

**Documents or evidences that the shareholders shall present as evidence of the right to attend the meeting, conditions, criteria, meeting attendance procedures, granting of proxies, and voting.**

**1. Self-Attending**

- Individual Shareholder, Thai Nationality shall present the identification card, government officer identification Card or driver license.
- Individual Shareholder, Foreign Nationality shall present the identification card, Passport or document used in lieu of passport.
- In case of change of first name or surname, evidence verifying such change shall be presented.

**2. Proxy**

- Shareholder shall appoint only one proxy to attend and vote at the meeting to Proxy Form B. as attached herewith. Allocation of shares to several proxies to vote in the Meeting is not allowed but one proxy may be authorized from many shareholders.
- The proxy shall have a right to consider and vote as to his/her intention in accordance with specify in the proxy form in each Agenda; Approved Disapprove or Abstain which specify in the Proxy Form B.
- The proxy shall submit the completed Proxy Form with signature to the Chairman of the Meeting and/or the representation before meeting. In case of editing or cross out the main content, the proxy must signed all. **The proxy form will affix 20 Baht stamp duty.**

**Document required for appointment of proxy**

- Individual shareholder
  - Individual shareholder, Thai nationality: a certified true copy of the identification card, government officer identification card.
  - Individual shareholder, foreign nationality: a certified true copy of the identification card, Passport or document used in lieu of passport.
- Juristic Person
  - Thai Juristic Person : copy of Affidavit not exceeding 1 year, certified true and correct by the authorized director(s) of such juristic person, certified true ad correct copy of identification card of the authorizes director(s).
  - Foreign Juristic Person: the authorized signatory of such juristic person shall affix the signature with company's seal affixed on the proxy instrument in the presence of notary public or official with similar authority under the law of relevant country.

Upon the execution thereof, the proxy instrument shall be furnished to competent officer of Royal Thai Embassy or the Royal Thai Consulate, or officer authorized to act on behalf of such competent officer, or person qualified to give full attestation under the law of relevant country to certify the notary public.

- If fingerprint is affixed in lieu of signature, fingerprint of left thumb shall be affixed together with the phase "fingerprint of left thumb of ....." Two witnesses

shall sign and certify genuine fingerprint of such shareholder. Fingerprint shall be affixed before the witnesses. Certified true and correct copy of citizen identification card or civil servant identification card of the witnesses shall also be attached.

- For the Extraordinary General Shareholders' Meeting No.1/2562, if any Shareholder can't attend the Meeting, he/she may authorize any person attending the Meeting as a Proxy to vote on their place to select an Independent Director or Directors of the Company from the following list.

**1. Mr. Sivaraks Pinicharomna, Age 68 yrs.**

**Independent Director & Chairman of Audit Committee**

Address : 7 Soi Ram Inthra, Sub-Soi 2, Khweang Khannayao, Khet Khannayao, Bangkok.

**2. Mr. Gumthorn Utarnwuthipong, Age 78 yrs.**

**Independent Director & Audit Committee**

Address : 420 South Sathorn Road, Khweang Thungmahamek, Khet Sathorn, Bangkok.

**3. Dr. Ryuzo Nagaoka, Age 83 yrs.**

**Independent Director & Audit Committee**

Address : 4-25-13 Mitsuwadai, Wakabaku, Chiba 264-0032, Japan.

- A shareholders desirous to appoint the Company's independent director his/her proxy shall send the proxy instrument being prepared and executed in accordance with the rules mentioned above to Secretary to Administration Division, 159/41-44 Sermmmit Tower, 27-30 Floor, Sukhumvit 21 Road (Asoke), Khwaeng North Klongtoey, Khet Wattana, Bangkok 10110 together relevant documents. The proxy instrument shall be received by the Company at least 1 day prior to the date of the Meeting.
- The proxy desirous to attend the Meeting shall present his/her citizen identification card/ government officer identification card/ passport (in case of foreign person) for registration.
- 3. In Case a Shareholder Deceases:** A state administrator shall be present in the Meeting in person or by proxy. Court's order appointing state administrator certified by the competent officer and issued not exceeding 6 months before the date of the Meeting shall be presented.
- 4. In Case a Shareholder is Minor:** Parents or lawful guardian of shareholder shall be present in the Meeting in person or by proxy. Copy of Household registration of the shareholder shall also be presented.
- 5. In Case a Shareholder is an Incompetent or Quasi-Incompetent:** A guardian or custodian of the shareholder shall be present in the Meeting in person or by proxy. Court's order appointing guardian or custodian certified by the competent officer and issued not exceeding 6 months before the date of Meeting shall be presented.

### **Registration of Attendance**

Officer of the Company shall allow the registration of attendance from 12.00 hours onward on the day of the Meeting.

### **How to Vote**

1. Shareholders shall cast votes on show of hands. One share shall be entitled to one vote. A shareholder may express his/her intention only to approve, disapprove or abstain the vote on each agenda and may not split the number of shares for splitting votes. Resolutions of the Shareholders' Meeting shall consist of the votes as follows:
  - For regular matters, majority votes of shareholders attending the Meeting and entitled to vote shall be deemed final. In case of equality of votes, the Chairman of the Meeting shall be entitled to a casting vote.
  - For matters required otherwise by laws and/or Articles of Association of the Company, such requirements shall be complied. Chairman of the Meeting shall inform the shareholders present in the Meeting before any such agenda shall be voted.
2. The proxy shall vote as specified in the proxy form, except for Custodian appointed by Foreign Investor in accordance with Proxy Form C., have a right to split the number of share for splitting votes in each agenda; to approve, disapprove or abstain.
3. A shareholder having special interest in any matter cannot vote on such matter. Chairman of the Meeting may request such shareholder to leave the Meeting room during such time.
4. The Meeting can resort to the secret voting if requested by at least five shareholders and that the meeting agrees to grant the request. The meeting's chairman will determine the methods of the secret voting and will inform the methods to the meeting before making the secret voting.

### **Voting Procedures**

The Chairman shall propose the Meeting to vote in each agenda by asking time by time whether there is any shareholder disapprove or abstain.

In case of shareholder's disapproval or abstention, shareholder or the proxy shall show their hand except for secret voting. The officer will recommend shareholder or the proxy for the method of secret voting in the Meeting.

### **Counting and Announcement of the Vote**

Prior to the Meeting, the Chairman shall inform that the counting of votes for each agenda by computer system. In the voting resolution, the Chairman would ask and count only the disapprove and abstain votes. These votes would be deducted from all the qualified votes at the meeting of which the remainder would be counted as in favour votes. The vote result of every agenda shall be informed to the Meeting before the Meeting is adjourned.

**The Company has right to allow shareholders or the proxy who present the completed documents to attend the Meeting.**