes.

Vendor Quality Review

Vendor evaluations occur annually in December. If there has been no trading activity in five years, the purchasing department will notify the accounts team to update the vendor's status.

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Anti-corruption , Fraud and Bribery

The Company is committed to maintaining transparency in its procurement processes by establishing guidelines that promote fair and non-discriminatory practices. This approach aims to facilitate effective operations while upholding the Company's positive reputation. Consequently, specific criteria have been outlined to govern the ethical standards of the Company's procurement activities, which include the following:

Collaborative efforts to combat corruption and bribery are essential in mitigating risks associated with these issues. The Company is dedicated to fostering, advancing, and implementing initiatives in alignment with the following guidelines.

Acceptance of gifts, tokens, entertainment, and preferential treatment

1. Acceptance of gifts or tokens

The Company has a policy of not accepting gifts or presents that may be considered as bribery, except for the giving of souvenirs that are traditionally prepared by business partners, such as the Company's souvenirs given during New Year's festivals, diaries, or calendars. The Company does not consider the acceptance of such traditional gifts or souvenirs as bribery.

2. Acceptance of entertainment

Regarding hospitality, the Company requests that each unit consider the appropriateness and should avoid it if it is not necessary. Requesting that business partners take each other out for hospitality or social gatherings at various locations is considered an unethical act by the Company.

3. Preferential treatment

Should the company permit its trading partners to engage in the bidding process, it must avoid any actions that could be perceived as favoritism towards a particular trading partner. Such behavior may lead other trading partners to feel that the process is inequitable, potentially resulting in misunderstandings that discourage their participation in bidding. Furthermore, this could lead to negative word-of-mouth, ultimately harming the company's reputation.

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**Green Procurement
under the Society and Environmental Governance**

The Company has a policy and process in procurement by promoting the Green Procurement principle as follows:

1. When choosing products and services, it is essential to ensure that these selections adhere to labor and human rights standards, do not infringe upon protected biodiversity areas as defined by international law, and are free from child labor or any form of illegal employment. The focus should be on environmentally sustainable options that have a reduced impact compared to conventional products and services serving the same purpose. This selection process must consider the entire life cycle of the product, from the sourcing of raw materials to the management of waste at the end of its life, rather than merely addressing environmental issues that arise from the use of such products and services.
2. Fair and equitable procurement. In the case of the non-specific products, there should be an opened opportunities for many trading partners who offer these products and services to enable the Company to select the best, most appropriate and beneficial suppliers.
3. Invitation to bidders should select good partners and those interested in the bidding. Inviting partners just to meet the number according to the regulations without considering the ability to fulfill the obligation will result in the procurement lacking quality and unfairness to both the company and other partners.
4. All suppliers or vendors must receive identical written information and conditions, including the same guidelines for adhering to the code of conduct and essential procurement details. Any verbal explanations must be documented in a written statement for confirmation.
5. Suppliers shall deliver the products and services in accordance with obligatory performance prescribed in agreements and any other requirements under the partners' supervisory.
6. Laws, rules, and regulations compliance. Suppliers are expected to follow and comply with the laws, rules, and regulations in business operation.
7. The Company's regulations and procedures shall be provided to suppliers including any updates thereafter.
8. Deliverables inspection and payment should be done quickly and concisely with fairness to trading partners. Deliberate delay practices are unethical.
9. Refrain from assisting partners/ creditors to avoid statutory taxes payment to the government.

The Company's management continuously pushes forward and supports the implementation in order for achievement.

For any further notice and comply accordingly.

(Mr. Geza Emil Perlaki)
Managing Director

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