



# **Indorama Ventures Public Company Limited**

## **Intellectual Property Policy**

*(As approved by the Board of Directors Meeting No. 2/2013 dated February 22, 2013)*

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# Intellectual Property Policy

## Purpose

The purpose of this policy is to protect the intellectual properties of the Company (as defined below) and to avoid violating the intellectual property rights of others.

## Scope

This policy applies to the Company's Board of Directors, management, employees, trainees and persons who are not employees but authorized to act on behalf of or represent the Company.

## Definitions and Acronyms

<b>Company or IVL</b>	Indorama Ventures Public Company Limited and all its Affiliates <sup>1</sup> .
<b>Intellectual Property<sup>2</sup></b>	Means creations of the mind: inventions; literary and artistic works; and symbols, names and images used in commerce. Intellectual property is divided into two categories: <ul style="list-style-type: none"><li>• <b>Industrial Property</b> includes patents for inventions, trademarks, industrial designs and trade secrets.</li><li>• <b>Copyright</b> covers research articles, videos, films, music, pictures, photos, drawings, graphic design and computer programs, etc.</li></ul>
<b>Patent<sup>2</sup></b>	An exclusive right granted for an invention – a product or process providing an innovative way of doing something, or that offers a new technical solution to a problem.
<b>Trademark<sup>2</sup></b>	A distinctive sign that identifies certain goods or services produced or provided by an individual or a company. It includes company names, logos, slogans and designs used to identify and distinguish a company's goods in its business trade.

<sup>1</sup> "Affiliate" means any company or entity, controlling, controlled by, or under common control with the Company. The term "Control" and its correlative meanings, "controlling," "controlled by" and "under common control with," means the legal, beneficial or equitable ownership, directly or indirectly, not less than 50 (fifty) percent of the aggregate of registered and paid-up shares in a company or an entity.

<sup>2</sup> Source: "What is Intellectual Property?" by World Intellectual Property Organization, [https://www.wipo.int/edocs/pubdocs/en/intproperty/450/wipo\\_pub\\_450.pdf](https://www.wipo.int/edocs/pubdocs/en/intproperty/450/wipo_pub_450.pdf).

<b>Industrial Design<sup>2</sup></b>	An industrial design refers to the ornamental or aesthetic aspects of an object. A design may consist of three-dimensional features, such as the shape or surface of an object or two-dimensional features, such as patterns, lines or color.
<b>Trade Secrets<sup>3</sup></b>	Non-public business information which provides an enterprise a competitive edge. This may tangible or intangible, for examples, sales methods, distribution methods, consumer profiles, advertising strategies, strategies to increase worker efficiency, lists of suppliers and clients, and manufacturing processes.

## Policy Provision

IVL's Intellectual Property is an invaluable asset that must be protected at all times.

To ensure that its rights over uses, disclosure and transfer of ownership of such properties are protected, the Company shall register its Intellectual Property in accordance with applicable laws and regulations.

Persons under the Scope of this policy shall never allow a third-party to use Intellectual Property of the Company without proper authorization or a license agreement that has been approved by the Legal Department.

All parties are to respect the confidentiality of IVL's Intellectual Property.

Furthermore, the Company's Trademarks should never be used in a defamatory or otherwise offensive manner.

### 1. Ownership of Company Intellectual Property and Trade Secrets

Unless a written agreement states otherwise, the Company is the owner of works of all employees. It will remain the owner even after the employees responsible for the creation or improvement of the Intellectual Property have left the Company, or Intellectual Property is not implemented.

The Company does not own the intellectual property rights of a commissioned work that is performed by a consultant or independent contractor unless a written agreement is authorized specifying ownership or assignment of rights.

### 2. Use of Software

IVL uses licensed software purchased from legitimate sources in accordance with the terms of the license agreement only.

IVL's employees must not engage in the following:

- 2.1. Install Company software on a non-company computer

<sup>3</sup> Source: "What is a Trade Secret?" by World Intellectual Property Organization, [https://www.wipo.int/sme/en/ip\\_business/trade\\_secrets/trade\\_secrets.htm](https://www.wipo.int/sme/en/ip_business/trade_secrets/trade_secrets.htm)

- 2.2. Make a copy of any Company software program for any reason
- 2.3. Install any software program on any Company computer without permission from the IT department head

**3. Intellectual Property of Others**

The Company will respect the intellectual property rights of a third-party and not knowingly infringe upon such rights.

**4. Action toward Infringement**

IVL reserves the right to take disciplinary and/or legal actions if there is an infringement of its Intellectual Property.

**Enforceability**

In the event that any provision contained in this policy is in conflict with the local laws, rules and regulations of any entity, and makes such provision invalid or unenforceable, then such local laws, rules and regulations will prevail.

If a business unit or location has adopted stronger practices than this policy or prevailing customs, the stronger practice shall apply.

**Related Document**

None

**Revision History**

Version	Approved by	Approval date	Key modifications
Original	The Board of Directors	Meeting No. 2/2013 dated February 22, 2013	-