



HY GROUP CO., LTD. (Head Office)  
709/23 Soi Onnut 7, Sukhumvit 77 Road  
Onnut, Suanluang, Bangkok 10250, Thailand  
Tax ID: 0105561062815

## **WORKPLACE SAFETY & LABOR STANDARDS POLICY**

**Effective Date: 1 January 2026**

### 1. PURPOSE

1.1 This policy defines the Company's commitment to workplace safety and fair labor standards.

### 2. WORKPLACE SAFETY

2.1 The Company operates as an office-based digital services provider.

2.2 No hazardous industrial activities are conducted.

2.3 Employees are provided with safe office or remote working environments.

2.4 Emergency evacuation procedures are communicated during onboarding.

### 3. SAFETY TRAINING

3.1 Safety briefing is provided during employee onboarding.

3.2 Annual safety reminder sessions are conducted internally.

### 4. VOLUNTARY EMPLOYMENT

4.1 All employment is voluntary.

4.2 The Company does not engage in forced or bonded labor.

### 5. CHILD LABOR

5.1 The Company does not employ individuals below the legal working age.

5.2 No employee under 18 years old is assigned to hazardous work.

### 6. FAIR TREATMENT

6.1 Employees are treated fairly and without discrimination.

6.2 Compensation complies with Thai labor law.

6.3 Formal employment contracts are maintained.



## 7. EMPLOYEE GRIEVANCE PROCEDURE

7.1 Employees may raise concerns directly with the Managing Director in writing.

7.2 Complaints are handled confidentially.

7.3 No retaliation will occur against employees raising concerns in good faith.

7.4 Complaints will be reviewed within 14 business days.

Approved by:

Umi Meder

Managing Director

Signature: \_\_\_\_\_