

Your Market Partner in Manufacturing



### **CODE OF CONDUCT**



#### PRESIDENT MESSAGE

Dear Colleagues Employees,

INTERTHAI is a valued partner in the healthcare community and every day, our products and services touch the lives of thousands of people. The Company's reputation speaks of the tremendous amount of trust that our customers have bestowed on us through the years. We have to reciprocate the customers' trust and patronage with a strong commitment and accountability to deliver the best service with integrity, resilience and dependability. To do this, we must all uphold this trust with the highest standards of performance, innovation, conduct, and ethics.

We are committed to living our core values in everything we do. We act with Integrity, guided by ethical principles and a strong sense of responsibility. We foster Collaboration by building trusted partnerships with colleagues, clients, and suppliers. To ensure lasting Sustainability in business, we embrace Customer-Centricity with passion and a positive "cando" spirit, consistently striving to deliver results that exceed expectations. We uphold the highest standards of Quality, empowering our people to grow, unlock their full potential, and lead with influence in their professions and communities.

We can all live these core values if we are guided by the right principles and philosophies, such as concern for others, mindfulness, and the need to be the best versions of ourselves. Our Code of Conduct is a valuable tool that contains the principles that guide our everyday actions and decisions. Each of us must endeavor to understand and apply these principles in our work, regardless of our position, function, or rank. Together, we share the responsibility of implementing our Code of Conduct with due care, competence and diligence to fulfill our Mission of providing high quality healthcare products and exceptional customer service to our strategic partners.



Nico Form Zuellig
PRESIDENT



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This Code covers more areas than my local policies and procedures. In some cases, my local policies and procedures are more detailed. Is this ok?

This Code is designed to outline our broad principles of business conduct. Your local policies and procedures should be consistent with this Code, therefore, you can follow both. The stricter of the two prevails. If you have any questions, you should discuss them with your manager, HR, Compliance Officer or a member of your management team.



#### INTRODUCTION

Honesty and integrity are our time-tested standards, and your responsibility

This Code reflects our commitment to being a good corporate citizen and conducting our business affairs in an ethical manner. That goal cannot be achieved unless each of you individually accept responsibility to promote honesty and integrity. Any activity that calls into question our reputation must be avoided. This Code establishes what we expect from you.

We cannot anticipate every situation that may create an ethical issue, and understand that not every situation is black and white. The key to compliance with the Code is exercising good judgment. This means following the spirit of this Code and the law, doing the "right" thing and acting ethically when the law is not specific.

In our mission "to provide superior healthcare products and services that satisfy principals expectations", it is important to remember the core values that provide a foundation for the way we do business: Customercentricity, Integrity, Collaboration, Sustainability and Quality. Built upon unwavering integrity, trust is the essence of Interthai history. We must uphold our integrity and the trust placed in us in all actions we take.

We are a large company, operating in various cultural, political, and economic environments. There are a number of pressures that push us to excel. While meeting goals and expectations are very important, they must always be accomplished within our values framework.

This Code outlines the broad principles of legal and ethical business conduct under which we do business. The Code may be supplemented, but not replaced, by more detailed policies and procedures. Every person who represents Interthai its affiliates and subsidiaries, is expected to understand and comply with the provisions of this Code.

Violations of this Code, including failures to report potential violations, will not be tolerated and will be viewed as a disciplinary matter that may result in action, including termination of employment.

We must use good judgment and common sense, and apply the highest standards of ethical conduct to everything we do

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The law in my country
permits me to do something
but the Code does not. What
should I do?

We fully recognize that laws vary from country to country and require employees and anyone representing Interthai to comply with all local laws. However, to the extent the Code includes higher standards, we require adherence to those standards. General rule of thumb, the strictest standard prevails.



No one has the authority to require anyone to act contrary to this Code

### CODE OF CONDUCT

Understand and comply with our Code of Conduct

This Code of Conduct provides essential guidelines you need in order to understand your responsibilities, including your obligation to comply with the law and to advise Interthal management of anything that is not in compliance with the law or this Code.

#### WHO DOES THIS APPLY TO?

The Code applies to all Interthai Pharma entities, subsidiaries, divisions and affiliates, and includes full-time, part-time, contract, hosted and temporary employees. It applies while working on our premises, at offsite locations where our business is being conducted, at Company-sponsored business and social events or at any other place where you are a representative of the Company.

#### IT IS EVERYBODY'S RESPONSIBILITY TO:

- · Understand this Code.
- Conduct all Interthal business in compliance with applicable laws and regulations and Company policies, including this Code.
- Take breaches of the law or this Code seriously and always report them.
- · Avoid compromising our integrity to achieve goals.
- Ask questions or seek guidance from your managers when in doubt. Managers set an example for other employees and are often responsiblefor directing the actions of others. Every manager is expected to take thenecessary actions to ensure compliance with this Code, to provide guidanceand assist employees in resolving questions on the Code, and to encourageemployees to express any concerns regarding compliance with this Code.

#### **RESOLVING DIFFICULT ISSUES:**

At times, you may face an issue you have difficulty resolving. Ask yourself these questions about how you plan to resolve it:

- · Is it ethical and legal?
- Is it consistent with our policies and this Code?
- Is it consistent with our mission and values?
- · Can I explain this to my family and friends?
- · How would I feel if it was published in the news?



You should discuss with your manager about the laws and regulations that apply to your job. In addition, you should also discuss with HR, Legal Department and Compliance to ensure other applicable laws, regulations and codes are made known to you.

Always ask
questions if you
are unsure about
complying with Laws,
Regulations and
Codes and any other
legal requirements

## COMPLIANCE WITH LAWS, REGULATIONS AND CODES

Understand the laws, regulations and codes that apply to both you and Interthai

This Code reinforces that we are committed to following all applicable laws, regulations and codes to protect the Company and its employees.

We are committed to full compliance with all applicable laws, regulations and codes, both in letter and spirit. Numerous laws, regulations and codes define and establish obligations which Interthai and all of its full-time employees, part-time, contract, hosted and temporary employees must comply with. Violations of laws, regulations or codes may subject Interthai to serious consequences such as legal and financial sanctions, civildamages, criminal prosecution and damage to our reputation.

#### WHAT LAWS DO WE NEED TO FOLLOW?

We follow all laws, regulations and codes in every country that apply to our Company, our business and our employees. All employees must have a working knowledge of the laws, regulations and codes applicable to their jobs and must ask their manager if they have any questions.

#### **EXAMPLES OF LAWS THAT MAY APPLY TO YOU:**

- Corruption
- Environment
- Privacy and Data Protection
- Competition
- Employment

- Insider Trading
- Anti-Money Laundering
- International Sanctions and Embargoes
- Healthcare



#### WHAT HAPPENS IF WE DON'T FOLLOW THE LAW?

Violations of laws or regulations may give rise to your own individual criminal or civil liability. You could also be subjected to disciplinary action and potentially lose your job. You may also subject Interthai to civil or criminal liability.

## ASKING QUESTIONS & REPORTING VIOLATIONS

You have a responsibility to report

#### WHAT SHOULD I DO IF I THINK A VIOLATION HAS OCCURRED?

If you believe a violation of this Code has occurred or you have become aware of conduct that may be contrary to the Code, always try to discuss this first with your manager. Your manager has an obligation to either take action to resolve the issue or escalate it. If you have discussed it with your manager and you feel the issue has not been resolved, or if the violation involves your manager and you do not feel comfortable discussing it with your manager, then you can contact your manager's supervisor, your HR, your Compliance Officer or your General Manager.

### WHAT HAPPENS IF I FEEL UNCOMFORTABLE TALKING TO MANAGEMENT OR THEY HAVE NOT RESOLVED THE ISSUE?

We encourage you to speak up using the Speak Up communication channels provided to you (see next page). The Speak Up telephone lines and website are operated by an independent third-party provider and will not be traced or recorded. The Speak Up telephone lines and website allow you to voice your concerns, confidentially and anonymously. The third-party provider will pass your concerns, but not your name if you choose to remain anonymous, to our Corporate Compliance Group.

You have a responsibility to ask questions and to report any actual or suspected violations of this Code in order for us to build a better company.

Your actions can make a difference

#### SHOULD I TRY TO INVESTIGATE SOMETHING MYSELF?

Don't try to investigate or resolve a matter on your own. Your responsibility is to report a violation or concern. We take your reports seriously and will thoroughly investigate all reported violations or concerns. Please leave your contact information if you feel comfortable doing so and cooperate fully in any investigation.

#### WILL I GET IN TROUBLE IF I REPORT A VIOLATION?

No retaliation will be taken against anyone who reports an alleged violation of any law or policy, including this Code, in good faith. Anyone who retaliates may be subject to civil, criminal, and administrative penalties as well as disciplinary action, up to and including termination of employment. Remember, you have the option to use the Speak Up communication channels by telephone, email or website channels. The Speak Up telephone lines and website are operated by an independent third-party provider if you feel uncomfortable discussing an alleged violation with local or regional management, and can do so anonymously.

#### WHO SHOULD I ASK QUESTIONS CONCERNING THIS CODE?

You should talk to your manager first. However, if you do not feel comfortable talking to your manager, you may also talk to your manager's supervisor, your Compliance Officer, your HR or your General Manager.

**Note:** Your HR may provide you with a translated copy of this Code. However, please note that the English version prevails.

One of my colleagues sends jokes to our team.
The jokes often have sexual undertones and upset me and other members of my team. What should I do?

Ask the person to stop
sending such emails and
report the matter to your
manager or HR. Sending
jokes with material
containing racial, sexual
or offensive undertones is
a form of harassment and
will not be tolerated.



Each of us must be treated with respect and dignity in the workplace

### A POSITIVE WORKPLACE

Each of us has a right to work in a respectful and safe environment

This Code sets out how we maintain our moral obligation to treat people with dignity. By creating a positive workplace, we will be able to hire and retain good employees and have a productive workforce.

Our employees are required to create and maintain a working environment that reflects the Company's core values. All employees must treat each other with honesty, openness and trust; you are all responsible for maintaining the highest level of integrity and respect for others. Respect also means valuing each other's differences and opinion and not treating others in a harassing or threatening manner.

#### **DISCRIMINATION & HARASSMENT**

Never discriminate based on race, religion, gender, sexual orientation, age, national origin, disability or marital status. Everyone has a responsibility to ensure that unlawful discrimination and harassment, including sexual harassment, are not tolerated in our workplace nor part of any employment-related decisions, such as:

Recruitment • Disciplining

Training • Compensation

Hiring • Promotion

If you have any questions about discrimination or harassment, please contact your manager or HR.

#### WORKPLACE SAFETY

We are also committed to providing a safe and clean environment so that everyone can conduct business in an efficient and productive manner. Employee safety is a top priority and we work diligently to protect the health and safety of our workforce by ensuring effective training and protective measures are in place. Everybody is required to enforce and support our safety policies.

#### DRUG USE AND ALCOHOL

Using, selling, possessing or working under the influence of illegal drugs or alcohol at Interthai is prohibited.

#### **EMPLOYEE PRIVACY**

Always protect peoples' privacy. Interthai respects the personal information and property of employees. Access to personal information or employee property is only authorized for appropriate personnel with legitimate reason to access such information or property.

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I have a relative at a government hospital who can help us win a tender for one of our clients. He says he can help "informally" influence the Hospital Tender Committee and does not want anything in return. Is this ok?



Interthai conducts business with integrity, fairness, and transparency. You should politely refuse your relative's offer as it may appear to involve improper influencing of government officials.

Always exercise the highest ethical, moral, and legal standards when dealing with government employees, customers and officials

#### GOVERNMENT RELATIONSHIPS

Doing business with the government

It is important to ensure our interactions with governments are open, transparent and do not violate anti-corruption and anti-bribery laws. This Code outlines our approach to dealing with government officials and employees.

Because of the nature of our business, our employees come into regular contact with various government and regulatory agencies and state-owned enterprises. We value our excellent relationships with governments and will work fairly and honestly with them. Dealing with government officials always requires special consideration and care — particularly when you are giving or receiving gifts and hospitality. Therefore, you are required to understand what you can or cannot do under the Gifts, Hospitality & Other Benefits section of this Code.

#### DEALING WITH GOVERNMENT OFFICIALS

You must never make any payment or provide any other thing of value (including gifts, hospitality, or promises or offers to provide anything of value) directly or indirectly to a government official for the purpose of obtaining or retaining business or securing an improper advantage.

You must also never make any facilitation payments to government officials or employees to expedite routine government actions they are already bound to perform, e.g. processing papers. These are also known as "grease" payments.

#### **EXAMPLES OF GOVERNMENT OFFICIALS:**

- Any official or employee of a government hospital or government healthcare institution (e.g. procurement officer)
- Any official or employee of a government agency or regulatory authority (e.g. Ministry of Health, Customs, Tax, Food and Drug Administration, etc.)
- · Any political candidate or member of a political party.
- Any government official acting in that capacity for a commercial enterprise.

#### WHY IS THIS IMPORTANT?

It is Company policy to comply with all applicable laws and regulations on contact and dealings with government officials and to adhere to high ethical, moral and legal standards.

#### NEVER:

- · Improperly record any payments to government agencies.
- Use third parties, consultants or agents to accomplish what we cannot do legally or properly.

## A supplier sent you a Christmas hamper to thank you for purchasing goods and services from them. What should you do?

A: All third parties are to be reminded of our No Acceptance of Gifts policy. In this case, you should politely decline and return the hamper to the sender.

Gifts, hospitality or other benefits provided to commercial parties can also be illegal

Any form of gifts from third parties must be politely declined

### GIFTS, HOSPITALITY & OTHER BENEFITS

Make sure gifts are politely declined and gift giving is approved

In order to maintain our ethical standards and meet our obligations relating to anticorruption and anti-bribery laws, all employees must ensure that gifts, hospitality and other benefits are not given to inappropriately influence our interactions with third parties. You must never give or request anything of value which might influence (or even appear to influence) the bona fide business relationship between you and another party.

In addition, it is Interthai policy that accepting gifts from third parties is strictly prohibited.

We recognize that giving gifts and hospitality is often a common business or cultural practice intended to strengthen and build long term relationships. Giving common courtesies (such as an occasional and inexpensive business meal or non-monetary gift of a nominal value) to customers, clients, suppliers, sub-contractors and other parties you do business with is permitted in certain situations.

All gifts and hospitality must be:

- · Reasonable in value
- Infrequent in nature
- Transparent and open
- Not given to influence or obtain an unfair advantage
- Respectful and customary

Cash or cash equivalents (e.g. gift cards, certificates and coupons) should never be given or received.

Corruption is illegal and subject to criminal penalties. You must not give any bribes, kickbacks or other benefits to any person or company to attract or retain business.

These guidelines apply to both commercial, government and state-owned enterprise relationships. Relationships with governments always require special consideration and care, so ensure that you understand your responsibilities and local laws and regulations.

Fees, commissions and other amounts paid to outside consultants, agents or other third parties must never be used with the intent to circumvent these guidelines.

Stricter rules are applied regarding gifts and hospitality provided to healthcare providers such as the prohibition of giving gifts to healthcare providers.

Contact your manager or Compliance Officer if you have any questions or concerns about a gift, hospitality or other benefit, or this guideline.

- My sister is a part owner of a packaging material company bidding for Interthai business. Is this ok?
- Your sister's company may bid for our business. However, you must disclose this relationship to your manager and not be involved in the bidding selection process.



You have a responsibility to avoid situations where your personal interests interfere with Interthaiinterests

### CONFLICTS OF INTEREST

Always avoid conflicts of interest

Occasionally something may occur that causes conflict between your interests and those of Interthai It is important for you to understand situationswhere this can happen and how to deal with them.

You are expected to avoid situations that may conflict with the interests of Interthai A conflict of interest can occur when your personal interests interfere in any way, or even appear to interfere, with the interests of Interthai In other words, you must not take advantage of your employment with Interthai for personal gain, or take any actions or have any interests that make it difficult for you to perform your work objectively and effectively, or that interfere with your judgment in the course of your job.

If you think you may have a conflict, actual or potential, you must always discuss the details with your manager. Remember to always report a potential conflict of interest to your manager or HR and get any necessary approvals. We will work together with you to address the conflict and your concerns.

#### **EXAMPLES OF POTENTIAL CONFLICTS OF INTEREST:**

#### **INVESTMENTS**

Holding an investment (directly or indirectly) in a competitor, supplier, customer, distributor, client or other company that does business with Interthai that would appear to impair your judgement of whatis in Interthai best interest.

#### USE OF INTERTHAI PHARMA ASSETS

Using Interthai monies, facilities, equipment, know how or personnel for any other business or personal endeavors.



#### OTHER EMPLOYMENT/ SERVICES

You or a family member being employed, providing services to or representing a competitor, supplier, customer, distributor, client or other company that does or has the potential to do business with Interthai

#### GIFTS/HOSPITALITY/ THINGS OF VALUE

Accepting (directly or indirectly) anything of value from a competitor, supplier, customer, distributor, client or other company - particularly where the purpose is (or could appear to be) to improperly influence a business decision or relationship. Interthai strictly prohibitsthe acceptance of gifts from third parties.

#### PERSONAL RELATIONSHIPS

Conducting business with any competitor, supplier, customer, distributor, client or other company that is owned or controlled by a relative, family member or close friend. Also, hiring a relative, family member or close friend.

#### INTERTHAI PHARMA BUSINESS OPPORTUNITIES

Taking advantage of any business opportunity and competing with Interthai by providing services, purchasing or selling any property or diverting from Interthai any business opportunity in which Interthai has or is likely to have an interest.

### Can I raise money at work



for a political party?

Always ensure contributions to our community are given in an open and transparent manner

# POLITICAL & CHARITABLE CONTRIBUTIONS

#### Business not politics

To ensure we provide value, invest effectively, and do not make political or charitable contributions to gain improper advantages, this Code provides guidance on how these types of contributions should be made.

Interthai is committed to making a positive contribution in the communities where we do business. It can be very rewarding to participate in the civic life of your community, and we encourage you to do so. As part of that commitment, we maintain a corporate philanthropy program to support organizations and activities in those communities. We do not, however, support political candidates or parties, religious or fraternal organizations.

#### **POLITICAL DONATIONS**

No Company funds or services may be paid or furnished to any political party or any candidate for public office. Although employees are permitted to make personal contributions, the Company will not reimburse you for your own contributions.

#### **CHARITABLE CONTRIBUTIONS**

We support many charities with the aim of positively impacting the health and livelihood of people around Asia. All donations must be transparent and approved to ensure that our donations are given in a clear and open manner to those that need them most.

#### ALWAYS REMEMBER:







You should always be careful when you are asked to make a political or charitable contribution, and ensure that any such contribution is without improper intent to influence or obtain an unfair advantage.



I am going to make a comment on my Facebook or other social networking sites about some recent employees investigated for stealing company property.

Will I get in trouble?

Yes. Making public comments about company investigations under this Code is not allowed. This includes making comments in your own Facebook site.

Keep our information within the Company You are responsible for everything you post and everything you post will be a reflection of you and our organisation

## PUBLIC DISCLOURES

Only disclose with approval

Interthai public image is key to building trust with its employees, governments, clients, customers, other stakeholders, and the public. To ensure we maintain this trust, everyone needs to protect the Company's public image. It is therefore important that our public communications are carefully managed.

You are not authorized to speak on behalf of the Company in public. In addition, you are not allowed to publicly comment on the Company or issues related to our business without pre-approval from Corporate Communications. This restriction applies to:

- · Commenting in blogs, chatrooms or in social networking sites
- · Making comments in an open forum
- · Speaking with media or journalists

All requests for public comments should be referred to your manager.

You should also be aware that whilst this Code is a public document, issues that arise out of the Code (e.g. specific violations) are not public information and should not be disclosed outside of Interthal

#### SOCIAL MEDIA

Interthai has no desire to interfere with your social networking activities. However, where such activities adversely affect your job performance, or job performance of other employees or Interthai business interests and reputation, Interthai reserves the right to take appropriate action to protect Interthai reputation and interests.

Be aware that social media sites are increasingly monitored by clients, colleagues, customers and regulators alike.



#### **ENVIRONMENT**

Thinking about our future

Interthal believes it has an ethical responsibility to protect the environment and comply with environmental laws and regulations. It is important for us to reinforce that commitment in this Code.

We are committed to the protection of the environment as part of every decision we make. Responsible environmental actions are not only important to our clients, customers, and other key stakeholders, it is the right thing to do. Our goal is to avoid any situation that may lead to unacceptable environmental or health hazards for employees, the public or the environment in general.

In addition, environmental laws in various countries apply to our operations. We are all responsible for complying with both the letter and spirit of applicable environmental laws and regulations, including the proper use and disposal of materials and waste, including:

- Solid and hazardous waste management
- Toxic substance control
- Expired or damaged inventory

I visited one of our warehouses recently and an employee told me we are not destroying expired pharmaceutical inventory in accordance with local environmental requirements.

What should I do?



We are all responsible for complying with environmental laws and regulations that apply to proper destruction of expired inventories. You should contact your manager, your HR, your Compliance Officer or your General Manager.



Respect for the environment where we operate is good business



At a recent industry
conference, I met a former
colleague who now works
for a competitor. He began
talking about ways we could
reduce prompt payment
discounts, What should I do?

You should tell your former colleague to stop discussing this topic, as it could appear to be an attempt to restrict competition and violate competition laws. You should also tell your manager about your conversation immediately.

We must compete
on the merits of
our services and
not engage in
any form of
unfair competition

#### COMPETING FAIRLY

Compete fairly in the market

There are serious consequences for breaching competition laws, as well as damage to our reputation when we compete for business unfairly. It is essential that everyone understands how to behave when conducting Interthal business.

Competition laws prohibit business practices that interfere with free and open competition and can involve competitors, suppliers, distributors or customers. The Company is committed to obeying both the letter and spirit of these laws. We always will lawfully compete in the marketplace and our commitment extends to the rights of our competitors, our customers and the community.

These laws are complex and vary considerably from country to country. If you have any questions, you should always ask your manager and Legal.

#### **ALWAYS REMEMBER:**

\*

Never discuss with a competitor our trade terms on pricing, discounts, payments or collections.

\*

Never discuss with a client our pricing or discounts on another client's products. **(X)** 

Never divide up markets, territories or customers with a competitor.



Never restrict a customer from buying one product on the condition they must buy another. They must have the right to buy them separately. \*

Never gather competitive information in an unethical or illegal manner.



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A product manager of a client asked me about our distribution terms with them, but he is not a "delegated authority" member dealing with the distribution agreement. Should I tell him the terms?

No. Such information should not be shared with the product manager. Confidential information must be protected and shared with only those and in accordance with of the applicable

## who have a need to know the terms and conditions commercial agreements.

#### CLIENT, CUSTOMER & OTHER KEY RELATIONSHIPS

Protect these relationships, they are key to our success

It is important that everybody understands the importance of acting appropriately in our relationships with clients, customers and other stakeholders.

If your job puts you in contact with any Company customers (or potential customers), clients or other stakeholders, it is critical for you to remember that you represent the Company and its values. Act in a manner that always creates value and helps to build relationships based on trust. We have provided healthcare services for many years and built up significant goodwill over that time. This is one of our most important assets and Company employees must act to preserve and enhance our reputation.

Clients, customers and other stakeholders are critical to our future. To create an environment where they have an incentive to work with the Company, they must be confident that they will be treated lawfully and in an ethical manner.

#### ALWAYS REMEMBER:



Treat all parties fairly and with respect, always try to create trust in all relationships.



Never attempt to influence clients, customers or other stakeholders in any way with a corrupt intent.



Protect the confidential information of clients, customers and other stakeholders.

Always act in a manner that builds a relationship based on trust and integrity

## Our Account Manager for client "A" asked me about the pricing terms for client "B". Can I give him the information?

No. Such information would be confidential to client "B" and must be protected.



Protecting third party information is just as important as protecting Interthal information

# PROTECTING CONFIDENTIAL INFORMATION

Information is our competitive advantage

Confidential information is vital to our business and third-party relationships. This Code provides guidance on what it is and ways to protect it.

#### WHAT IS CONFIDENTIAL INFORMATION?

Confidential information is information about Interthal that is not generally known or reasonably ascertainable. Often it has commercial value for the Company's business and provides an advantage over our competitors.

#### **EXAMPLES OF CONFIDENTIAL INFORMATION**

- Strategies
- Budgets
- Business Processes
   & Information Systems
- Intellectual Property
- Trade & Price Discounts
- Policies & Procedures
- · Distribution Margins
- Trade Secrets &
   Service Capabilities
- Sales Data
- Credit Terms& Payment/Collections Methods
- Pricing & Costing Information
- Marketing Information
- Contractual Terms
   Other Sensitive
   Commercial Information
- Employee Salaries
   & Compensation

All employees are responsible for making sure adequate safeguards are in place to prevent the unauthorized disclosure or loss of confidential information.

We must protect confidential information we receive from third parties in the same way as we protect our information - as sensitive and not for general dissemination.

Contact your manager concerning any confidentiality breaches or if you have any questions about handling confidential information.

#### ALWAYS REMEMBER:



Only disclose
confidential information
to other employees
who need to know
such information

\*

Don't encourage employees of a competitor, client, customer or supplierto disclose confidential information



If you hire a former employee of a competitor, client, customer or supplier, or work with someone who used to work for one of these parties, don't ask the person to improperly disclose confidential information



Never try to acquire the confidential information of others

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What should I do if
I accidently lose my
USB thumb drive which
contained a patient's
Personal Information?

Report the incident immediately to the Data Privacy Officer in your country, as well as your direct supervisor.

Storage of Personal Information on portable devices is prohibited unless there is an approved business need and the Personal Information has been password-protected or encrypted.

Always protect
Personal Information
as though your own
information were
being used

## PRIVACY OF PERSONAL INFORMATION

Keeping our promise to individuals' privacy

We have clear responsibilities to protect and preserve the privacy of Personal Information gathered from , consumers, clinical trial subjects, clients, customers and employees. The highest standards of integrity must be applied when handling Personal Information.

We and our business partners are all accountable for protecting Personal Information and for processing them only within the boundaries of applicable laws and Interthai policies and procedures.

#### WHAT IS PERSONAL INFORMATION?

Personal Information (sometimes referred to as personally identifiable information) is information that is about, or can be related to, an identifiable individual. Some examples of Personal Information:

- Name
- Gender
- · Date of birth
- Telephone number
- · Home or email address
- Passport or ID card number
- Medical history
- Prescription history
- Physician notations
- Genetic information
- Purchase history
- Bank account details
- Marital status
- Racial or ethnic origin
- Religious beliefs
- Offences or criminal convictions

We must make sure we comply with local laws whenever we collect, store, use, disclose and destroy Personal Information.

#### ALWAYS REMEMBER:



Information strictly confidential and only use or disclose it in accordance with applicable laws and regulations and, when necessary, only after giving notice or obtaining the individual's consent.

Keep Personal



Collect Personal
Information only for
legitimate business
purposes and keep it only
as long as necessary.



Take precautions to safeguard Personal Information.



Properly destroy records containing Personal Information.



Personal Information should not be disclosed to third parties except when we have the individual's permission or there is a legal reason to require otherwise.



Copying Personal
Information (hard or soft copy) or transferring/ storing Personal
Information on portable devices is prohibited unless there is an approved business need and the Personal
Information has been password protected or encrypted.



Share Personal Information only with individuals who have a legitimate need for it and will protect it properly.

- I am aware that one of our major clients is in the final phase of a clinical trial in preparation to launch a new product. Can I ask my wife to buy their shares?
- No. If you are aware of inside information about a client, you cannot use it to your personal advantage, or pass the information to others, such as relatives or friends, for them to profit on their behalf or your behalf.



You may not use 'inside' information to trade securities for your personal benefit

## TRADING ON INSIDE INFORMATION

Trading on inside information is illegal and applies to all Interthai employees

It is important for us to provide guidance on trading on inside information in this Code because it can result in you being subject to civil or criminal actions, and damage Interthai public image or its relationships with third parties.

During interactions with clients, customers, and other third parties, you may obtain material non-public or "inside" information that is commercially sensitive. Keep in mind that securities laws apply to everyone, not just employees of public companies. If you come into possession of inside information, you cannot profit from it by buying or selling securities yourself based on such inside information, nor can you pass on the information to others for them to profit themselves or to profit on your behalf.

#### INSIDE (MATERIAL NON-PUBLIC) INFORMATION

Information about a company that is not known to the general public and that a reasonable investor would consider important in making a decision to buy, sell or hold the company's securities. It may include information that something is likely to happen or even just that it may happen.

#### WHAT MIGHT BE CONSIDERED INSIDE INFORMATION?

- Projections of future earnings or losses.
- · Anticipated growth rates.
- Negotiations, discussions, and agreements regarding significant acquisitions, orders or strategic relationships.
- · Changes in management.
- · Significant new products and product launches.
- Clinical trial results
- The gain or loss of a substantial customer or client.
- $\bullet \quad \text{Information regarding securities offerings or other financing activities.} \\$

#### WHAT HAPPENS IF I TRADE SECURITIES BASED ON INSIDE INFORMATION?

Trading on the basis of inside information, or passing inside information to anyone else who trades (even if you receive no financial benefit), is a crime and can result in significant fines and/or imprisonment. Inside trading rules are strictly enforced. You may also be subject to disciplinary action by the Company, including termination of employment.

#### INTERNATIONAL TRADE REGULATIONS

Comply with applicable international trade regulations and export controls laws

In conducting business, international trade regulations or restrictions may be applicable to our business relations including but not limited to sanctions, debarment and exclusion. Interthai therefore commits to comply with all applicable international trade regulations and restrictions on engaging in business with persons, entities or countries that are subject to sanctions or are listed on national or international sanction lists.

We must ensure that our employees and any persons or entities acting on our behalf check before forming any business relationship to avoid entering into business with or involving sanctioned individuals, entities or countries.

When in doubt whether international trade regulations apply to an business, consult with your manager and Legal

- Why do we need to comply with International Sanctions and Embargoes?
- A: Sharing or shipping controlled items with people or companies from certain countries may require special licenses or may be prohibited altogether, and shipment of products to certain countries can be illegal.

Always remember to check international regulations before conducting business



During a tour of our

warehouse, a client's

handle this situation?

employee started to smoke

a cigarette. How should I

Smoking is not allowed in

politely ask the client's

employee to put out the

cigarette and explain that we have a no smoking policy

in the warehouse to protect

our warehouses. You should

## SAFEGUARDING PROPERTY & INVENTORY

Company property and physical inventory under our care "is" our business

Company property and physical inventory must be protected against loss. This Code outlines what you need to do to safeguard them.

Protecting Company property and physical inventory under our care is a key fiduciary responsibility of every employee, agent and sub-contractor.

Everybody is responsible for the proper use of Company property, both tangible and intangible, and should use them only for legitimate business purposes. Tangible property and inventory include, but are not limited to, our distribution branches, pharmaceutical and other health-care related inventory, equipment, hardware systems, etc. Intangible property includes, but is not limited to, software supporting Manufacturing and quality control warehouse systems, order fulfilment systems, emails, trade secrets, copyrights and trademarks, policies and procedures, etc.

Everybody must also safeguard Company property as well as physical inventory against loss, damage, misuse or theft.

Unauthorized alteration, destruction, use, disclosure, or distribution of Company property and physical inventory is a violation of this Code.

### our property, inventory and health of employees.

Company property
and physical inventory
are to be used for the
Company's business,
not for yourself or
your family

#### **OUR EXPECTATIONS ARE THAT:**

- You will comply with the levels of physical and systems' access controls that have been granted to you.
- You will exercise care for any Company property or physical inventory and use it responsibly.
- You will take prudent precautions to protect any Company property or physical inventory from theft or damage.
- You will never make use of unauthorised copies of official Company documents.
- · You will never make or use illegal or unauthorized copies of any software.
- You will use all electronic communications, including email, text and instant messages, in a legal, ethical and appropriate manner.

# FINANCIAL REPORTING & RECORDS

The accuracy and integrity of our Company records is essential

Interthai must have sound financial records and statements in order for management to make informed decisions and to meet the reporting and disclosure requirements of certain stakeholders. Our high-level expectations of how this should be achieved are set out in this Code.

We require that all transactions be properly recorded in accordance with the Company's accounting policies and all applicable laws and regulations. Employees must maintain records that are accurate, honest and represent the facts. You must never provide or enter information in the Company's books or records that intentionally misleads, misrepresents, misinforms, omits, or disguises the true nature of any transaction or result.

You are also expected to fully cooperate with independent and internal auditors and should immediately report any suspected violations or concerns to your manager.

I have met my sales quota for the third quarter. A co-worker in Accounting tells me that I can move my remaining sales for this quarter to the next quarter. Is this okay? It is still the same amount of revenue for the year.

This is not acceptable.

Maintaining the accuracy and integrity of the nature of all revenue should never be compromised, as this may affect the manner in which management make decisions regarding the business.

Never mislead,
misrepresent, omit
or disguise the
true nature of a
transaction or result



#### DO THE **RIGHT THING**

As Interthai approaches its five decade century, we recognize what has led us to our current position of healthcare leadership and trust: Our relentless commitment to do the right thing for our employees, clients, customers, communities and other stakeholders.

Our key value of unwavering integrity in every relationship we have and action we take is a beacon to everything we do. Use this Code of Conduct to help you make the right decisions. Whenever in doubt or unsure in what to do, use the resources listed in the Code of Conduct to help you navigate uncertainties.

Wherever we are located, we operate as a team, an Interthai team. We face our challenges, overcome obstacles, celebrate our successes together. Collaborating and supporting each other -Employees, Clients, Customers, Business Partners, Communities and other stakeholders. That is how we succeed.





This Code of Conduct has been reviewed and approved by

Interthai pharma Board of Directors.

The March 1, 2021 version supersedes all existing version.

#### **VERSION CONTROL**

FIRST VERSION	JANUARY 2010
SECOND VERSION	OCTOBER 2014
THIRD VERSION	JUNE 12, 2015
FOURTH VERSION	MARCH 1, 2021
FIFTH VERSION	JUNE 24, 2025

Concerns regarding potential conflicts between a provision of this Code and local law should be escalated to the Compliance Officer assigned to your business or contact <a href="mailto:IPML-COC@pharmaindustries.com">IPML-COC@pharmaindustries.com</a> on your queries.

Translated versions of this Code have been prepared for our employees. However, please note that in the case of any ambiguity or conflict, the English version prevails.



Your Market Partner in Manufacturing