Diversity & Inclusion

Best Practices

Good Governance Department • Sustainability, Good Governance and Corporate Communications Office • Charoen Pokphand Group

CPGCG-13DIVER-EN-20191030

Page **1** of **3**

Diversity and Inclusion Best Practices

1. Overview

Diversity and inclusion is all about realizing the value of our employees' differences and turning them into strengths, while also ensuring that every employee from diverse cultures and backgrounds are accepted, equally treated and free from discrimination. Employees feel empowered and enjoy working in a diverse environment, resulting in increased morale, work performance, professional growth, and job satisfaction. Collectively this will drive further innovation, improve overall decision-making and ultimately result in sustainable growth.

This document serves as an addendum to the "Human Rights and Labor Practices Policy and Guidelines" and is written to foster a diverse and inclusive workforce, ensuring that all rights indicated in this document and said policy apply to all Charoen Pokphand Group employees at all levels, to the extent as applicable by local laws and practices where Charoen Pokphand Group operates.

2. Best Practices

2.1 Diversity Management

2.1.1 Attracting diverse applicants

Companies should:
- Use only gender-neutral language in job descriptions and job responsibilities to diversify their candidate pools.
- Evaluate initial applicants only on their experience, skill, and qualifications to ensure they are the most suitable for the position, and without judging based on unrelated qualities.
- Publicly promote diversity and inclusion-related activities to attract diverse applicants.

2.1.2 Providing Inclusive Career Development Opportunities

Companies should:
- Implement evaluation standards, equal pay practices, transferring and promotion opportunities for employees without discrimination
- Provide employees with equitable access to career advancement and professional development opportunities.

2.2 Diversity and Inclusion-related Communications

Companies should:
- Include diversity and inclusion topics as part of onboarding, as well training programs to educate and encourage employees to appreciate differences between cultures and backgrounds.
- Have management involved in company media showing support for diversity and inclusion in the workplace.

2.3 Fostering a Diverse and Inclusive Culture

Companies should:

- Apply gender-neutral language and terms in written standards and documentations.
- Apply workplace rules and practices that protect every individual employee without discrimination.
- Prevent discrimination in team-based discussions and decision-making, to include all voices and opinions from different perspectives.
- Maintain open line communications with employees to ensure that everyone has access to voice their opinions or any grievances against discrimination.

3. Glossary

Discrimination
Refers to any different treatment or distinction or special treatment to an individual or group of people based, but not limited to, personal characteristic on race, nationality, color, ethnic, religion, social status, gender, age, physical features or disability, political beliefs and marital status.

Diverse people
Refers to people with differing backgrounds, characteristics or cultural upbringings. Diverse people means the inclusion of, but are not limited to, the following:

- Ethnicity– Refers to a person's social or cultural identity. For example, Thai, Chinese, Russian and American.
- Race– Refers a person's physical characteristics, based on descent or heredity. For example, Caucasians, Africans and Asians.
- Religion– Refers to a person's faith or belief system. For example, Buddhism, Islam, Christianity, and Atheism.
- Disability – Refers to a person's physical or mental impairment, For example, people with missing limbs, autism and HIV/AIDs.
- Gender – Refers to the person's biological sex, which is male or female.
- Sexuality – Refers to the person's sexual orientation and gender identity, including LGBT people(Lesbian, Gay, Bisexual and Transgender).
  - Sexual orientation **-** Who a person is sexually or romantically attracted to; they can be of the opposite gender, the same gender, or both.
  - Gender identity **-** How an individual sees their own sex; this can be the same as the sex they are assigned with (cisgender) or differ (transgender).

Diversity
Refers to different values, attitudes, cultural perspectives, beliefs, ethnic background, nationality, sexual orientation, gender identity, ability, health, social status, skill and other specific personal characteristics.

Inclusion
Refers to valuing the differences between people with different identities, where employees feel valued and welcomed within the workplace, and where all parties are treated fairly and equally.