

## GUIDELINES FOR ATTENDING AN ELECTRONIC MEETING (E-AGM) AND THE APPOINTMENT OF PROXIES AND USER MANUAL FOR IR PLUS AGM SYSTEM

### Guidelines for Attending an Electronic Meeting (E-AGM)

Before registration for attending the electronic meeting (“E-AGM”) via the IR Plus AGM Application, please read and accept the terms and conditions on the IR Plus AGM Application.

#### 1. For shareholders/proxies, please take note of the following:

- 1.1 The shareholders who are entitled to attend the 2025 Annual General Meeting of Shareholders (the “Meeting”) are the shareholders whose names appear on the shareholders register on 11 March 2025 .
- 1.2 In order to ensure that the Meeting is conducted smoothly, please note that if you intend to attend the Meeting on the electronic platform (E-AGM) and have registered to attend the Meeting on the electronic platform (E-AGM), your voting must be cast via the IR Plus AGM Application only.

#### 2. Installation of IR Plus AGM Application and Verification (KYC)

##### 2.1 Installation of the IR Plus AGM Application

Shareholders can install the Mobile Application via a smart phone both in iOS (Support since ios 15) and Android (Support since Android 9).

##### 2.2 Use of Web Application IR Plus AGM

Shareholders can use the web application version of IR Plus AGM via a web browser, Google Chrome, by using URL: <https://webagm.irplus.in.th>

##### 2.3 Verification (KYC)

Before attending an electronic meeting (E-AGM), the shareholders/proxies (in the case of the appointment of a proxy) must perform self-verification (KYC) via the IR Plus AGM Application installed under Clause 2.1 and Clause 2.2, by properly filling in their personal information and preparing the following documents as required by the IR Plus AGM Application:

The shareholders/proxies will be able to perform the self-verification process **from 8 April 2025 at 0900 hrs. onwards** until before the end of the Meeting.

In order to speed up the verification and approval process, the shareholders/proxies are advised to perform the verification process during 0900-1700 hrs. If the shareholders/proxies perform the verification process after 1700 hrs., the Company will verify and approve the verification process on the following day. The shareholders/proxies are also advised to perform the verification process before the date of the Meeting for necessary arrangements.

**On the date of the Meeting, 24 April 2025, the shareholders/proxies may log-in via the IR Plus AGM from 12:00 hrs.**

##### 2.4 Verification of Information and Documents via the IR Plus AGM Application

The shareholders/proxies agree and acknowledge that the Company has the right to verify the correctness and completeness of the information and documents provided by them under Clause 2.3 above. If, after reviewing the information and documents, the Company finds that the information and documents are correct, the Company will approve the registration to attend the Meeting and inform the result to the shareholders/proxies via the IR Plus AGM Application in order for the shareholders/proxies to set up a pin-code for attending the Meeting via the IR Plus AGM Application.

In the interest of the security of personal data and in protecting your rights, the shareholders/proxies are advised to keep the pin-code confidential and not to disclose the pin-code to any other person. If the Company finds that any information or document is incorrect or incomplete or false, the Company may request additional documents for verification, or decline the registration for attending the Meeting, as the case may be.

### 3. Attending the Meeting and Voting via the IR Plus AGM Application

- 3.1 After the shareholders/proxies have completed the verification process (KYC) and set the pin-code under Clause 2.4, the shareholders/proxies may attend the Meeting via the IR Plus AGM Application by filling in the identification card numbers as the username and enter the pin-code.
- 3.2 The right to attend and cast votes at the Meeting via the IR Plus AGM Application is exclusive for each shareholder. One username may not be able to log in the IR Plus AGM simultaneously on several devices. Therefore, the shareholders/proxies must use the username and pin-code to attend the Meeting themselves, and must not give their usernames and pin-codes to any other person.
- 3.3 In the case that one person is appointed by several shareholders, the proxy may attend the Meeting for one shareholder per one device only.
- 3.4 In the casting of votes via the IR Plus AGM Application, the shareholders/proxies may cast their votes on every agenda item at the commencement of the Meeting, or cast their votes during the consideration of that particular agenda item. Votes will be collected after the vote counting.
- 3.5 **In the vote counting, the Company will set all the votes to be “approve”, and the votes for “disapprove” or “abstain” will be deducted from the total number of votes. If the shareholders/proxies intend to vote for “disapprove” or “abstain”, the shareholders/proxies must vote either for “disapprove” or “abstain. If no vote is selected, the system will treat such vote as “approve” automatically.**
- 3.6 In the case that a shareholder/proxy logs-out from the application before voting for any agenda item, the shareholder/proxy will not be counted as part of the quorum for that agenda item, and the vote of the shareholder/proxy shall not be counted for that agenda item. However, if a shareholder/proxy logs-out from any agenda item, the right to attend the Meeting and vote for other agenda items pending consideration shall not be prejudiced.

### 4. Raising questions and expressing opinions during the Meeting

- 4.1 The Meeting will be broadcast via the IR Plus AGM Application only. In order to ensure that the Meeting shall be conducted smoothly, in the case that a shareholders/proxy has any question or would like to express his or her opinion on any agenda item, the shareholder/proxy can choose text format or VDO Call format to submit questions or to express an opinion in the system. The system will arrange the questions and opinions by the order of time requested. Questions asked and opinions expressed must be related to the agenda items being discussed.
- 4.2 If, during the Meeting, a shareholder/proxy undertakes any act that interferes with the Meeting, or causes nuisance to any other person in the Meeting, the Company reserves the right to prevent any such act that interferes with the Meeting or causes nuisance to any other person.

### 5. Other Conditions

- 5.1 The content, both sound and vision of the Meeting, are the sole intellectual property of the Company. The Company does not allow any person to record, modify, or disseminate the sound or the vision of the Meeting and reserves the right to undertake any legal act against any such person.
- 5.2 In the case that a shareholder/proxy uses the system in relation to the Meeting via the IR Plus AGM that is not in compliance with the Guidelines or other manuals provided by the Company in the interest of the Meeting, and as a result the Company sustains damage for any reason, the shareholder/proxy shall be liable to pay damages and expenses arising from any lawsuit filed by any other person to the Company, including lawsuits by the Company to the shareholder/proxy.

5.3 The Company reserves the right to undertake any act in the case that any shareholder does not comply with the Guidelines, and may suspend the shareholder's right to attend the Meeting via the IR Plus AGM Application if, during the Meeting, the shareholders/proxies fail to comply with the Guidelines.

**6. In the case that a shareholder intends to appoint an Independent Director as his or her proxy to attend and cast votes in the Meeting on his or her behalf in the E-AGM**

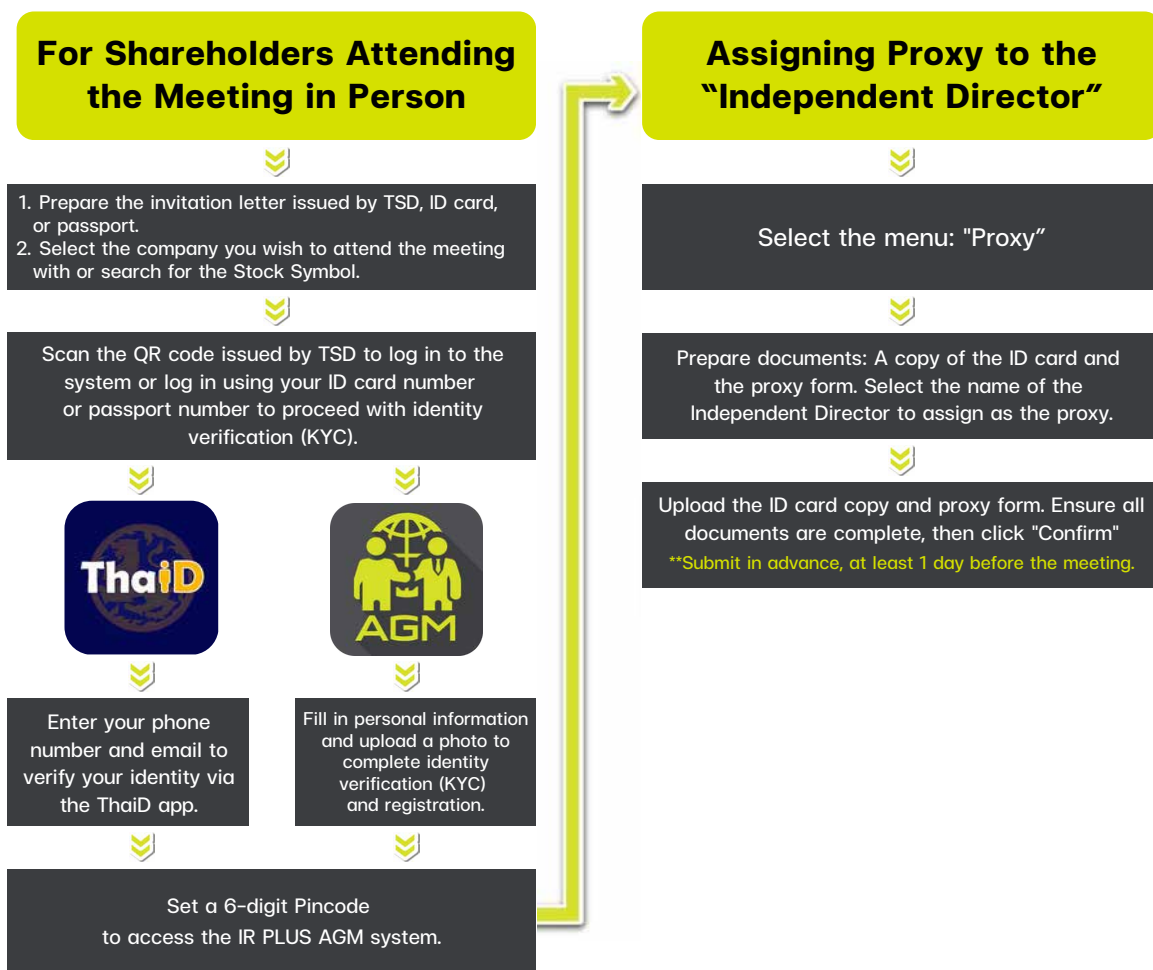
The shareholders may appoint an Independent Director of the Company, either **Mr. Prasit Damrongchai** or **Mrs. Pankanitta Boonkroong**, both of whom do not have any special interest in any agenda item proposed in the Meeting. The information of the Independent Directors is detailed in [Enclosure 7](#) and the Proxy Form in [Enclosure 8](#), sent along with the invitation letter.

**7. Contact Channel**

In the case that a shareholder/proxy experiences any difficulty in using the E-AGM application before or during the Meeting, please contact IR Plus, the service provider of the E-AGM application, at telephone number 02-0226200, extension 2 or 626, Line OA : @irplusagm, and e-mail : irplus.agm@irplus.in.th, from 8 – 24 April 2025 at 0900-1700 hrs.



## Steps for Shareholders / Proxy Holders to Verify Identity (KYC) through the **IR PLUS AGM** System



On the meeting day, shareholders/proxy holders log in to the **IR PLUS AGM** system and enter the 6-digit Pincode to register for the meeting.



Download the Application IR PLUS AGM  
iOS system ver. 15 or higher



Download the Application IR PLUS AGM  
Android system ver. 9 or higher



User Manual IR PLUS AGM system  
TH and ENG



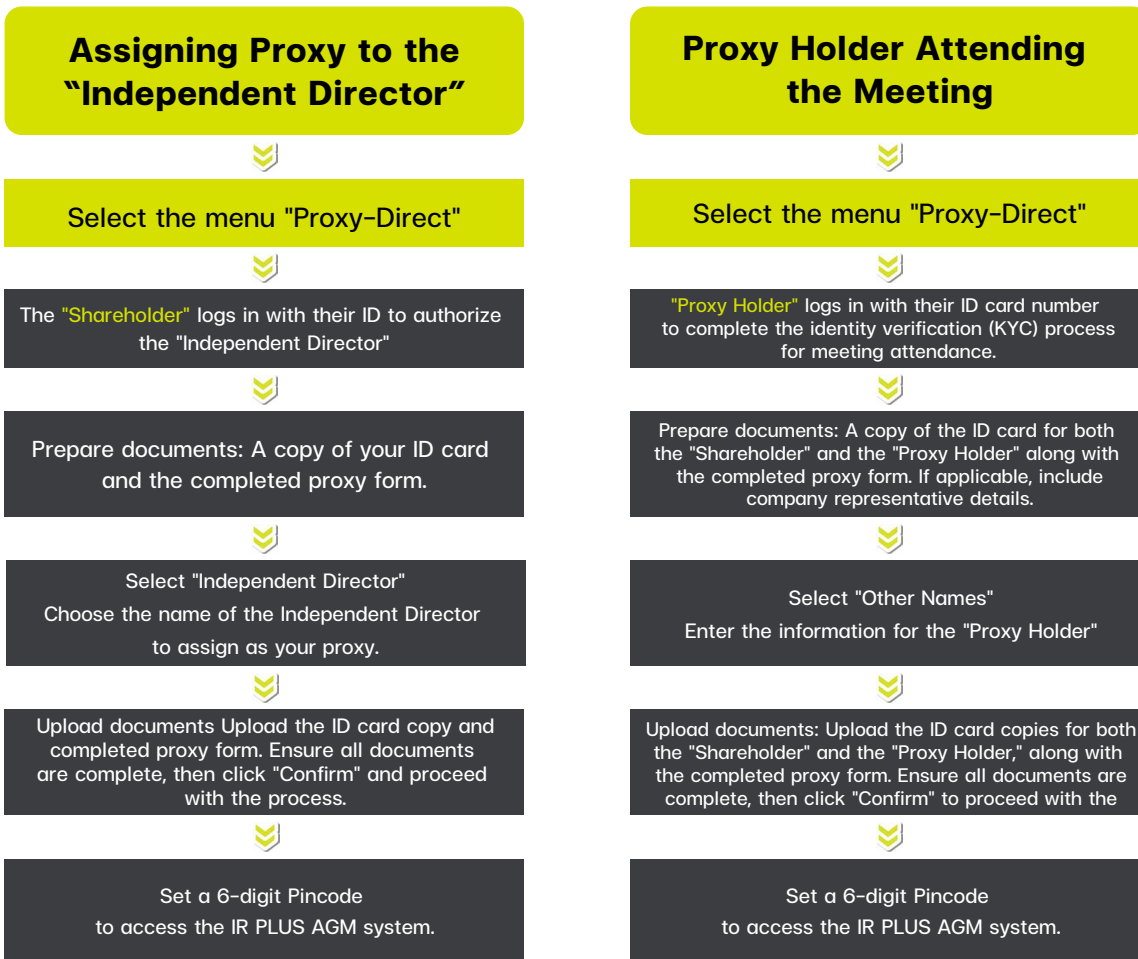
Meeting on Web App  
**"webagm.irplus.in.th"**

Contact Us | Add us on Line |  @irplusagm | Scan QR Code



Call Center : 02-022-6200 Ext. 2  
e-mail : irplus.agm@irplus.in.th



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 Download the Application IR PLUS AGM <small>iOS system ver. 15 or higher</small>	 Download the Application IR PLUS AGM <small>Android system ver. 9 or higher</small>	 User Manual IR PLUS AGM system <small>TH and ENG</small>	 Meeting on Web App <b>"webagm.irplus.in.th"</b>
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Contact Us  
Add us on Line



@irplusagm

Call Center : 02-022-6200 Ext. 2  
e-mail : irplus.agm@irplus.in.th