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Procedures for the registration process for the Annual General Meeting of Shareholders
and appointment of a proxy

1. Registration

- A shareholder or his/her proxy holder may submit a supporting document or evidence to register for meeting at the place of meeting before the meeting time, since 9.00 a.m. on Monday, April 22, 2024.

2. Attending the meeting in person

- Present Original ID Card or Government Officer ID Card or Passport (for foreign shareholder) to register for the meeting. In the case where the name-surname is changed, the document evidencing the change of his/her name or surname must also be presented.

3. Appointment of a proxy

- A shareholder who wishes to appoint a proxy must authorize only one proxy to attend the meeting and vote in the meeting by execution of the proxy in the Form as attached .

- In the case that a shareholder wishes to appoint an independent director as a proxy, can assign a proxy to

1) **Mr. Pirom Chamsai** Independent, Director and Chairman of the Audit Committee, or

2) **Mrs. Suphasri Sutanadhan** Independent Director and Audit Committee Member, or

3) **Mr. Surapol Srangsomwong** Independent Director and Audit Committee Member, or

- For convenience, please send the executed proxy and the supporting documents there to the Company within 17 April 2024. The proxy shall be affixed with the stamp duty of THB 20, and all amendment or correction thereon shall be initialed by the shareholder.

Documents required for granting a proxy

(1) In the case where the proxy is a natural person

- Proxy (Form A or Form B) executed by the shareholder and legally affixed with the stamp duty.
- Certified copy of ID Card or Government Officer ID Card or Passport (in case of foreign shareholder) of the Shareholder.
- Original ID Card or Government Officer ID Card or Passport (in case of foreign proxy holder) of the proxy holder.

(2) In the case where the proxy is a juristic person

- Proxy (Form A or Form B) executed by the authorized person(s) and legally affixed with the Seal (if any) and the stamp duty.
- Certified copy of ID Card of such authorized person(s).
- Copy of Affidavit certified by the authorized person(s) no longer than 6 months before the meeting and affix with the Seal (if any) (In case of Thai Juristic Person).
- Copy of the certificate evidencing the juristic status issued by the competent regulatory (In case of Foreign Juristic Person). Such copy shall be notarized or official certified no longer than 1 year before the meeting.
- Any document of Foreign Juristic Person, which is not made in English, shall be attached with its English translation certified by the authorized person(s).
- Original ID Card or Government Officer ID Card or Passport (in case of foreign proxy holder) of the proxy holder.

(3) In case of the shareholder listed in the share register book as the foreign investors appointing the Custodian in Thailand using Proxy Form C.

- Power of Attorney from the foreign investor shareholder authorizing a custodian to sign the Proxy Form on behalf of the shareholder.
- Letter certifying that the person signing the Proxy Form is authorized to engage in custodian business.
- Any document of Foreign Juristic Person, which is not made in English, shall be attached with its English translation certified by the authorized person.
- Original ID Card or Government Officer ID Card or Passport (in case of foreign proxy holder) of the proxy holder.

4. Voting in the Meeting

4.1 Voting Right

The voting in any agenda shall be in an open and a shareholder shall have one vote for each share.

The Company will provide a ballot to each registered shareholder or proxy holder. The ballot shall publish the voting right and contain with the agenda of the meeting.

4.2 Procedure for Voting

- 1) **In case of the shareholders who attend the meeting in person**, after the presentation in each agenda, the Chairman will request the meeting to vote in such agenda by asking any attendance that votes for disapproval or abstain to hand up or give his/her ballot to the Company's officer for calculation of vote.
- 2) **In case of the proxy holder**, the Proxy shall solely vote in accordance with the authorization by the shareholder as specified in Proxy Form which has been given to the Company's official.
