



Environmental Policy

Charan Insurance Public Company Limited

Creator	Reviewer and Approver	Approved by resolution of the Board of Directors of Directors No. 4/2567 Held on November 13, 2024
Ms. Munthana Peoungpathomporn Company Secretary	Mr. Sukich Charanvas Managing Director	Mr. Sopon Kluaymai Na Ayudhya Chairman of the Board of Directors
October 11, 2024		November 13, 2024



Document name Environmental Policy

Document No. POL-EV-Rev.02

Effective date November 13, 2024

Annual review history and/or revision of the previous document

Revision Date	Ref No. - Title of the previous document	Revision Details
February 22, 2024	-	New establishes
October 3, 2024	POL-EV-Rev.01	Enhance the content to be more concrete and add artwork to improve clarity



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Origins and Principles

On August 25, 2020, the Securities and Exchange Commission (SEC) and the Thailand Greenhouse Gas Management Organization (TGO) signed a memorandum of understanding (MoU) to promote greenhouse gas reduction efforts in the capital market sector, supporting Thailand's transition toward a low-carbon society. Although Charan Insurance Public Company Limited (the "Company") is not engaged in manufacturing industries that extensively consume natural resources in their production processes, the Company recognizes that its business operations still involve energy and resource consumption. Therefore, the Company is committed to complying with all relevant environmental and energy conservation laws and regulations. This commitment includes implementing measures to ensure efficient use of office energy and resources while fostering environmental awareness among directors, executives, employees, and all stakeholders.

Objectives

To encourage and promote participation among directors, executives, employees, and all stakeholders in conserving resources and the environment, while raising awareness of the need to reduce unnecessary energy consumption. These efforts reflect the Company's social responsibility and contribute to its long-term sustainability.

Goals

To develop and enhance corporate management practices to establish a Green Office, enabling directors, executives, employees, and all stakeholders to actively participate in environmental protection while minimizing the Company's long-term environmental impact.

Environmental Conservation Policy

1. Reducing Unnecessary Energy and Resource Consumption

1.1 Energy Management

The Company has implemented the "Value-Driven Energy Conservation" campaign, setting forth operational guidelines for electricity conservation to ensure consistency across departments and personnel. The campaign emphasizes the importance of energy conservation, encouraging cooperation in reducing electricity consumption and promoting cautious and efficient energy use. The established measures include:

- Air conditioning

The operating hours start at 8:00 AM, with shutdown periods between 12:00 - 1:00 PM and at 5:00 PM or 5-10 minutes before the end of working hours. If overtime work is necessary, air conditioning should be used



only in required areas. The temperature setting for air conditioners is maintained at 25°C (resulting in a 10% energy savings).

- **Lighting**

The Company promotes the use of lighting only in necessary areas and requires employees to turn off lights after using restrooms, meeting rooms, or upon leaving the office. In areas with access to natural daylight, employees are encouraged to use natural light instead of artificial lighting to reduce energy consumption. At night, security personnel will turn on only essential lighting to ensure building security.

- **Computers and Office Equipment**

Computers must be set to lock screen (sleep mode) when not in use.



1.2 Water Resource Management

The Company is committed to being an environmentally and resource-conscious organization, particularly in ensuring the efficient use of tap water. Water conservation not only helps reduce operational costs but also plays a crucial role in preserving this vital resource for future generations. In support of this commitment, the Company has launched the "Stop the Drip, Stop the Waste" campaign to raise employee awareness of the importance of responsible water usage and encourage adherence to five simple practices:

- **Turn off taps after use** – Always check that the tap is fully closed after using water.
- **Use only the necessary amount** – Avoid leaving the water running while washing hands or cleaning.
- **Report leaks immediately** – Notify the maintenance team promptly if any leaking taps or pipes are detected.



- **Install water-saving faucets** – Replace conventional faucets with water-saving models to reduce water consumption.
- **Reuse water when possible** – Utilize recycled water for non-potable purposes, such as watering plants.

By working together, employees can help the Company achieve sustainable water conservation and ensure the availability of this essential resource for the future.



1.3 Responsible Paper Usage

Efficient resource utilization is a key factor in building a sustainable organization, particularly when it comes to paper, a material essential to daily operations. The Company prioritizes reducing unnecessary consumption of natural resources and encourages all employees to use paper responsibly to minimize environmental impact. To achieve this, we utilize recycled paper, avoid unnecessary printing, and implement digital systems to reduce paper usage as much as possible. Practices such as double-sided printing, reviewing documents before printing, and reusing paper can significantly reduce paper consumption.

Additionally, the Company supports the development and use of the e-Document platform to enhance document management efficiency while promoting an environmentally friendly workplace. This initiative contributes to creating a greener, more sustainable office in the long run. Therefore, we are committed to making paper usage more efficient and eco-friendlier for a sustainable future for both our organization and the planet through the following steps:



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- **Reuse single-sided printed paper** – For documents that do not require new paper, employees should reuse single-sided printed sheets. “Reuse Paper Collection Boxes” are placed on every office floor for easy access, maximizing paper usage, reducing paper waste, and minimizing the consumption of natural resources and energy required for unnecessary paper production.
- **Store documents electronically** – For large volumes of documents, employees should store them as **electronic files** instead of printing hard copies. This facilitates easy sharing via email or the internet and reduces the risk of document loss.
- **Proper disposal of used paper** – Fully used paper, both internal and external documents, printed materials, or brochures that can no longer be reused should be placed in designated “Non-Recyclable Paper for Sale” boxes, where they will be collected and sold to authorized waste processors.





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2. Waste and Waste Management

The Company recognizes the importance of effective waste management to protect the environment and minimize operational impacts. We are committed to being a responsible organization by reducing waste and promoting recycling, reuse, and the reduction of unnecessary resource consumption, in alignment with our environmental policies. Proper waste management not only alleviates environmental burdens but also enhances operational efficiency. The Company has established clear guidelines, including office waste separation, minimizing the use of single-use plastics, and selecting recyclable products. Moreover, we encourage all employees to actively participate in sustainable waste management to foster an eco-friendly organization and preserve natural resources for future generations.

2.1 Office Waste Management Guidelines

- **Clear Waste Separation:**

Dedicated waste bins are provided for different waste types, such as recyclable waste, organic waste, and hazardous waste (e.g., batteries), to facilitate proper waste sorting.

- **Promoting Recycling:**

Employees are encouraged to use recyclable products, such as recycled paper and reusable packaging. Additionally, designated recycling collection points are placed throughout the office to support waste segregation.

- **Reducing Single-Use Plastics:**

Employees are encouraged to reduce the use of plastic bottles, plastic bags, and disposable products by using personal water bottles, cloth bags, and reusable items.

- **Adopting Digital Technology:**

Paper usage in the office is minimized by transitioning to digital document management systems such as e-Document platforms and online collaboration tools, reducing the need for printed documents.

2.2 End-of-Life Vehicle (ELV) Management

The Company emphasizes the responsible management of end-of-life vehicles resulting from the claims settlement process. We focus on utilizing modern repair technologies to restore damaged vehicle components instead of replacing them with new parts, thereby reducing automotive waste and its environmental impact. Components that cannot be repaired are auctioned to qualified businesses capable of recycling vehicle materials for reuse in related industries. This approach aligns with the Company's environmental policies, ensuring sustainable waste management practices.



3. Environmental Awareness for Employees

The Company is committed to environmental and energy conservation, pollution prevention, and maintaining a sustainable office environment. A key initiative is the promotion of reuse practices to minimize resource wastage. Efforts include workplace resource management, cleanliness maintenance, reducing unnecessary office supplies, and proper sorting of materials that do not benefit office operations or the environment. The Company actively disseminates knowledge on energy conservation and greenhouse gases to directors, executives, employees, and all relevant stakeholders. This initiative fosters awareness and encourages concrete actions in environmental conservation, positioning it as a shared responsibility among all employees for the benefit of individuals, the organization, and society as a whole.

4. Environmentally Friendly Investments

The Company prioritizes the selection of environmentally friendly materials, such as office paper with high opacity, to reduce transparency issues, ensuring efficient double-sided usage. Furthermore, the selected paper is produced through a **Green Process** using 100% plantation-grown wood pulp, reinforcing the Company's commitment to resource efficiency and sustainable practices. Additionally, the Company is developing an **e-Document Platform** for centralized document management. This initiative will significantly reduce paper consumption, leading to lower natural resource usage and decreased waste generation, contributing to a more sustainable future.

