



Tong Thai Rubber Group

Waste Sorting and Reduction Measures

Code:	CSR-003
Version:	1
Date:	10/01/2025
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1. Purpose

These measures aim to minimize waste generation, promote efficient resource use, and ensure proper classification, sorting, and disposal of waste in alignment with Thailand's environmental regulations and the company's sustainability goals.

2. Scope

Applies to all operations of Tong Thai Rubber Group, including:

- Tong Thai Rubber Co., Ltd.
- Tongthai Technical Rubber Co., Ltd.
- Sin Tong Thai Rubber Co., Ltd.
- Grand Rubber Co., Ltd.
- TTN Rubber Co., Ltd.

Covers all employees, contractors, and visitors within office and factory premises.

3. Waste Classification and Sorting

Tong Thai Rubber Group classifies and manages waste according to Thailand's Pollution Control Department guidelines (Each factory may determine its own bin color scheme based on internal management preferences and operational suitability)

Waste Type	Examples	Bin Color
General Waste	Contaminated packaging, tissues, plastic bags, styrofoam	Blue
Recyclable Waste	Paper, PET bottles, cans, glass, clean rubber scraps	Green
Organic Waste	Food scraps, fruit peels, leaves	Brown
Hazardous Waste	Batteries, e-waste, solvents, fluorescent bulbs, chemical containers	Red
Industrial Waste	Rubber sludge, oil-soaked rags, wastewater treatment by-products	(Factory-Specific Labeling)

All waste must be sorted into clearly labeled, color-coded bins with bilingual (Thai-English) signage and pictograms.

4. Waste Reduction Measures

- **Reduce** unnecessary packaging and single-use items in both offices and factories.
- **Reuse** materials such as cartons, drums, and office supplies where possible.
- **Recycle** all eligible waste with certified recycling vendors.
- **Segregate hazardous waste** for proper treatment and disposal by licensed handlers.
- **Compost** organic waste from kitchens and gardens, where feasible.

5. Standard Operating Procedure (SOP)

Step 1: Waste Identification and Segregation

- Identify the type of waste being generated (refer to the classification table).
- Segregate the waste immediately at the source using the designated bin colors.

Step 2: Waste Collection

- Designated waste collection personnel will collect sorted waste from each location daily.
- Hazardous and industrial waste must be handled only by designated personnel

Step 3: Temporary Storage

- Waste will be stored in designated storage areas with clear signage.
- Hazardous waste must be stored in separate, secured containers pending pickup.



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Step 4: Waste Disposal

- Recyclable and general waste is collected by licensed municipal or recycling vendors.
- Hazardous and industrial waste is disposed of by certified/licensed third-party contractors.

Step 5: Monitoring and Reporting

- Waste Management Officers at each site will maintain waste logs.
- Monthly reports will be submitted to the Sustainability Department for analysis.
- Incidents of improper sorting must be recorded and corrective action taken.

Step 6: Employee Awareness

- Conduct orientation and refresher training sessions annually.
- Display sorting posters and conduct spot checks quarterly to ensure compliance.

6. KPIs (Key Performance Indicators)

KPI	Target (Annually)
% of total waste correctly sorted by category	≥ 90%
% reduction in general waste (vs. previous year)	≥ 5%
% of total waste diverted from landfill (recycled)	≥ 10%
# of employee waste management training sessions	At least 1 per year per site
% of hazardous waste handled by licensed contractors	100%

7. Review and Improvement

These measures and SOP will be reviewed **annually**, or sooner if needed, to incorporate changes in Thai environmental regulations, internal audits, or technological advancements in waste management. The **Sustainability Department** in head office oversees continuous improvement and compliance.

Signature

General Manager of
Tong Thai Rubber Group
Ms. Shi Ching Chien
Date: 10/01/2025