



Circular No. 166/2023

TOP Group Digital Policy

To assure that the governance, direction, and usage of digital technology of Thai Oil Plc (the Company/ Thaioil) and its subsidiaries, whose shares are directly and indirectly held by Thaioil more than 50 percent, are in line with international standard practices and other related laws regulations and policies, as well as to ensure the clarity of effective execution at the same level of standard, Thaioil identifies Digital Policy with details as follows:

1. Encourage all departments to comply with digital laws including rules, regulations, requirements of the organization and other relevant digital industry standards as well as cyber security policies, social networking policy and personal data protection policy;
2. Govern and manage digital technology throughout the organization according to the Principles for Good Governance of IT, to create values for the organization and stakeholders;
3. Promote Enterprise Architecture Governance and integration of digital technology in accordance with policies, strategies, and work processes to lead organization systematically.
4. Create transparency, confidence and sustainability in business operations using the Data Governance Framework to govern the stakeholders information as well as work processes to ensure quality, accuracy, completeness and availability of information management;
5. Promote the use of digital technology in business operations in order to maximize the benefit and ensure competitiveness;

6. Promote the implementation of digital technology in products and services deliveries to ensure standardization, satisfaction, proper value for stakeholders and efficient use of the annual budget;
7. Support the organization's business operations with Digital Sustainability by implementing information security and appropriate risk management to prevent impacts and mitigate potential losses to stakeholders, as well as identifying a digital emergency contingency plan to ensure the business continuity;
8. Promote development and procurement of products and services to create digital innovation with quality, safety and environmentally friendly (Digital Green) by assuring that all relevant stakeholders understand how to accurately and appropriately use digital products and services, as well as controlling, preventing, and reducing risks that may impact the environment;
9. Promote the development of Digital Competency for employees throughout the organization in terms of Mindset, Knowledge, Skills and Behavior in the digital aspect to be in line with and suitable for Thaipol and its subsidiaries;
10. Promote Digital Synergy management in accordance with the Company's strategy.

In this regard, it is the responsibilities of executives, employees, and contractors of Thaipol and Subsidiaries to support and comply with this policy.



(Mr. Bandhit Thamprajamchit)

Chief Executive Officer and President

15th September 2023