

Documents for registration, Manual for registration and meeting, and voting method

Attending through electronic means (E-meeting / Online)

Evidence of identification

• **Natural person**

- (1) For the Shareholders who wish to attend the meeting through electronic means by yourself :
 - Notification of Meeting (with barcode)
 - Certified true copy of your identification which has not expired such as identification card, or government official identification card or driving license, or passport.
- (2) If you wish to appoint a proxy holder to attend and vote at the meeting through electronic means on your behalf :
 - Notification of Meeting (with barcode)
 - Completed and duly executed proxy with the grantor's and proxy holder's signature.
 - Certified true copy of the grantor's identification which has not expired such as identification card, or government official identification card or driving license, or passport.
 - Certified true copy of the proxy holder's identification which has not expired such as identification card, or government official identification card or driving license, or passport.

• **Juristic person**

- (1) In case a juristic person wishes to have its authorized director attended the meeting on behalf of it through electronic means:
 - Notification of Meeting (with barcode)
 - Certified true copy of the company's affidavit or certification document specifying the authorization of the authorized director.
 - Certified true copy of the director's identification such as identification card, or government official identification card or driving license, or passport which has not expired.
- (2) In case a juristic person wishes to appoint a person to attend and vote through electronic means:
 - Notification of Meeting (with barcode)
 - Completed and duly executed proxy with the grantor's authorized directors' signature and proxy holder's signature.
 - Certified true copy of the grantor's identification such as the company's affidavit, the certification document showing that persons who sign in a proxy are authorized directors.
 - Certified true copy of proxy holder's identification such as identification card, or government official identification card or driving license, or passport which has not expired.

For the Shareholders who wish to attend the meeting through electronic means by appointing the Company's Independent Directors to vote on your behalf, may submit proxy and required documents through electronic channel. Details of which are as summarized on next page, under Topic "**Processes of shareholder / proxy holder self-identification through the application IR PLUS AGM**".



Processes of shareholder / proxy holder self-identification through the application

IR PLUS AGM

In case of shareholders attending the meeting by themselves.

Please prepare your invitation letter issued from TSD/ID card or passport.

The shareholder proceeds the self-identification through the barcode scan in invitation letter or the insertion of ID card or passport digits with entering to the next steps of self-identification.

Please insert personal data and upload your photo for self-identification and then waiting for the approval.

To set-up the Pincode for entering to the shareholder's meeting.

In case of appointing a proxy to an independent director

Enter to menu "Proxy"

Choose proxy holder to an independent member and select the name of the independent director who wishes to appoint a proxy holder.

Please upload a photocopy of your ID card and the power of attorney letter and then press the confirm button.
**This must be completed 1 day prior to the meeting date

In case of proxy attending the meeting

Enter to menu "Proxy Direct"

Proxies perform self-authentication in the Proxy Direct menu.

To prepare an invitation letter received from the TSD/ ID card and passport a photocopy of your ID card a photocopy of ID card of the proxy and the Power of Attorney Letter signed by a shareholder.

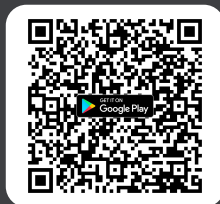
Please insert data proxy and upload a photocopy of your ID card, supplementing document, the Power of Attorney Letter and then waiting for the approval.

To set-up the Pincode for entering to the shareholder's meeting.

On the date of meeting, all shareholders are encouraged to access to the Application IR PLUS AGM, and insert Pincode for registration with attending to the meeting.



The Application IR PLUS AGM,
iOS system,
Version 14.5 upwards



The Application IR PLUS AGM,
ANDROID system,
Version 8 upward



The Manual for
Using Application IR PLUS AGM



Meeting on web App
"webagm.irplus.in.th"

For your future
information
please add id line



Scan QR Code

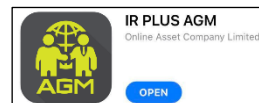
Call Center : 02-022-6200 ext.2

IR PLUS AGM

Electronic-Annual General Meeting (E-AGM)

1. Download and Install application “IR PLUS AGM”

From App Store (Support since iOS 14.5) and Google Play Store (Support since Android 8)



iOS
iOS 14.5 ขึ้นไป



Android
Android 8.0 ขึ้นไป

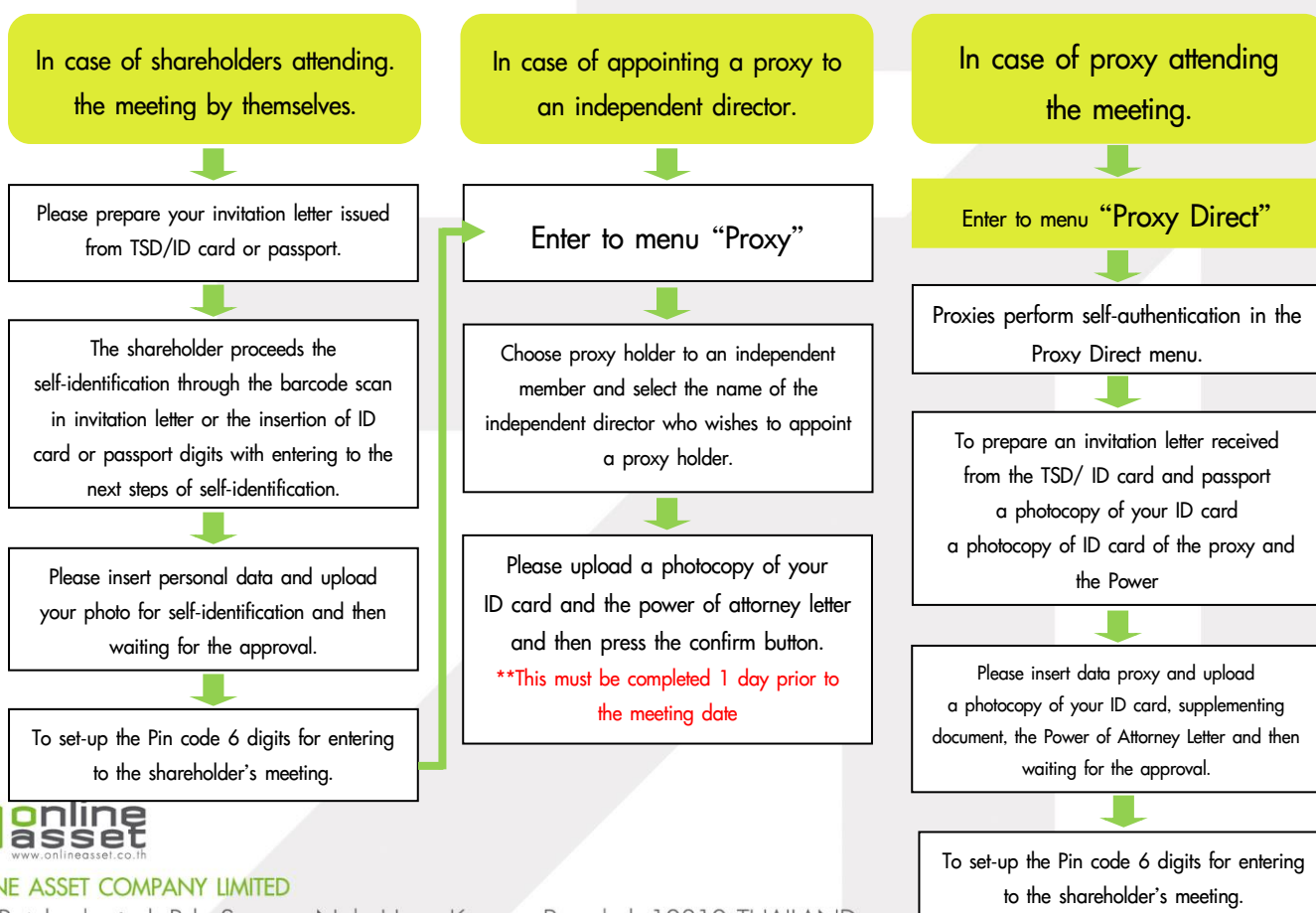


“webagm.irplus.in.th”

Or attend the meeting via the Web App “webagm.irplus.in.th” on Google without an application or program installed.

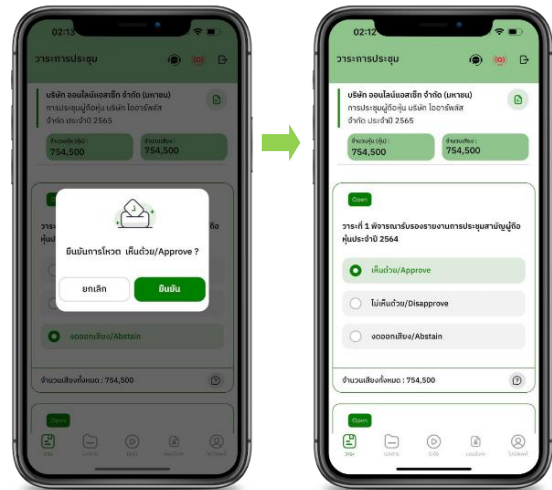
2. Identity verification process (KYC)

- Select the company you want to attend the meeting. And select the status of the user, then Login to access the system with the ID card number of the shareholders.
- Please insert personal data, upload your photo of the ID card, and then take a photograph of the shareholder holding the ID card for identity verification.
- Fill up the OTP received from the system via selected channels (text/e-mail)
- The system will notify the result of identity verification (KYC) as "Approve" or "Disapprove" In case of Disapprove, the shareholder must proceed with the KYC procedure again.
- Set up the Pin code for attend the meeting.

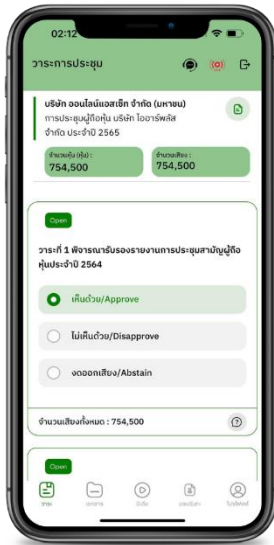






3. How to vote.

The system will Default vote “Agree” on every agenda that can change the vote result “Disagree” or “Abstain”
Then press the bottom confirms to confirm. The system Will change the voting result immediately.
As shown in the picture.









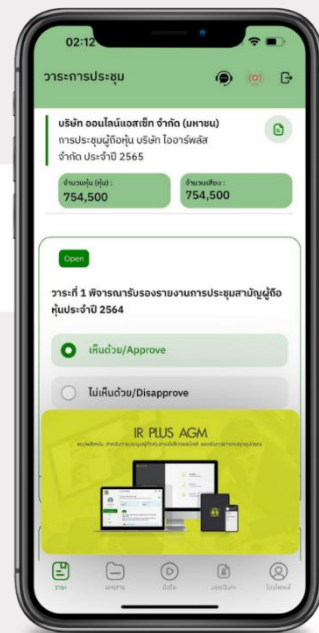
4. Asking question, Text format and VDO Call format



-  In case, Asking questions via VDO Call
Click  that shown on your screen, then type the question.
Then wait for the staff will get back to you.
-  In case, Asking questions via Text
Click  that shown in every agenda to send questions to be asked in that agenda. You can ask a question in the system at any time until the agenda is closed.

5. Other Menu

-  : Document
-  : Media or VDO Presentation
-  : Proxy *Incase Provide proxy to independent directors only.
This must be completed 1 day prior the meeting date
-  : Profile
-  : Log out ****When you confirm to log out the meeting
Your vote will eliminate from the vote base immediately.**
-  : Live stream



If you encounter problems in the use please contact : IR PLUS AGM Call Center

Call : 02-022 6200 ext. 2, 626 Office hours: 9:00 a.m. to 5:30 p.m. Monday to Friday



Add Line id : @irplusagm

Or scan QR Code to report a problem using the system to get help quickly.

Attending the meeting at the Auditorium room (Onsite)

1. Evidence of identification

- **Natural person**

- (1) For the Shareholders who wish to attend the meeting by yourself:
 - Notification of Meeting (with barcode)
 - Please present your identification which has not expired such as identification card, or government official identification card or driving license, or passport.
- (2) If you wish to appoint a proxy holder to attend and vote at the meeting through electronic means on your behalf :
 - Notification of Meeting (with barcode)
 - Completed and duly executed proxy with the grantor's and proxy holder's signature.
 - Certified true copy of the grantor's identification which has not expired such as identification card, or government official identification card or driving license, or passport.
 - Certified true copy of the proxy holder's identification which has not expired such as identification card, or government official identification card or driving license, or passport.

- **Juristic person**

- (1) In case a juristic person wish to have its authorized director attended the meeting on behalf of it:
 - Notification of Meeting (with barcode)
 - Certified true copy of the company's affidavit or certification document specifying the authorization of the authorized director.
 - Please present original of the director's identification such as identification card, or government official identification card or driving license, or passport which has not expired.
- (2) In case a juristic person wish to appoint a person to attend and vote at the meeting on its behalf:
 - Notification of Meeting (with barcode)
 - Completed and duly executed proxy with the grantor's authorized directors' signature and proxy holder's signature.
 - Certified true copy of the grantor's identification such as the company's affidavit, the certification document showing that persons who sign in a proxy are authorized directors.
 - Please present Proxy holder's identification such as identification card, or government official identification card or driving license, or passport which has not expired.

2. Registration

The Company will open for the registration either 2 hours before the Meeting opened or 12.00 p.m. onwards. As the registration will be proceeded by the Barcode System, shareholders or proxy holders should bring the Notice, registration form and proxy for convenience.

A right to attend and vote at the meeting shall be reserved to the shareholder/the proxy holder who brings the completed documents and evidence of identification only.

Voting Method

- (1) 1 share is entitled to 1 vote.
- (2) Shareholders and proxy holders under proxy Form A or B may not split votes in each agenda.
- (3) Custodians who are appointed by foreign investors may split votes under proxy Form C.
- (4) Shareholders may only cast their vote to approve, disapprove, or abstain from voting.
- (5) For shareholders and proxy holders who attend Onsite meeting, the Company provides the ballot for every agenda item requesting the votes. The Company will distribute ballots to shareholders and proxy holders at the registration time. The shareholders or proxy holders who registered after the Meeting started will therefore receive the ballot for the remaining agenda item.
- (6) In each agenda item, the Chairman of the shareholders meeting will request the shareholders to vote. In order to save time of the overall shareholders:
 - (6.1) For the shareholders who attend the meeting through electronic means, the shareholders who “approve” shall not take any action through the electronic voting system, while the shareholders who “object” or “abstain” shall confirm their intention through electronic voting system except in the proxy case that the grantor specified the voting in the proxy, the Company would count the voting according to such proxy at the registration time.
 - (6.2) For shareholders and proxy holders who attend Onsite meeting, the shareholders who “approve” shall not put any mark in the ballot, while the shareholders who “object” or “abstain” shall confirm their intention by putting a mark [✓] and their signature in the ballots distributed and raise his/her hand until the Company’s officer collected such ballot for vote counting except in the proxy case that the grantor specified the voting in the proxy, the Company would count the voting according to such proxy at the registration time.
- (7) For vote counting, the Company would deduct the votes, which are “objection” or “abstention” from the total votes. The remaining votes will be deemed as “approve”. In case that any shareholder or proxy holder who attend Onsite meeting wishes to leave before the Meeting adjourned, please inform the Company’s officer at the registration counter. The officer will withdraw their votes from the system.
- (8) In case the Shareholders or proxies attend the Meeting after completion of voting in any of the agenda items, the Shareholders or proxies have a right to vote only in the next agenda item(s) for which the voting system is still open. For fairness and transparency, when the voting system is closed, the Company cannot amend any information in the voting system.