




PRTR Group Public Company Limited.

Information Disclosure and Financial Statement Submission  
Policy.



	PRTR Group Public Company Limited	Revision	04
	Information Disclosure and Financial Statement Submission Policy	Date of approval	10 Nov 2025
		Page	1 / 7

## Information Disclosure and Financial Statement Submission Policy of PRTR Group Public Company Limited.

PRTR Group Public Company Limited (the “Company”) upholds the principle of fairness by conducting its business based on good corporate governance and accountability. The Company is committed to transparency in disclosing its information and financial documents, including the Annual Report, the Annual Registration Statement / Annual Report (Form 56-1 One Report), and the Management Discussion and Analysis (MD&A), as well as the preparation and submission of financial statements. The Company prioritizes the interests of all stakeholder groups and ensures that all disclosures whether positive or negative are accurate, clear, and in full compliance with the laws, criteria, standards, and guidelines of relevant regulatory authorities. Such information shall be disclosed through the news dissemination channels of the Stock Exchange of Thailand (“SET”) and the Company’s official website.

### 1. Disclosure Policy

#### 1.1 Persons with the authority to disclose information

The Company has designated the following individuals as authorized persons responsible for public information disclosure, including press conferences, information dissemination, and responding to inquiries from shareholders, investors, or analysts:


- (1) Chief Executive Officer (CEO).
- (2) Executives assigned to perform Investor Relations (IR) functions (Investor Relations Officer).

The aforementioned individuals may provide information personally or may delegate other relevant personnel to act as spokespersons on their behalf.

#### 1.2 Disclosure Principles

All disclosed information must be accurate, transparent, equitable, and timely. Reporting to government authorities and regulatory bodies shall be conducted within the specific

---

	<b>PRTR Group Public Company Limited</b>	Revision      04
	<b>Information Disclosure and Financial Statement Submission Policy</b>	Date of approval      10 Nov 2025
		Page            2 / 7

timeframes prescribed by law, official mandates, or regulatory requirements. Furthermore, all shareholders and investors hold equal rights to access and receive the information disclosed by the Company.

**(1) Material Non-Public Information**


The Board of Directors shall establish a disclosure system that is prudent, accurate, complete, timely, and in full compliance with the laws, criteria, standards, and guidelines of relevant regulatory authorities. This is to ensure that shareholders and investors can easily access sufficient and equitable information.

In the event that certain information cannot yet be disclosed—due to pending conclusions or high uncertainty the Company shall implement strict measures to keep such information confidential, limiting access only to essential personnel. This is to prevent the unauthorized use of such information for illicit gain. In all such cases, the Company shall strictly adhere to the laws, criteria, standards, and guidelines of relevant regulatory authorities.

The Company shall disclose material information that may affect its share price, investment decisions, or shareholders' benefits only after such information has been formally notified to the Stock Exchange of Thailand (SET).

**(2) Material Public Information**

The Board of Directors shall ensure that all information is disclosed with clarity and completeness to prevent any potential confusion. Furthermore, in the event that supplementary information is provided regarding previously disclosed material facts, such additional information must be clear and consistent with the original disclosure to avoid causing any confusion or misleading interpretations.

	PRTR Group Public Company Limited	Revision	04
	Information Disclosure and Financial Statement Submission Policy	Date of approval	10 Nov 2025
		Page	3 / 7

### (3) Disclosure of Other Non-Material Information

The Board of Directors shall ensure that all information disclosure is based on factual truth and must not be intended to mislead others regarding the Company's financial position, operational performance, or share price. Furthermore, the Company shall refrain from any disclosures that may cause others to misinterpret or falsely perceive that the Company's share price is increasing or decreasing.


### (4) Disclosure of Forward-Looking Information on the Company's Business Conditions and Direction of Operations and Future Results

The Board of Directors shall ensure that all information disclosures are made with due professional care, specifically by disclosing the underlying conditions or assumptions used in any forward-looking projections. Furthermore, the Company shall verify the sources of information and evaluate its accuracy and reliability before incorporating such data into any financial analysis or business forecasting.

## 1.3 Information Dissemination Channels

To ensure the efficiency and equitable access of the Company's public information dissemination and communication, the Company has established the following disclosure channels:

- (1) Disclosures via the Stock Exchange of Thailand's (SET) information dissemination system, which serves as the primary channel for the Company's official announcements.
- (2) Communications via the Company's official website ([www.prtr.com](http://www.prtr.com)).
- (3) Information dissemination through the Annual Report, the Annual Registration Statement / Annual Report (Form 5 6 - 1 One Report), or formal letters to shareholders, etc.


	PRTR Group Public Company Limited	Revision	04
	Information Disclosure and Financial Statement Submission Policy	Date of approval	10 Nov 2025
		Page	4 / 7

#### 1.4 Prohibitions on Information Disclosure

- (1) The Company is strictly prohibited from disclosing business secrets, confidential information that could adversely affect its competitive advantage, or any information that is still pending a conclusion or remains under negotiation with high uncertainty.
- (2) The Company is strictly prohibited from disclosing information that constitutes defamation or unfairly disparages its business competitors.
- (3) The Company shall avoid disclosing information or providing details regarding operational performance that may impact its share price during the period prior to the official disclosure of financial statements to the Stock Exchange of Thailand (SET). This 'Quiet Period' commences from the last day of each quarter until the date the Company formally disseminates the information through the SET's news dissemination system.

#### 1.5 General Practice

- (1) The Company shall establish a formal process to address rumors or information leaks. In the event of rumors or inaccurate reports concerning the Company that may cause public misunderstanding or impact investment decisions, the Company shall provide formal clarifications through the Stock Exchange of Thailand (SET) or other appropriate channels.
  - (2) The Company shall refrain from inappropriate disclosures, such as public announcements without supporting facts, exaggerated reporting or forecasting, and the use of terminology that could lead to misleading interpretations.
  - (3) The Company shall disclose information accurately, providing sufficient and complete details within the timeframes prescribed by law, SET guidelines, and/or any other relevant regulatory authorities.
-

	PRTR Group Public Company Limited	Revision	04
	Information Disclosure and Financial Statement Submission Policy	Date of approval	10 Nov 2025
		Page	5 / 7

- (4) The Chief Executive Officer (CEO), or a person specifically designated by the CEO, is authorized to respond to inquiries or provide significant information that has not yet been publicly disclosed, to the extent permitted by applicable regulations.
- (5) The Company shall disclose information in accordance with the laws, criteria, standards, and guidelines of relevant regulatory authorities. The accuracy and adequacy of information shall be verified prior to disclosure. Furthermore, the Company shall provide education and training to directors, executives, and employees regarding the Company's information disclosure practices under this policy.


## 2. Financial Statements Submission Policy

### 2.1 Quarterly Financial Statements

The Company shall submit its reviewed financial statements for the first, second, and third quarters, as conducted by a Certified Public Accountant (CPA), to the Stock Exchange of Thailand (SET) and the Office of the Securities and Exchange Commission (SEC) within 45 days from the end of each respective accounting period. However, the Company shall not be required to submit separate financial statements for the fourth quarter.

### 2.2 Annual Financial Statements

- (1) The Company shall submit its annual financial statements, audited by a Certified Public Accountant (CPA), to the Stock Exchange of Thailand (SET) and the Office of the Securities and Exchange Commission (SEC) within two months from the end of the accounting period.
  - (2) The Company strictly prohibits directors, executives, accounting managers, and employees with access to internal information—including their spouses, cohabitants, and minor children—from purchasing, selling, offering to buy or sell, or soliciting others to buy or sell the Company's securities or those of other listed companies related to the Company's internal information. This prohibition applies during the one-month period prior to the disclosure of quarterly and annual financial statements. Furthermore, such individuals should refrain from trading for
-

	<b>PRTR Group Public Company Limited</b>	Revision	04
	<b>Information Disclosure and Financial Statement Submission Policy</b>	Date of approval	10 Nov 2025
		Page	6 / 7

at least 24 hours after the internal information has been disclosed to the public.  
The disclosure of material information to any other person by any means is also strictly prohibited.

This Information Disclosure and Financial Statement Submission Policy was approved at Board of Directors Meeting No. 2/2022 on May 13, 2022, and shall remain in full force and effect from May 13, 2022, onwards.



.....  
(Mr. Niphon Bundechanan)  
Acting Chairman of the Board of Directors

