Announcement No. 02/2022

IT Security Policy

Objective

This Policy is valid for TIPCO ASPHALT GROUP ("the Group"), subsidiaries, and joint operations and applies to all our employees, as well as consultants and agency personnel who work at the Group premises or under the direction of the Group (all referred to in this policy as "employees"). The objective of this Policy is to provide guidance and support for IT decisions within the Group. It describes standards and procedures that reflect safe and acceptable practice based on accepted and current knowledge, guidelines, and common practice.

Principles

1. **Commitment and Expectations**

The Group IT structure adds value by providing the best possible service to the company, balancing risk, and reward with return on IT investment.

The Group is committed to safeguard people and information, while at the same time mitigating overall IT risk. We direct and control our IT functions through structured management, a consistent process and by building strong relationships with the business.

The aim of this policy is to:

• Protect people and information from cyber attack

• Set the rules for expected behavior by users, system administrators, the management and IT security personnel

• Set the standards for the IT system and applications

• Mitigate overall IT risk

All employees and contractors accessing the Group IT systems or hardware must follow this Policy and consistently apply its high standards. Further guidance is available in the underlying Directives and Instructions.

The Group Information Security Policy follows the principles, guidelines and responsibilities as set out in the Information Security Management System (ISMS) ISO 27001.

2. **Information Security Instruction**

Information security is the practice of defending information from unauthorized access, use, disclosure, disruption, modification, perusal, inspection, recording or destruction.

The Group Information Security Instruction defines how we manage the Group Information Security risks and establish the security controls required to protect the Group information assets regardless of the form the data may take (e.g., electronic, or physical backups).

The aim of this Information Security Instruction is to provide guidance on how, from a security point of view, we ensure:

- The confidentiality of our information

- The access and availability of our systems

- The integrity of our data

The Information Security Instruction applies to all computer information systems supporting the Group business processes.

For further guidance please see: 'IT Work Instruction' which there are instruction items as follows:

- Information Ownership & Classification

- User ID & Password

- Acceptable Use & Responsibility

- Backup & Recovery

- Business Continuous Planning

Roles and Responsibilities

- All employees are individually responsible for reading, understanding, and complying with this policy

- Every line manager is responsible for making sure each team member has access to this policy and related instructions and guidelines.

Summary

TIPCO Asphalt Group is committed to protecting against cyber threats, while at the same time mitigating overall IT risk. This Policy defines safety standards for our IT system and applications. This Policy applies to all co-workers and business relations acting on behalf of the Group.

This policy is effective as of 12 January 2022

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(Mr.Chainoi Puankosoon)

Chairman