

Intellectual Property Policy
SCG Decor Public Company Limited

Proceeding from the Board of Direction's resolution to approve the intellectual property policy for the first time at the Board of Directors' 200th meeting (4/2022) on December 1, 2022, the Board endorses the use of continuous policy on June 9, 2023, on the condition that the policy will only be implemented once the company has converted into a public limited company.

SCG Decor Public Company Limited ("the Company") acknowledged the importance of intellectual properties which is the tool for creating technological advancements. The Company considers intellectual properties to be valuable assets in which the employees must protect and prevent from being used or published without permission. The Company believes in respect and compliance of others' intellectual property policies. The Board deemed appropriate to set its own intellectual property policy as a guideline for employees to abide by.

1. Definitions

1.1 Intellectual property includes: patents, petty patents, copyrights, trademarks, trade secrets, knowledge, integrated circuit diagrams, geological indications, and any rights or information related to the mentioned items.

1.2 SCG Decor refers to SCG Decor Public Company Limited and its subsidiaries according to the consolidated financial statements.

1.3 Employee refers to permanent employees under employment contract, probationary employees, as well as employees under special employment contract, who are affiliated with SCG Decor in any country in which business is conducted.

1.4 Business stakeholder refers to a person, a group of people, or any legal entity that has a business relationship with SCG Decor whether it is the government, government entities, state enterprises, or private sector organizations.

2. Purpose

2.1 Ensuring that SCG Decor employees and organizations are informed of the policy and work process relating to intellectual properties and act accordingly.

2.2 Ensuring that the stakeholders are informed of the policy and work process relating to intellectual properties. SCG Decor hopes that the stakeholders would use SCG Decor's policy as a guide in their own business operations.

3. Policy scope

This policy is applied to all SCG Decor employees and organizations.

4. Basic principles

SCG Decor's Intellectual Property Policy must be on the basis of the following basic principles:

4.1 SCG Decor adheres to the laws and the Principles of Corporate Governance in intellectual property management.

4.2 SCG Decors encourages technological inventions and the sustainable use of innovations.

4.3 SCG Decor uses a reward system to promote employees' participation in creating intellectual properties.

5. Organizational structures

SCG Decor has appointed an organization to manage intellectual properties and the related laws, to promote intellectual property management.

6. Raising awareness of intellectual properties

6.1 SCG Decor encourages educating employees on intellectual properties.

6.2 SCG Decor employees must be knowledgeable about intellectual properties in order to create understanding and to put into practice efficiently.

7. Intellectual properties and innovations

7.1 SCG Decor employees must respect other's ownership of intellectual property.

7.2 SCG Decor values using intellectual properties as a tool for innovating.

7.3 SCG Decor holds the ownership of intellectual properties — whether legally protected or not invented by the Company's employees, as listed below:

- (1) Inventions under a contract or an employment contract with the purpose of making inventions, unless the contract states otherwise.
- (2) Inventions made by methods, statistics, or reports of which the employees may use or come to knowledge of, due being under an employment contract — whether or not the contract is related to making inventions.

7.4 SCG Decor remunerates employees to promote innovation and to create fairness according to the law and regulations.

8. Intellectual property protection

8.1 SCG Decor arranges proper protection for intellectual properties.

8.2 SCG Decor employees must cooperate and support in maintaining the rights and requesting for rights protection of SCG Decor.

8.3 SCG Decor employees must understand and act accordingly to the process of protection trade secrets and related policies.

8.4 SCG Decor employees are responsible for exhibiting law protected rights according to the types of intellectual property on the works, products, services, logos, and advertisements.

9. Utilization of intellectual property

9.1 SCG Decor encourages proper utilization of intellectual properties according to business circumstances.

9.2 SCG Decor arranges for an evaluation of intellectual properties' values for the advantage of licensing or transferring rights to individuals or agencies, both those that are affiliated with SCG Decor and those that are not.

9.3 SCG Decor establishes guidelines and procedures relating to approval in exercising the rights of transferring, purchasing, or sale of intellectual property rights, including commercial use in other forms for the benefit of intellectual property management, as to be consistent with business strategies, research, and business planning.

10. Intellectual property tracking and audit, and law enforcement

10.1 SCG Decor has established a tracking and audit process of intellectual properties and services in order to take appropriate action to prevent any damage to business and reputation of SCG Decor and any other party.

10.2 SCG Decor will take appropriate action according to law if violations or actions that may lead to infringement of intellectual properties were found.

10.3 SCG Decor employees are to cooperate and support the tracking and audit process of intellectual properties and services according to item 10.1.

11. Cooperation between SCG Decor and stakeholders

Employees are required to consider matters of intellectual properties related to contracts and agreements according to each type. Examples of contracts or agreements on intellectual property that might be stated in contracts or agreements, such as confidentiality, appropriate information disclosure, ownership of intellectual property, as well as exercising intellectual property rights and benefit sharing.

This policy is effective from June 9, 2023 onwards