

# OECD and Due Diligence Annual Report (2023)

**Well Field Corporation Co., Ltd.** efforts to comply with RJC Code of Practice, Company undertake due diligence on own supply chains in accordance with the OECD's Due Diligence Guidance 5-step framework to ensure that the supply chains are responsibly managed and are "conflict-free" and sourced with respect for human rights.

<i>Company Detail</i>	
<b>Name</b>	<b>Well Field Corporation Co., Ltd.</b>
<b>Location</b>	15 Soi Charoennakorn 14, Charoennakorn Road, Klongtongsai, Klongsan, Bangkok 10600  Tel: (66) 2861-1321 (Auto 10 lines) ext: 8206  Fax: (66) 2861-2070
<b>Reporting Date</b>	20 December 2023
<b>Reporting Period</b>	January 2023 to December 2023
<b>Senior management responsible for this report</b>	Ms. Phappim Ihara (General Manager)

*Summary of activities undertaken to demonstrate compliance*

*Step 1: Establish strong company management systems*

**Well Field Corporation Co., Ltd. adopted a policy regarding due diligence for supply chains of Diamonds, Ruby, Sapphire, Emerald, Silvers and Golds**

Comments and Demonstration of Compliance: We established an appropriate supply chain policy which is consistence with the model set out in the Annex II of the OECD Due Diligence Guidance.

**Well Field Corporation Co., Ltd. set up an internal management structure to support supply chain due diligence & OECD**

Comments and Demonstration of Compliance: The compliance officer (Ms. Phappim Ihara) has been assigned to manage the process of internal management, and has a direct line of reporting to company's General Manager

**Well Field Corporation Co., Ltd. established a strong internal system of due diligence, controls and transparency over Diamonds, Ruby, Sapphire, Emerald, Silvers and Golds supply chain, including traceability and identification of other supply chain actors**

Comments and Demonstration of Compliance: We check make sure we have all the require documents before process with Diamonds, Ruby, Sapphire, Emerald, Silvers and Golds. Supplier due diligence also take place to make sure that our supplier has a transparency over the supply chain.

**Well Field Corporation Co., Ltd.** also communicate our Supply Chain Policy and Code of Conduct to be acknowledge by our suppliers.

Grievance mechanism is in place. Ms. **Phappim Ihara (General Manager)** is the person who responsible for response Ing and resolving all the grievances.

**Well Field Corporation Co., Ltd. has strengthened company engagement with our suppliers**

Comments and Demonstration of Compliance: We have written agreement with our supplier which include our supply chain policy. We also engage with our supplier to properly verify all the documents from their

supplier regarding the origin of material. In addition, we follow up with supplier on due-diligence annually.

**Well Field Corporation Co., Ltd. has established a company-wide communication mechanism to promote broad-based employee participation and risk identification to management**

Comments and Demonstration of Compliance: We have an internal communication system in place, allowing employees to voice concerns over the supply chain or newly identified risk.

### *Step 2: Identify and assess risks in the supply chain*

**Well Field Corporation Co., Ltd. has a process to identify risks in the supply chain**

The risk assessment OECD procedure and criteria are documented and risk assessment is done for all suppliers.

We performed due diligence on our supplier to make sure that the products are conflict-free. In addition, we conducted appropriate scrutiny and monitoring of transactions undertaken through the course of the relationship

We identify and assess risks in the supply chain according to OECD guidance for downstream company.

We can identify the Diamonds, Ruby, Sapphire, Emerald, Silvers and Golds and our supplier provide the proper information for the transaction where our Diamonds, Ruby, Sapphire, Emerald, Silvers and Golds materials are compliance with Kimberly process requirements and RJC requirement.

One of our suppliers has been flagged as high-risk due to concerns regarding the origin of raw diamond materials from Guinea, Congo and Angola. This assessment encompasses factors such as Human Rights, Government, Corruption, and Violence.

### *Step 3: Design and implement a management system to respond to identified risk*

The risk assessment is approved by the management.

Upon thorough examination of our suppliers, it came to light that one diamond supplier obtains raw materials from a country with a high-risk factor. Despite being an RJC member since 2012 and an early adopter of the RJC standard, this revelation necessitates an action plan. We're now tasked with obtaining certificates from third-party auditors to ensure rigorous monitoring of mines in high-risk countries. Simultaneously, we must promptly inform customers who have sought services from this provider and are anticipating their action plan.

The action plan to be followed for cases of any red flag come up more in the future, there are a management system to respond to identified risk.

#### *Step 4: Arrange for an independent third-party audit of the supply chain due diligence*

We await the customer to furnish the action plan. Following this, we will proceed to organize an independent third-party audit for the supply chain due diligence, as it is deemed necessary in this case.

The rest of suppliers not applicable as we have no red flag, and that none of our supplier is classified as high-risk.

#### *Step 5: Report on supply chain due diligence*

**Well Field Corporation Co., Ltd.** make the report available and communicated to all interested party through Company website and email directly.

**Other report comments** : If users of this report wish to provide any feedback to **Well Field Corporation Co., Ltd.** with respect to this report, they can contact Ms. Phappim Ihara (General Manager) **Phone:** +66 2861 1321 Ext. 8205  
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