

Furthermore, the Company clearly discloses the shareholding structures in our subsidiaries and associated companies as well as with the controlling shareholder, namely PTT, to ensure the Shareholders that our organization's structure is transparent, verifiable, and does not comprise any form of cross or pyramidal shareholding structures.

#### 1.3) Fostering Understanding of Business Operations and Long-Term Engagement with Shareholders

PTTEP continuously organizes various activities for the benefit of shareholders and society. The main objectives of such activities are, for shareholders and other persons interested in PTTEP, to enhance the knowledge and understanding of exploration and production of petroleum business which is distinct from other business as well as participate in our CSR program. In addition, we aim to foster a high level of confidence to investors to maintain long-term investment with PTTEP. These activities include the shareholders' visit to our operation sites and CSR projects which are organized annually. However, due to the COVID-19 pandemic, the Company decided to put on hold these activities this year.

PTTEP prepares and publishes a quarterly newsletter, the Explorer's Journal, as an additional channel to communicate PTTEP's news. This includes the Company's performance, the progress of key projects, Technology, Corporate Social Responsibility (CSR) activities, and corporate governance activities, and other useful information; for example, How is GRC driven in PTTEP?, PTTEP is the host of event "PTT Group CG Day", Net Zero Greenhouse Gas Emissions, Carbon Capture and Storage (CCS), The Seafood Product Value Enhancement Project, PTTEP's Technology Research and Development, Technology Development for Minimizing Environmental Impact, How Important is Carbon Footprint?, etc. From the 2<sup>nd</sup> quarter of 2022 onward, there is a fun game in the newsletter for shareholders to play and win special prizes. The quarterly newsletter was publicized on the Company's website as well as sent hard copies and E-Newsletter to the Shareholders upon request.

#### 1.4) Equal Treatment to Shareholders

PTTEP provides a direct communication channel to all our shareholders via our independent directors' e-mail at [IndependentDirector@pttep.com](mailto:IndependentDirector@pttep.com) for various issues, such as activities of the directors, good corporate governance, and audit-related issues. In addition, the Shareholders can directly contact the Company Secretary at [CorporateSecretary@pttep.com](mailto:CorporateSecretary@pttep.com) or Investor Relations Unit at [IR@pttep.com](mailto:IR@pttep.com) for additional information. The Company operates businesses with optimal efficiency, with a commitment to business ethics for sustainable growth of the Organization, appropriate and consistent returns to the Shareholders, and all stakeholders are properly and sustainably managed by using modern and well-accepted management and monitoring tools.

#### 1.5) Prevention of Insider Trading

PTTEP puts a great emphasis on controlling the use of our internal information by including this matter in the PTTEP Good Corporate Governance and Business Ethics. In line with securities laws, policies relating to the use of internal information are regularly reviewed to preserve integrity and equality among all of the Company's stakeholders. Key measures are as follows:

- 1) The Board of Directors has assigned the Governance, Compliance, Internal Control, and Subsidiary Management Department as the center for monitoring the insider trading prevention program and preparing a list of personnel who bear material and/or internal information (Insider List) which includes directors, management, and employees.

2) The directors, management, and employees are always informed of PTTEP's regulations and policies in regard to insider trading prevention through various communications as well as provide training to ensure that they understand and strictly comply with to prevent misuse of information which may directly or indirectly conflict with his or her personal interests. Disciplinary actions are clearly specified, while the supervisors, who act as the CG Leader, are responsible for advising and encouraging their subordinates to follow. In 2022, there was no report of any misuse of internal information.

In 2022, PTTEP employees attended a training regarding Good Corporate Governance and Business Ethics (CG&BE) or CG&BE e-Learning which covers measures to prevent the use of insider trading with 100 percent of the employees completed the course.

3) Prohibition on trading of PTTEP's securities during the blackout periods, such as when material information is being disclosed, which may affect the securities price. All the Company directors, management holding position of Senior Vice Presidents (SVPs) and above, Vice Presidents (VPs) of the Finance and Accounting Group (FNA) as well as other management and employees having material internal information will be informed of such blackout period in order to abstain from trading of PTTEP's securities whether direct or indirect. This prohibition also applies to their spouses and minor children. Violation of this prohibition is considered a disciplinary offense.

PTTEP also requires all of the Company's directors, management holding positions of SVPs and above, VPs of FNA as well as their spouses and minor children to refrain from directly and indirectly trading securities of PTTEP at all times and inform the Governance, Compliance, Internal Control, and Subsidiary Management Department 2 days in advance if necessary.

4) The Company directors, management holding positions of SVPs and above, and VPs of FNA must disclose complete information in regard to their securities possession as well as related trading activities to the Governance, Compliance, Internal Control, and Subsidiary Management Department in addition to the disclosing obligation to the SEC. These pieces of information will be disclosed to the Board on a monthly basis for CG&BE compliance monitoring purpose. Shareholdings by the Company directors, management holding position of Senior Vice Presidents (SVPs) and above, Vice Presidents (VPs) of FNA is disclosed in the annual report (56-1 One Report) as required by the SEC.

## (2) Employees

1) PTTEP complies with the UN principles by not employing illegal workforce and child labor in every area in which we operate. The following guidelines are described in the Company's CG&BE.

1.1) To understand and comply with all laws applicable to the PTTEP Group's operations in the locations where we conduct our business.

1.2) To understand the local customs, cultures, and traditions of the locality in which we operate.

1.3) To respect the local traditions, cultures, and cultural differences, and not to behave in any ways which contradicts them.

1.4) Not to discriminate against any individuals based on our personal relationship with that individual, his or her ethnicity, nationality, gender (including pregnancy, and sexual preference), age, religion, personal views, disability, or any other conditions or characteristics which are not concerned with work.