

Nova Organic Public Company Limited 190/4 Moo 8, Naikhlongbangplakot, Phrasamutchedi, Samutprakan 10290 Tel +66 (0) 2-417-1130 Tax ID : 0107564000201

-Translation-

Corporate Governance Working Team Charter

1. Objective

The Board of Directors has established the Corporate Governance Working Team Charter to define the composition, scope of duties and responsibilities and operational frameworks as assigned by the Board. This will allow the Corporate Governance Working Team to supervise and give guidelines to be aligned with the Company Good Corporate Governance Principle, Code of Conduct in a transparent and appropriate manner, enabling confidence and creditability for all stakeholders.

2. Composition and Qualification

- 2.1 The Corporate Governance Working Team shall comprise at least three (3) members.
- 2.2 Members of the Corporate Governance Working Team shall hold office for a term of three years. The retire by rotation members may be re-appointed by the Board.
- 2.3 Apart from the vacancy upon the expiration as aforementioned (2.2), a member of the Corporate Governance Working Team shall vacate office when he/she retires from being a director/employee, resigns or being terminated by the Board. The Board shall fulfil the vacancies by electing a person who is fully qualified as a substitute member of the Corporate Governance Working Team so that the number of the Corporate Governance Working Team members remains in full. The substitute member shall hold office for the remaining term of office of the member whom he/she replaces.

3. Scope of Duties

- 3.1 Establish the corporate governance policy, business ethics and code of conduct to be aligned with standard and good corporate practices and present to the Board of Directors for approval.
- 3.2 Monitor the implementations, provide recommendations to the Board of Directors, review the policy in reference to the Company Good Corporate Governance, Code of Conduct and Code of Business Ethics, as well as international practices.
- 3.3 Perform other tasks assigned by the Board.

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บริษัท โนวา ออร์แกนิค จำกัด (มหาชน) 190/4 หมู่ที่ 8 ตำบลในคลองบางปลากด อำเภอพระสมุทรเจคีย์ จังหวัดสมุทรปราการ 10290



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4. Responsibilities

The Corporate Governance Working Team reports directly to the Board of Directors to perform and be responsible to the designated tasks. The Working Team also takes responsibilities of the Company's operation to external parties which the Company conducts businesses.

5. Meeting

- 5.1 The meetings of the Corporate Governance Working Team shall be held at least once a year and may invite member of management or employees concerned to attend the meetings to provide opinions or submit necessary and/or relevant documents as deemed appropriate.
- 5.2 At a meeting, the quorum for the Corporate Governance Working Team must be at least two-third (2/3) of the number of the Working Team.
- 5.3 A member of the Working Team who has a conflict of interest must be abstain from voting on such matter.
- 5.4 Each Working Team member is entitled to one vote and decisions shall be made by majority vote of Members present. In the event of tied vote, the Chairman of the meeting shall have a casting vote.

6. Reporting Procedures

The Corporate Governance Working Team shall report to the Board on its proceedings after each meeting and publish the report with signature of Chairman of Corporate Governance Working Team in form 56-1 One Report of the Company.

7. Review and Amendment

The Corporate Governance Working Team shall annually review and reassess this charter as it deems appropriate and present to the Board of Directors for approval.

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8. Effective date

This Corporate Governance Working Team Charter has been approved by The Board of Directors Meeting No.1/2021 effective from 12 July 2021 onwards.

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(Ms. Haruethai Sirisinviboon) Company Secretary (Mr. Prakit Tangtisanon) Chairman of the Board

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