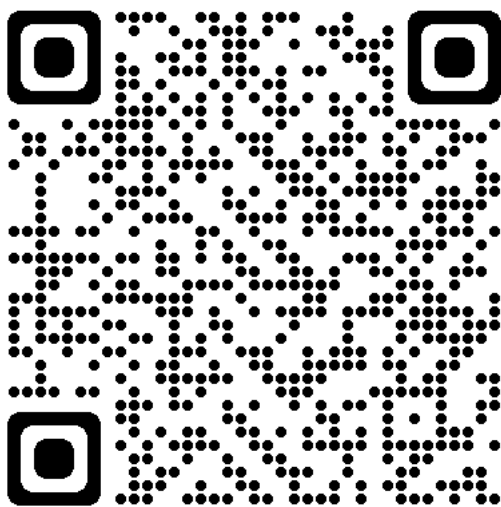


Procedures for Attending the 2025 Annual General Meeting of Shareholders (E-AGM) documents required for meeting attendance, and proxy granting

The Shareholders or proxies who would like to attend the E-AGM must submit an application to attend the meeting by Electronic Method via the Link at

<https://psp.foqus.vc/registration/>

หรือสแกน QR Code เพื่อเข้าสู่ระบบ



The system will be available to access from April 5, 2025 at 8:00 hours to April 28, 2025 at 17:00 hours

1. After logging into the system, the shareholders or proxies must prepare the following information (which should be in line with the shareholders information determined as at the Record Date from the Thailand Securities Depository Co., Ltd.) to fill in through the system:

- Securities holder registration number
- Identification Card Number/Passport Number/ Registration Number for juristic person
- E-Mail address for receiving the WebLink, Username and Password for attending the

Meeting

- Mobile Phone Number
- Additional documents as detailed in this document

2. When the Company receives the information according to item 1 from shareholders or proxies, the Company will check the documents to confirm the right to attend the meeting. After that, shareholders or proxies will receive an email with the following details.

- Username and Password
- WebLink for attending E-AGM system
- User Manual

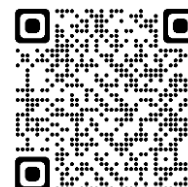
In case the request is rejected, the shareholders will receive an e-mail to notify on the details and reason for rejection, then the Shareholder can resubmit the information through the system.

3. Please keep your username and password confidential. Do not disclose it to others, and in case your username and password are lost or not received by April 27, 2025 at 17:00 hours, please contact Quidlab within April 28, 2025 at 12:00 hours. (Tel. 02-013-4322 or 080-008-7616)
4. Please study the manual on how to use the E-AGM meeting system that the Company has sent to you by e-mail carefully. The system will allow you to register for the meeting 2 hours before the start of the meeting. However, the live broadcast of the conference will only start at 14:00 hours
5. For the voting method during the E-AGM meeting, you can vote on each agenda by voting "Agree" or "Disagree" or "Abstain". In case you do not vote for any agenda, your vote will be counted as "Agree" automatically.
6. In case you encounter technical problems while using the E-AGM meeting system before the meeting or during the meeting, please contact Quidlab, the E-AGM meeting conference system provider of the Company. The channel to contact Quidlab can be found in the email that has sent username and password to you.

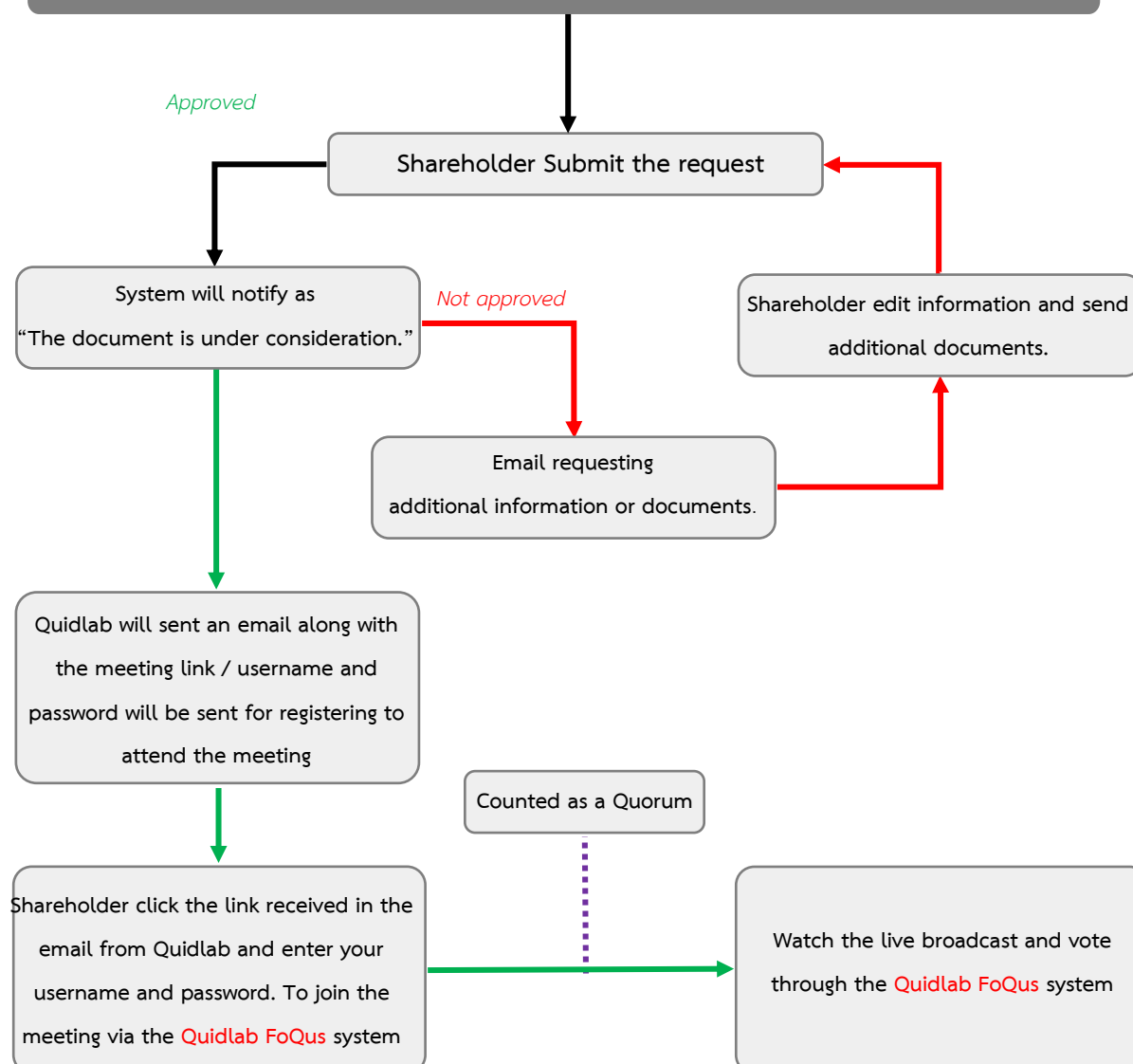
Guidelines for attending The Annual General Meeting of Shareholders by Electronic Method. (E-AGM)

Shareholders or proxy wish to attend the meeting via electronic media. (e-Meeting)

1. Submit a request to attend the E-AGM at <https://psp.foqus.vc/registration/> or Scan Qr- Code
2. Fill the required fields into the system
3. Attach the supporting documents as required



Document registration system will be available from April 5, 2025 at 8:00 a.m.  
Until April 28, 2025 at 5:00 p.m.



**Document for attending The 2025 Annual General Meeting of Shareholders by Electronic  
Method (E-AGM)**

---

**Ordinary Person**

**1. In case the shareholders attend the meeting by themselves.**

Valid evidence issued by government authorities, e.g. the identification card, government officer identification card, driver's license or passport including the evidence of name or last name's change (if any), with all documents signed to certify them as true copies.

**2. In case of granting proxy holder.**

- 2.1 One of the proxy forms as attached to the Invitation to Shareholders' Meeting completely filled in and signed by shareholder and proxy.
- 2.2 Certified true copy of valid evidence of the shareholder as specified in item 1.
- 2.3 Certified true copy of valid evidence of the proxy as specified in item 1.

**Juristic Person**

**1. In case of shareholder's representative (director) attending the meeting by themselves.**

- 1.1 The identification documents of such authorized representative similar to those of ordinary person as specified in item 1.
- 1.2 Copy of shareholder's Affidavit not over three months certified by the authorized director along with message demonstrating that the authorized director has the authority to act on behalf of the shareholder.

**2. In case of shareholder appointing proxy holder**

- 2.1 One of the proxy forms as attached to the Invitation to Shareholders' Meeting, completely filled in and signed by the authorized director of shareholder and proxy.
- 2.2 Copy of shareholder's Affidavit not over three months certified by the authorized director along with message demonstrating that such authorized director signing the proxy form has the authority to act on behalf of the shareholder.
- 2.3 Certified true copy of valid evidence issued by government authorities of the authorized director signing the proxy form.

2.4 Certified true copy of valid evidence of the proxy issued by government authorities similar to those of individual shareholder specified in item 1.

**3. In case of Foreign Shareholder appointing a Custodian in Thailand**

3.1 All evidence similar to those of the Juristic Person as specified in items 1 or 2.

3.2 In case the foreign shareholder authorizes the custodian to sign the proxy form on its behalf, the following documents are required:

- 1) Power of Attorney by foreign shareholder authorizing custodian to sign the proxy form on its behalf.
- 2) Letter certifying that such custodian signing the proxy form has the permission to engage in the custodian business. In case the original document is not in English, it shall be translated into English, and certified true and correct translation by the shareholder (in case of ordinary person) or the authorized representative of shareholder (in case of juristic person).

Note : The Company will not make a request for additional document or creating an undue burden to the shareholders (e.g. not to use the shareholder's original ID card for proxy, specify in addition to the documents or the formal circular letter related.

**Guideline for Proxy Preparation**

The Company has provided 3 proxy forms: Form A/ Form B / Form C prescribed by the Department of Business Development, Ministry of Commerce to be used in the following cases:

Form A: simple and general proxy form

Form B: specific proxy form

Form C: proxy form for foreign shareholder appointing a custodian in Thailand

**Shareholder who is not able to attend the Meeting may appoint the proxy as follows:**

1. Select only one of the three forms provided above as follows:
  - 1.1 General shareholder shall select only one of either Form A or Form B.
  - 1.2 Shareholder listed in the share register book as foreign shareholder appointing the custodian in Thailand can select only Form C
2. Authorize a person or an Independent Director to attend and vote at the Meeting on your behalf by specifying the name with details of a person to be your proxy or marking in front of the name of an Independent Director to be your proxy. Shareholder does not need to affix duty stamp on the proxy form as the Company will handle it.

3. The shareholder may send the completed proxy form together with the above documentation to the Company via Quidlab system or via Email: [comsec@psp.co.th](mailto:comsec@psp.co.th) no later than 17:00 hours (Thailand time) on April 28, 2025 so that officers of the Company are given enough time to check the documentation. Spilt of shares to several proxies to vote in the meeting is not allowed. Shareholder shall authorize the proxy holder to cast the votes equal to the total number of shares held by shareholder. Authorizing less than the total number of shares is not allowed except for the custodian appointed by foreign shareholder in accordance with proxy form C.

### **Meeting Registration**

The registration for attending the meeting will be opened at 12:00 hours on April 29, 2025. The meeting will start at 14:00 hours via Electronic means by broadcasting live only.

### **Voting**

#### Voting Process

1. The Chairman of the meeting shall propose the shareholders to cast their votes for each agenda.
2. Only shareholders desiring to cast their votes as disapproval or abstention are required to mark in a box as disapproval or abstention, for counting by the system.
3. Shareholders who cast votes as approval or do not indicate any mark on the box will be assumed to have approved the agenda as proposed by the Chairman.

#### Vote Counting Procedures

1. One share shall be counted as one vote and the majority of the votes shall be deemed a resolution except as specified otherwise by law. In case of a tie vote, the Chairman shall cast the deciding vote.
2. In order to count the voting results for each agenda, the Company will count only the votes as disapprovals and abstentions, and deduct them from the total votes of shareholders and proxies recorded in advance.
3. The voting results for each agenda will be announced for votes as approval, disapproval, and abstention based on the latest number of shares held by attendees in the meeting.