



SCOPE OF POWERS, DUTIES, AND RESPONSIBILITIES OF THE CHIEF EXECUTIVE OFFICER

Neo Corporate Public Company Limited

**Scope of Powers, Duties, and Responsibilities of
the Chief Executive Officer (CEO)**

- (1) The CEO must oversee, manage, proceed, and perform regular business duties for the benefit of the Company in compliance with the policies, visions, goals, business plans, and budgets determined by the Executive Committee and/or the Board of Directors and/or as assigned by the Executive Committee and/or the Board of Directors.
- (2) The CEO must ensure that the Company's business policies including work plans and budgets are prepared and delivered for the Board of Directors approval. The CEO must report on the progress of the approved plans and budgets to the Board of Directors on a regular basis.
- (3) The CEO must ensure, or define management authorities to ensure, efficient and effective operations in accordance with the policies, work plans, and budgets approved by the Board of Directors based on systematic internal control and regular risk management.
- (4) The CEO may approve the Company's entering into any contracts and/or transactions relating to the Company's ordinary business operations (such as sale and purchase transactions, investments or co-investments with other persons for ordinary business transactions of the Company and for the benefit of the Company's operations in accordance with its objectives) within the financial limits set out in the Authority Limits manual or as determined by the Executive Committee and/or the Board of Directors.
- (5) The CEO may approve the drawdowns from the credit facilities that the Board of Directors has approved to have with financial institutions within the financial limits set out in the Authority Limits manual.
- (6) The CEO must oversee the financial, marketing, human resource management and other operations overall to ensure that they comply with the Company's policies and operation plans established by the Executive Committee and/or the Board of Directors.
- (7) The CEO may appoint advisors in various fields that are necessary for the Company's operations within the authorities and financial limits set out in the Authority Limits manual or as determined by the Executive Committee and/or the Board of Directors.
- (8) The CEO must ensure that investment opportunities in new potential projects are appropriately and completely studied in terms of both technical and financial aspects for decision making.
- (9) The CEO must monitor, check, and control the overall operations of the Company and its subsidiary company to ensure their good performance in accordance with the goals, and report the same to the Executive Committee and the Board of Directors on a quarterly basis. The CEO must also find opportunities to improve for a better performance.
- (10) The CEO must be a leader and behave to set an example in accordance with the Company's Code of Conduct and Business Ethics. The CEO must also support, oversee, and monitor the management to ensure that it is in line with the Sustainability Management Policy and in compliance with the Anti-Corruption Policy.
- (11) The CEO has a role in determining the agenda of the Board of Directors' meetings to ensure that important matters are included as agenda items of the Board of Directors' meetings.

- (12) The CEO must oversee to ensure that the Company has appropriate internal control operating systems as per the guidelines assigned by the Audit Committee and/or the Board of Directors.
- (13) The CEO must oversee to ensure that the Company has appropriate risk management and control systems as per the guidelines assigned by the Audit Committee and/or the Board of Directors.
- (14) The CEO must establish rules, regulations, criteria, guidelines, requirements for the organizational structure with respect to the positions lower than the CEO, hire appoint, transfer, remove from position, and dismiss employees in positions lower than the CEO within his/her authorities set out in the Authority Limits manual or as determined by the Executive Committee and/or the Board of Directors (as applicable).
- (15) The CEO must determine the rates of wage, remuneration, reward, bonus and provide salary increment for the Company's employees in positions lower than the CEO and general employees under the framework and policies established by the Executive Committee and/or the Board of Directors (as applicable).
- (16) The CEO must issue orders, regulations, announcements, and internal records to ensure that the Company's operations are in accordance with the policies and are for the benefit of the Company, including maintaining discipline within the organization under the framework and policies established by the Executive Committee and/or the Board of Directors (as applicable).
- (17) The CEO must carry out other duties assigned by the Executive Committee and/or the Board of Directors. The CEO may also proceed any necessary actions in performing such duties.
- (18) The CEO may authorize any one or more than one person to carry out any actions on behalf of the CEO.

In this regard, the delegation of powers, duties, and responsibilities of the CEO must not be in the nature of the authorization or sub-authorization that allows the CEO or the persons delegated by the CEO to approve the transactions which they or the person who may have a conflict (as defined in the Notification of the Securities and Exchange Commission or the Notification of the Capital Market Supervisory Board) may have interest in, may derive benefit in whatever nature from, or may have any other conflicting interests with the Company or its subsidiary company, except for the transaction approvals that are in accordance with the policies and criteria approved by the meeting of the Board of Directors and are the approvals of transactions that are in the ordinary course of business and on general commercial conditions in accordance with the Notification of the Securities and Exchange Commission and/or the Notification of the Capital Market Supervisory Board and/or as prescribed by the Stock Exchange of Thailand and/or the relevant authority(ies).

This Scope of Powers, Duties, and Responsibilities of the Chief Executive Officer is effective from 31 August 2023 onwards.

(Mr. Virapan Pulges)

Chairman of the Board of Directors
Neo Corporate Public Company Limited