

ACCEPTANCE AND GIVING OF GIFTS, RECEPTION, ENTERTAINMENT, OR OTHER BENEFITS POLICY

Gifts, reception, entertainment, or other benefits are acceptable when they:

- 1. Are undertaken properly, openly, and transparently on behalf of PLANB.
- 2. Conform to moral principles, laws, and protocols of PLANB, government agencies, state enterprises, and related agencies.
- 3. Suit each locality's circumstances, festivals, and customs.
- 4. Are not pretexts for corrupt practices.
- 5. Do not lead to conflicts of interest (Personal versus PLANB's).
- 6. Gifts, reception, entertainment, or other benefits must not be accepted or offered, directly or indirectly, if they affect PLANB's businesses.
- 7. Should employees fall under life-threatening circumstances or feel so, they may consider paying money or other benefits provided that they prepare written documents afterward for reporting to superiors and Internal Audit, with clearly and factually recorded objectives and nature of payment.

- Pinijsorn Luechaikajohnpan -(Pinijsorn Luechaikajohnpan, Ph.D.) Authorized Director