



Notification of Industrial Estate Authority of Thailand

No. 22/2560

Re: Practical Guidance on Integrity and Transparency

According to Notification of Industrial Estate Authority of Thailand (I-EA-T) No. 21/2560
Re: Anti-Corruption Policy

In order to perform duties pursuant to such policy, I-EA-T determines Practical Guidance on Integrity and Transparency as follows;

1. Transparency

1.1 Executives and employees are ready to share and disclose organizational strategic information regarding I-EA-T business activities in an accurate manner without misrepresenting any facts.

1.2 Executives and employees must support transparency at every stage of work procedure in accordance with law.

1.3 Providing opportunities for third parties or stakeholders to work together with I-EA-T, also auditing and reporting the suspicion of organizational activities or any misconduct on integrity and transparency.

2. Accountability

2.1 Executives and employees must determinedly carry out duties with honesty and integrity related to Good Governance, and take responsibility for mistakes.

2.2 Executives and employees must perform their duties with willingness, enthusiasm, and readiness for service towards society as prescribed in I-EA-T's mission.

2.3 Executives and employees must certainly adhere to the distributive principle of benefits, and spiritually be accountable for their own performance.

3. Corruption Free

3.1 Executives and employees must strictly conform to relevant Laws, Regulations, Rules, Notifications, Orders, as well as Anti-Corruption Policy.

3.2 Executives and employees must not commit any suspected acts of corruption or abuse of power including using their official positions to let others exploit their power and duties directly or indirectly for the benefit of oneself or others.

3.3 Executives and employees must neither accept nor demand money, goods or other advantages from stakeholders.

4. Integrity Culture

4.1 Executives and employees must cultivate and disseminate integrity with each other to generate their daily work practices or the organizational culture against all acts of corruption, and be ashamed to commit such corruption.

4.2 Promoting and Encouraging internal personnel to understand and be able to identify between private interest and public interest as well as conflict of interest.

4.3 Providing Anti-Corruption Implementation Plan and an effective system of internal audit to lead internal personnel realizing the consequences of corruption, and establishing a strong anti-corruption culture.

5. Work Integrity

5.1 Providing clear Work Manual or Performance Standard regarding I-EA-T's core business, based on fairness and equal treatment, and complying strictly with such manual or standard.

5.2 Conducting all duties based on Good Governance relating Integrity and Transparency, especially on personnel management, budget execution and work assignment, as well as realizing the significance of work environment and all supporting materials.

6. Communication

6.1 Executives must explicitly communicate about I-EA-T's vision, mission and policy through efficient channels to both internal and external personnel in order to certainly acknowledge.

6.2 Promoting and Encouraging communication and dissemination in accordance with I-EA-T core value in order to engage internal personnel learning into practice thoroughly and build the organizational culture sustainably.

Notified on the 23rd day of February B.E. 2560 (2017)



(Mr. Verapong Chaiperm)

Governor of Industrial Estate Authority of Thailand