

Documents and Evidences Required for Meeting of Shareholders' Attendants (Appointment of Proxy, Registration, and Voting)

1. Documents and Evidences to be Presented Prior to Meeting Attendance

In case that the shareholder who is a Thai natural person

1. If the shareholder presents at meeting in person,

The shareholder shall present the valid official document issued by governmental section, such as, Identification Card, Civil Servant Identification Card, Driving License or Passport (Additional Certificates of Name-Surname Change Required, if any).

2. If the shareholder presents at meeting by proxy,

2.1 The power of attorney (either one type of any attachments hereby) with full details filled in, including signatures of both grantor and proxy and a Notice of Shareholders' Meeting shall be presented by the proxy.

2.2 A copy of shareholder's official document (according to section 1) with "Certified true copy" and signed by such shareholder shall be presented.

2.3 A copy of proxy's official document (as same as section 1) shall be presented.

In case that the shareholder is a Thai Juristic Person

1. If the representative of shareholder (Director) attends the meeting in person,

1.1 An official document of Thai Juristic Person issued by the governmental section as same as the personal case (section1) shall be presented.

1.2 A copy of Certificate of Juristic Person Registration which has been "Certified true copy" by the representative of such Juristic Person (Director) who has been assigned legally in written as an authorized person of such Juristic Person shall be presented.

2. If the shareholder presents at meeting by proxy,

2.1 The power of attorney (either one type of any attachments hereby) with full details filled in, including signatures of both grantor (the authorized person of Juristic Person or director) and proxy shall be presented.

2.2 A copy of shareholder's Certificate of Juristic Person Registration with "Certified true copy" and signed by an authorized person of Juristic Person or director who has been assigned legally in written as the authorized person of such Juristic Person shall be presented.

2.3 A copy of the authorized person (director)'s official document who is the grantor in which such copy has been "Certified true Copy" and signed by the authorized person (director) shall be presented.

2.4 A copy of proxy's official document (as same as section 1 of personal case) shall be presented.

In case that the shareholder is a Non-Thai Juristic Person or a Juristic Person registered under foreign laws

The documents presented shall be as same as stated in the previous section. Any original documents which have been issued in foreign languages, except English shall be translated into English and "Certified correct Translation", including signed by such Juristic Person or shareholder as additional attachment.

In case that the shareholder is passed away

The real representative of passed away shareholder may attend the meeting in person or appoint the proxy in order to attend the meeting on his/her behalf. In addition, the valid document of Court Order regarding appointment of real representative signed by an authorized person and issued no more than 6 months shall be presented.

In case that the shareholder is immature person

Parents or legal guardian may attend the meeting in person or appoint the proxy in order to attend the meeting on his/her behalf. The copy of House Registration of shareholder who is immature person shall be additionally presented.

In case that the shareholder is an incompetent person or quasi-incompetent person

The curator or guardian of an incompetent person or quasi-incompetent person may attend the meeting in person or appoint the proxy in order to attend the meeting on his/her behalf. In addition, the valid document of Court Order regarding appointment of curator or guardian signed by an authorized person and issued no more than 6 months shall be presented.

## 2. Appointment of Proxy

The Company has hereby attached 3 types of Proxy Form as follows.

Form A : A General Proxy Form, which is a simple and uncomplicated;

Form B : A Particular Proxy Form, which specifies various particulars for authorization and contains clear and concise details thereof;

Form C : A Specific Proxy Form for being used by foreign shareholder who appoints a custodian in Thailand to be a share depositary.

Any of shareholders who cannot attend the Shareholders' Meeting in person are able to appoint the proxy according to these following principles.

1. For shareholder who has been appeared in the register book as foreign investor and appoints a custodian in Thailand to be a share depositary, such shareholder can choose one out of three forms (Form A or Form B or Form C). For other shareholders, either Form A or Form B can be chosen for appointing of proxy.
2. In case that the shareholder wishes to assign any person in accordance with the intention of such shareholder or if the shareholder wishes to assign any of Independent Directors of the Company, such shareholder shall specify a name and details of the person whom the shareholder wishes to grant a proxy to as specified in the proxy form.
3. A crossed out 20-Baht of duty stamp shall be affixed, including specifying the date of proxy form for accuracy and validity in accordance with law. However, the Company hereby offers such duty stamp required to the proxy on the registration date of Shareholders' Meeting.
4. For any of shareholders who wish to assign an Independent Director of the Company to be a proxy, please submit the completed proxy form together with other related documents which have been signed by such shareholder in accordance with the principle stated above to the Office of Company's Secretary at least 1 day prior to the commencement of Shareholders' Meeting.
5. The shareholder may not split the number of shares by granting proxy to more than one in order to separately split votes. A shareholder shall authorize a proxy to cast the votes pursuant to the total number of shares held by such shareholder. At the same time, such shareholder shall not authorize a proxy to cast the votes less than the total number of shares held by such shareholder.
6. For shareholder who has been appeared in the register book as foreign investor and appoints a custodian in Thailand to be a share depositary and chosen the Proxy Form C, such shareholder can

split some number of total votes as “Approved” and some number of votes as “Disapprove” or some number of votes as “Abstain”.

7. In case that there are the number of agenda discussed in the meeting more than the number detailed in the proxy form, the regular extension card shall be attached with such proxy form.

### 3. Registration of Attendance

The Company shall start the registration of attendance no less than 2 hours prior to the commencement of meeting or from 8.00 hours on April 29, 2020 at Pimarnman Room, Anantara Siam Bangkok Hotel, Rajdamri Road, Bangkok as shown in the map of the meeting venue enclosed.

### 4. Voting

1. Voting shall be made openly by counting one share as one vote. The resolution of Shareholders' Meeting shall consist of the votes as follows.

- In normal cases, a majority of votes of the shareholders presented at the meeting shall be deemed as absolute resolution.
- In other cases required otherwise by laws and/ or the Company's Articles of Association of the Company, such requirement shall be complied. Chairman of the meeting shall inform the shareholders of such requirement prior to voting for each agenda.

In case of a tie of votes, the Chairman of the meeting shall have a casting vote.

2. In case of voting by proxy, the proxy shall cast the vote in accordance with intention of the shareholder specified in the proxy form only.

3. A shareholder or proxy having special conflict of interest in any matters cannot vote on such matter. Chairman of the Meeting may request such shareholder or proxy to temporarily leave the meeting room during such time, except voting for committees' election.