



Plan B Media Public Company Limited

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RESPONSIBILITY FOR THE COMPANY'S ASSETS POLICY

1. PLANB employees must keep assets functional and protect them against damage or loss.
2. If the assets under the responsibility of an employee or any person are damaged or lost, that person must take joint responsibility with the company as stipulated by the company's rules, regulations, and policies.
3. PLANB employees must use the company's assets for business with economy and awareness of the value for maximum benefit, taking into account environmental protection and energy conservation.
4. PLANB personnel must not unduly exploit any of PLANB's assets for personal or others' gains, directly or indirectly, or unlawfully use them.
5. On leaving PLANB, all employees must return assets used in their business including the information used for work, results of work, and inventions to the company, in any form it was kept. Moreover, they must not record, copy, or photocopy the information for dissemination or for personal gains without PLANB's consent.

- *Pinijorn Luechaikajohnpan* -
(Pinijorn Luechaikajohnpan, Ph.D.)
Authorized Director