

Documents & Evidence of Identification, Registration and Voting Methods

According to the policy of the board of directors of the Stock Exchange of Thailand on registered company shareholders' meeting regulations with the objective of becoming a good practice guideline for registered companies, which will build confidence in shareholders, investors and all parties concerned, and to ensure that shareholders' meetings for registered companies are conducted with transparency, legitimacy and in the interests of shareholders, the company has deemed it fitting to designate documents or proof of shareholders indicating shareholder status or the status of shareholder proxies entitled to attend the meeting for the adherence and practice of shareholders. The company reserves the right to exempt the submission of documents or evidence of shareholder status or shareholder proxy status for people entitled to attend the meeting as deemed fitting by the company.

1. Evidence of identification**• Natural person**

- (1) For the Shareholders who wish to attend the meeting by yourself;

Please bring your identification card, or government official identification card or driver license, or passport to verify your right for attending the meeting.

- (2) If you wish to appoint a proxy holder to attend and vote the meeting on your behalf, the following documents need to be presented;

- Completed and duly executed proxy with the grantor's and proxy holder's signature.
- Certified true copy of the grantor's identification such as identification card, or government official identification card or driver license, or passport.
- Proxy holder's identification such as identification card, or government official identification card or driver license, or passport.

• Juristic person

- (1) In case a juristic person wish to have its authorized director attend the meeting on behalf of it, the following documents need to be presented;

- Certified true copy of the company's affidavit or Certification Document(not more than 30days) specifying the authorization of the authorized director.
- Original of the director's identification such as identification card or government official identification card or driver license, or passport.

- (2) In case a juristic person wish to appoint a person to attend and vote at the meeting on its behalf, the following documents need to be presented:

- 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.
 - Proxy holder's identification such as identification card, or government official identification card or driver license, or passport.
- In case Foreign Investors who appointing the Custodians in Thailand for their shares
 - (1) Completed and duly executed proxy (Form C.) from the grantor's authorized the Custodian in Thailand and proxy holder's signature on behalf of the shareholder.
 - (2) Evidences letter of affirmation that the proxy holder has been permitted to act as a custodian.

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.
- In case shareholders is not attend the meeting and delivery proxy to the Company at the address on Envelop attached at least one working day in advance, so the company officer can be verify the documents before the meeting is convened.

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

3. Voting Method

- (1) One share will be counted as one vote, and majority votes will be considered a meeting resolution, unless otherwise stipulated by law. If the number of votes for "Approved" and "Disapproved" are tied, the chairman of the meeting will have an additional vote to cast as the deciding vote and apart from voting as a shareholder.
- (2) The shareholders and proxy holders may not split votes in each agenda.
- (3) To be in accordance with Good Corporate Governance principle, 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 shareholder or proxy holders who registered after the Meeting started will therefore receive the ballot for the remaining agenda item.
- (4) Before voting in each agenda item, the registration will be temporarily closed and will open again after the vote counting is completed.

- (5) In each voting, the Chairman of the shareholders meeting will request the shareholders to vote. In order to save time of the overall shareholders, the shareholders who “Disappointed” or “Abstain” shall conform their intention by putting a mark [✓] and their signature in the voting card distributed and raise his/her hand until the Company’s officer collected such voting card for vote counting except in the proxy case that grantor specified the voting in the proxy, the Company would count the voting according to such proxy at the registration time.

For vote counting, the Company would deduct the votes, which are “Disapproved” or “Abstain” from the total votes. The remaining votes will be deemed as “approve”. In case, if any shareholder or proxy 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 except the shareholder or proxy have been voted the voting card in advance and kept whole voting cards to company.

4. Securities Registrar

Shareholders can confirm the number of shares holding at Thailand Securities Depository Company Limited (“TSD”) who acts as the Company’s Securities registrar by submitting a letter together with your personal documents to:

Thailand Securities Depository Company Limited (“TSD”)

The Stock Exchange of Thailand Building (beside China Embassy)

93 Rachadapisek Road, Dindaeng, Dindaeng, Bangkok 10400

Attention: Ms. Orathai Puttabuttinakul

Tel: 02-009 9383

Email: orathai.p@set.or.th