



## **Human Rights Policy and Practice**

### **MK Restaurant Group Public Company Limited**

#### **1. Intent**

MK Restaurant Group Public Company Limited (“the Company”) is committed to respecting human rights. The Company intrinsically recognizes inherent human rights, dignity, and equality, and therefore adheres to personnel equality and equitability without discrimination. In addition to respecting human rights, efforts to enforce international standard labor practices extend to include occupational human rights and labor practices of personnel, customers, suppliers, communities, and all stakeholders along the value chain in accordance with international guidelines, including the United Nations Universal Declaration of Human Rights (UNDHR) and labor laws.

#### **2. Objective**

The Human Rights Policy (“Policy”) seeks to provide a working model that ensures the Company conducts business operations responsibly and respectfully regardless of affiliated party. This may include employees, suppliers, contractors, customers, communities, and external stakeholders.

#### **3. Scope and Implementation**

The policy applies to all subsidiaries and entities of the Company in all territories of corporate operation, encompassing subsidiaries and affiliates in which the Company has vested interests. It applies to personnel working on behalf of the Company, comprises permanent employees or contracted employment, employees with disabilities, apprentices, interns, students within Dual Vocational Education Program, consultants, contractors, managers, and company directors.

#### **4. Human Rights Guidelines**

##### **4.1 Respecting Human Rights**

###### **4.1.1 Non-Discrimination and Equal Opportunity**

The Company recognizes the importance of individuality and diversity in business affiliates and therefore strives to provide equal opportunities for all employees in terms of recruitment, hiring, development, training, remuneration and promotion. Accordingly, job promotion appointments proceed under the basis of transparency and fairness centered on qualifications, skills, contributions, and experience. The Company maintains work conditions free from discrimination or harassment regardless of gender, race, color, origin, religion, age, disability, sexual orientation, gender identity and expression, political opinion or other relevant status protected by law. The Company respects the rights of employees and stakeholders, utilizes fair practices, and accepts diversity in the

Company's operations. Employment-related decisions spanning from employment to dismissal and retirement must comply to legal and non-discriminatory criteria.

#### 4.1.2 Forced labor

Actions relating to committing or encouraging the use of forced labor in any form is not tolerated. Such actions include various coerced work or pressured activities from any person, by implementing penalties, resulting in the target person performing non-voluntarily or without free will. This includes actions and the conception of a work atmosphere encircled by intimidation, hostility inclusive of physical or verbal or mental injustices, and written harassment. Furthermore, financial penalties or confiscation of any employee identification is not tolerated, unless such actions comply with legal requirements. Actions immoral in nature or deemed as sexual harassment, regardless of being verbal or non-verbal, towards other personnel including acts of harassment and indecency which may cause grievances, discouragement or shame are not acceptable.

#### 4.1.3 Working hours, minimum wage, and benefits

The Company determines the wage rate, working hours, overtime work and employee benefits in strict accordance with relevant laws and compensates employees fairly. Remuneration paid to employees must comply with all applicable wage laws and must include employee entitled benefits. The Company ensures that all employees are entitled to annual sick leave and holidays; therefore, employees realizing such leave must not be fired or threatened with termination. The employee must receive notification and severance pay in accordance with labor law in the event of employment termination given that the employee did not commit offenses against the Company or were entitled to retirement.

#### 4.1.4 Prohibition of illegal child labor

The employment of child labor under the stipulated legal age, including the employment of child labor to positions deemed unsafe due to work characteristics and environment conditions are prohibited. Unsafe work is further defined under labor law specifying harm to health, safety and development anomalies affecting compulsory education and the employment of child labor under overtime work conditions or work during the holiday period.

#### 4.1.5 Labor, occupational health and safety standards

The Company provides employees with a safe working environment and promotes good health through appropriate work scheduling and compliance with applicable laws and regulations regarding occupational health and safety. Throughout the epidemic, employees are provided with protective equipment and relevant training to ensure their respective safety and well-being. The Company focuses on maintaining a good working environment by reducing risks of accidents, injuries, and health-related risk factors.

#### 4.1.6 Freedom of expression

The Company will not take any action to restrict the right to freedom of expression or participation in political activities that constitute personal rights and opinions. In this regard, the Company's name

must not be claimed, and the Company's assets are not to be used for the benefits of any political action.

**5. Grievance Procedure**

To be proceeded in accordance with the Whistle Blowing Policy.

**6. Policies and Related Documents**

1. Code of Conduct
2. HR Rules and Regulations
3. Occupational Health and Safety Regulations
4. Whistle Blowing Policy
5. United Nations Universal Declaration of Human Rights (UDHR)

This policy was effective from January 1, 2022 onwards.