



## Form 56-1 One Report 2021

- **Attachment 3**  
Information of Head of Internal Audit Unit  
and Head of Compliance Unit of the Company

# Information of Head of Internal Audit Unit and Head of Compliance Unit of the Company

## 1. Head of Internal Audit Unit

**Name-Surname :** Miss Orathai Ruangamporn

**Position :** General Manager of the Internal Audit Office

**Age :** 41 years old

### Education/Training Background

- Bachelor of Accounting Program, Thammasat University

### Work Experience

January 2022 - Present	- General Manager of the Internal Audit Office Bangkok Expressway and Metro Public Company Limited
December 2020 - December 2021	- General Manager of Executive Accounting Division Bangkok Expressway and Metro Public Company Limited
2017 - November 2020	- Senior Manager of Expressway Accounting Department Bangkok Expressway and Metro Public Company Limited
2015 - 2016	- Manager of Expressway Accounting Department Bangkok Expressway and Metro Public Company Limited
2009 - 2014	- Head of Financial Statement and Taxation Unit, Accounting Department, Bangkok Expressway Public Company Limited
2003 - 2007	- Senior Auditor Assistant KPMG Phoomchai Audit Company Limited

### Related Training

- Digital Risk Management
- Audit Manager Tools and Techniques
- Accounting Tips for AC

### Duties and Responsibilities

1. Internal audit work
  - Prepare the annual internal audit action plan.
  - Supervise the review of the performance, adequacy and appropriateness of the internal control systems of various work systems within the Company according to the action plan.
  - Summarize the review results, with observations and suggestions for improving work performance for the audited persons to acknowledge and follow up on improvements based on the suggestions.
  - Report the audit results to the management and the Audit Committee.
2. Supporting work for performance of the Audit Committee
  - Review the annual and quarterly financial statements.
  - Prepare information in support of the selection and propose the appointment of the Company's annual auditor.
  - Review the disclosure of information in accordance with the rules, regulations and principles of good corporate governance.
  - Assess the adequacy of the Company's internal control system on a yearly basis.
  - Coordinating and convening meetings of the Audit Committee.
3. Other tasks as assigned by the Audit Committee.

Remark: An appointment, removal, and transfer of Head of the Internal Audit Unit shall be subject to the Audit Committee's approval.

## 2. Head of Compliance Unit

**Name-Surname** : Mrs. Manatsavee Subchavaroj

**Position** : Assistant Managing Director  
Directors Office and Compliance Group, Company Secretary

**Age** : 55 years old

### Education/Training Background

- Master of Law (LL.M. in International Business Legal Studies), University of Exeter, UK
- Bachelor of Laws, Chulalongkorn University
- Kaset Mini MBA Program, Kasetsart University

### Work Experience

- 2015 - Present - Assistant Managing Director : Compliance Unit,  
Bangkok Expressway and Metro Public Company Limited
- 2014 - Assistant Managing Director : Compliance Unit,  
Bangkok Expressway Public Company Limited
- 2011 - General Manager of Managing Director Office,  
Bangkok Expressway Public Company Limited
- 2008 - Senior Manager of Legal and Meeting Department,  
Bangkok Expressway Public Company Limited

### Related Training

- Director Certification Program (DCP 238), Thai Institute of Directors Association
- Company Secretary Program (CSP 5/2004), Thai Institute of Directors Association
- Effective Minutes Taking (EMT 4/2006), Thai Institute of Directors Association
- Advanced Certificate Course in Public Administration and Law for Executives, Class 15, King Prajadhipok's Institute
- Anti-Corruption : The Practical Guide (ACPG 33/2016)

### Duties and Responsibilities

1. Establish a corporate governance framework which is consistent with the Company's operating structure, while being comparable to international practices or principles.
2. Review the appropriateness and adequacy of the Company's corporate governance policy and codes of conduct as well as improving them to ensure conformity with the international standards of good corporate governance practices.
3. Review with the management as to compliance with the principles of good corporate governance as established and disclosed by the Company in the Annual Report.
4. Provide the process of assessing the performance of the Board of Directors, the Managing Director, as well as preparing a summary of the assessment results and proposing them to the Board of Directors.
5. Provide recommendations for the preparation of the Company's corporate governance development plan in accordance with the established principles of good corporate governance.
6. Provide advice and recommendations on good corporate governance practices to the Board of Directors.
7. Perform any other duties as assigned by the Managing Director.