

Recruitment and Human resource Development Policy

Meb Corporation Public Company Limited

Recruitment and Human resource Development Policy

Meb Corporation Public Company Limited (“the Company”) recognizes the importance of human resources as a crucial mechanism in business operations and a key factor in enabling the Company to achieve its objectives. Therefore, the Company has established principles for recruiting personnel who are suitable for the organization and places great emphasis on the continuous development of employees to enhance their potential in performing their duties in alignment with the Company’s goals, strategies, policies, and direction. Furthermore, to retain talented individuals within the organization, the Company has established a fair compensation structure that corresponds to each individual’s knowledge and capabilities, while also fostering a sense of belonging among employees to encourage them to recognize themselves as an integral part of the Company. The Human Resources Department is responsible for workforce planning, personnel development and training, as well as career advancement planning, in accordance with the following policies and practices

- **Recruitment**

The Company places great importance on the recruitment process, adhering to the principle that recruitment, selection, and promotion must be conducted with transparency, equality, and fairness. Recruitment decisions are made based on the qualifications of candidates, including educational background, experience, expertise, and other requirements appropriate to the nature and level of the position as clearly defined. This ensures that the recruitment process is conducted according to transparent and fair criteria.

- **Personnel Development**

The Company maintains a policy of continuous personnel development with the objective of enhancing employees’ knowledge, skills, expertise, and efficiency in performing their duties at all levels. The Company has established the following policies and practices:

- (1) The Company encourages employees to develop their knowledge and expertise through practical experience by assigning supervisors in each department to provide regular coaching and guidance.
- (2) The Company promotes participation of employees at all levels from operational staff to executives in seminars and training programs, both internal and external, on an ongoing basis as appropriate to each department. This aims to enhance knowledge, capabilities, and work efficiency in alignment with technological and environmental changes. Employees are also encouraged to share their opinions regarding the format, approach, and topics of training they wish to attend that would be beneficial to the Company. Furthermore, employees are expected to apply the knowledge gained from seminars and training sessions to improve and develop the Company’s work processes for greater efficiency.

- (3) The Company conducts assessments to determine the needs and requirements for personnel development at all levels, from operational staff to executives. The results are used to formulate the Company's human resource development plan to ensure alignment with the Company's overall growth. This process also serves to prepare employees for career advancement and readiness to assume vacant positions, while providing opportunities for employees to further develop additional job-related skills according to their interests and needs.
- (4) The Company organizes various activities to enhance the potential of employees and executives in all positions, helping to improve efficiency and work quality.

Additionally, the Company will review its Recruitment and Human Resource Development policy periodically to ensure alignment with the Company's circumstances and business direction.

This Recruitment and Human Resource Development Policy shall be effective from 18 April 2022, onward.