



TURNKEY COMMUNICATION SERVICES PUBLIC COMPANY LIMITED

Accounting, Finance, Budget and Tax Policy

P-EXC-015



Accounting, Finance, Budget and Tax Policy

Turnkey Communication Services Public Company Limited (“the Company”) has established a policy to ensure that all accounting, finance, budgeting, and taxation activities within the Company are performed in a consistent and efficient manner, achieve their intended objectives, and comply with good corporate governance practices, applicable laws, and relevant regulations. The policy also aims to ensure the adequate, accurate, and complete disclosure of key information for the benefit of all relevant stakeholders.

Scope

1. Financial statements shall be prepared in accordance with accounting standards and financial reporting standards. Appropriate accounting policies must be applied consistently, with reasonable judgment and due care. All material information must be disclosed adequately, accurately, and completely.
2. Financial resources shall be managed to achieve maximum benefit, including securing funding at the lowest possible cost with favorable terms, while maintaining liquidity and financial stability.
3. Budgeting shall be carried out in alignment with the Company’s operational plans and shall serve as a key component of the internal control system. Budgets are to be used for monitoring and evaluating the performance of responsible departments.
4. Tax operations must be executed with strict adherence to applicable laws and concession agreements, ensuring proper compliance for the benefit of all relevant stakeholders.

Definition

The Company	Turnkey Communication Services Public Company Limited
Affiliated Companies	Subsidiaries and associates under the control and supervision of the Company, both existing and those to be established in the future.
The Board of Directors	The Company’s Board of Directors
Audit Committee	The Audit Committee, appointed by the Company’s Board of Directors, is established with the composition, qualifications, and duties as prescribed by the Stock Exchange of Thailand.
Executive Committee	A subcommittee of the Company or its affiliated companies, appointed by the Board of Directors, responsible for managing and overseeing the Company’s operations as assigned by the Board.
Director	The Company’s Directors
Managing Director	A person appointed by the Board of Directors to ensure compliance with the Company’s rules and regulations, and who is responsible for approving and/or signing documents as assigned, as well as having the authority to issue orders and establish criteria, procedures, and work practices as appropriate.
A person authorized by the Board of Directors	Audit Committee, the Executive Committee, or the Managing Director



The Conceptual Framework for Financial Reporting	The Conceptual Framework for Financial Reporting as prescribed under the Accounting Act B.E. 2543 (2000) and the Accounting Profession Act B.E. 2547 (2004), or as specified by the applicable laws governing such matters.
Accounting Standards	Generally Accepted Accounting Principles in Thailand, as prescribed under the Accounting Act B.E. 2543 (2000) and the Accounting Profession Act B.E. 2547 (2004), or as specified by the applicable laws governing such matters.
Financial Reporting Standards	Thai Financial Reporting Standards (TFRS) and/or International Financial Reporting Standards (IFRS).
Accounting Policies	Specific accounting standards and the methods of applying such standards that the Company considers appropriate for use in the preparation of its financial statements.

Accounting Section

1. Accounting Period

The accounting period shall begin on 1 January and end on 31 December of each year.

2. Preparation of Financial Statements

Financial statements shall be prepared in accordance with the accounting standards and financial reporting standards prescribed under the Accounting Act B.E. 2543 (2000) and the Accounting Profession Act B.E. 2547 (2004), or as required by applicable laws. The annual financial statements must be audited and certified by a licensed auditor within the timeframe required by the Civil and Commercial Code, the regulations of the Stock Exchange of Thailand, or other relevant requirements. If there is any significant change in the accounting policies previously adopted, such change must be submitted for consideration and approval by the person authorized by the Board of Directors before being proposed to the Executive Committee for final approval.

3. Closing of Accounts

The Company shall close its accounts and prepare financial statements on a quarterly and annual basis.

4. Presentation of Financial Statements

Quarterly financial statements that have been reviewed by an auditor shall be presented to the Board of Directors or the person authorized by the Board for approval within 45 days from the end of each quarter. Annual financial statements that have been audited by an auditor shall be presented to the Board of Directors for endorsement and subsequently proposed to the Shareholders' Meeting for approval within 120 days from the end of the accounting period. For public companies, the annual financial statements must be reviewed by the Audit Committee prior to submission to the Board of Directors for approval, which must occur within 60 days from the end of the accounting period, before being submitted to the Shareholders' Meeting.

5. Disclosure of Financial Statements

The disclosure of financial statements must be approved by the Board of Directors or the person authorized by the Board.



6. Retention of Accounting Documents

The management and retention of accounting records shall comply with the requirements of all applicable laws.

Finance Section

1. Fundraising

Funds shall be raised to support business expansion and operational improvements in an efficient manner. The necessity and appropriateness of financing must be considered to ensure alignment with the Company's funding requirements. Funding sources must be suitable and consistent with the nature of the business, prevailing capital and money market conditions, and must take into account financial costs and associated risks. The objective is to ensure that financing activities generate the maximum benefit for the Company.

2. Credit Management

Credit shall be managed efficiently to achieve maximum benefit without creating problematic or delinquent debts that could cause financial loss to the Company. Credit management activities shall be reported to the Executive Committee for acknowledgment.

3. Financial Liquidity Management

Financial risks shall be managed to ensure adequate short-term liquidity, while medium- and long-term planning must be conducted with caution and appropriateness for the Company's operations and investment activities. Excess funds should be managed to generate reasonable returns within acceptable risk levels. The Company shall also maintain sufficient and appropriate short-term credit facilities to support ongoing business operations.

4. Foreign Exchange Management

Foreign exchange risks shall be managed with the objective of reducing or mitigating exposure to acceptable levels, without engaging in speculative activities or attempting to profit from currency movements. The methods used for foreign exchange risk management shall be adjusted as appropriate to reflect changing conditions, environments, and economic circumstances.

Budget Section

1. Budget Preparation

The fiscal year shall begin on 1 January and end on 31 December of each year.

2. Annual Budget

The annual budget consists of the operating budget and the capital expenditure budget, both of which must be submitted to the Board of Directors for approval before 1 January of each year.

- **Operating Budget**

Refers to the estimated operational and administrative expenses based on the annual operational plan. It also includes estimated contingency funds to support business operations and future development projects.

- **Capital Expenditure Budget**, divided into:

- Project Investment Budget – A budget detailing the annual sources and uses of funds for investments in various projects or acquisitions throughout the project lifecycle.



Fixed Asset Investment Budget – A budget for expenditures expected to result in the acquisition of fixed assets, including those used for business expansion, replacement of existing assets, or improvements to enhance asset value or efficiency.

3. Budgetary Control

A quarterly report comparing actual expenses with the approved budget shall be prepared and submitted to the Board of Directors. In cases where it is necessary to revise or adjust an approved budget, the responsible party must provide justification for the revision and obtain approval from the Board of Directors.

Tax Section

1. Tax Planning

Tax management, tax planning, and tax compliance shall be conducted in accordance with applicable laws to ensure that the Company receives appropriate and fair tax benefits.

- Taxes shall be filed, remitted, or refunded correctly and within the statutory deadlines.
- Tax-related risk management guidelines shall be established to prevent and address potential tax issues.

2. Tax Coordination

A designated tax-responsible individual or unit shall coordinate with government tax authorities, providing accurate business information and ensuring strict compliance with relevant regulations.

3. Tax Compliance Review

- Updates and amendments to tax laws and related regulations shall be monitored and incorporated into tax compliance processes to ensure adherence to all applicable legal requirements.
- Corrective actions and operational improvements shall be implemented based on the recommendations of regulatory bodies and/or internal audit units.

This Accounting, Finance, Budget, and Tax Policy was approved by the Executive Committee Meeting No. 11/2025 on November 3, 2025, and has been effective on November 3, 2025.

- Sayam Tiewtranon -

(MR. SAYAM TIEWTRANON)

Managing Director / Chairman of the Executive Committee