Guidelines for Proxy Appointment, Registration, and Identification Documents Required to Attend and Vote in the General Meeting of Shareholders

Appointment of Proxy

The Company has dispatched Proxy Form B as specified by the Department of Business Development, Ministry of Commerce. Any shareholder who is unable to attend the Meeting can consider to appoint the other persons or any of Independent directors as proposed to act as his/her proxy as follows:

1. Mr. Asadakorn Limpiti Independent Director / Audit Committee

Chairman of Risk Management Committee

2. Mr. Nivat Bangsa-iam Independent Director / Audit Committee /

3. Mr. Tanai Charinsarn Independent Director / Nomination Remuneration

and Good Corporate Governance Committee

Including details of age, education and work experience. History of Board of Directors 'meeting and the proportion of shareholding in the company of each director as Enclosure 8. Shareholder of proxy may specify more than one proxy for flexibility. In case any of the appointed proxies are unable to attend the meeting in person, other proxies can attend the meeting for them. However, proxies are entitled to attend and vote for only one. Also, unable to split the number of shares to several proxies for vote's separation. Additionally, voting of each agenda item, shareholders have the right to vote only for approval, disapproval or abstention.

Documents Verify Eligibility to Attend the Meeting

Participants are requested to present the following documents, prior to attend the meeting (if any):

For Individual Shareholders

- 1. In case of attendance in person:
 - Present an identity document with name, surname, photo and validity from government issuing i.e., Identification card or Government Official Identification card or passport. In the event of changing name or surname, evidence certifying also require.
- 2. In case of appointment proxy:
 - The Proxy form that we have enclosed with Notice of the Meeting already filled in and signed by both grantor and proxy.
 - Copy of identity document issued to Shareholder by Government Official Identification as specified no. 1 with certified true copy by the shareholder.
 - Identity document that Government issued to the Proxy, the same as specified no. 1.

For Juristic Shareholders, registered in Thailand

- 1. In case of authorized Juristic person's representative, attendance in person:
 - An Identity document of the representative issued by Government Official, the same as ordinary people as specified no.1.
 - Affidavit of shareholder that certified true copy by Juristic person's representative which show that he/she attends the meeting with authorized person to act on behalf of the shareholder.

2. In case of appointment proxy:

- The Proxy form has enclosed Notice of the Meeting with already filled in and signed by the juristic person's representative as grantor and proxy.
- Certified true copy of shareholder's Affidavit by juristic person's representative and shows that the representative who sign the proxy with authorized person to act on behalf of the shareholder.
- An Identity document of the proxy issued by Government Official, the same as ordinary person as specified no.1.
- Copy of identity document issued by Government Official for Juristic person's representative, the same as specified no. 1 with certified true copy by the Juristic person's representative.

For Non-Thai Shareholders and Juristic Persons Incorporated under Foreign Law

To arrange documents similar to the cases of shareholder who is an ordinary and juristic person with their identity documents (if any cases) as the following:

- Certified true copy of shareholder's passport or representative of juristic person or proxy (if any).
- Certified true copy of Affidavit, issued by Government Official as located and sign by juristic's representative with detail of the Affidavit contain with the name of Juristic person and condition or limitations of authorized signature including the location of Head Office.
- Any document without master copy of English language must be attached with English translation and certified true copy by the shareholder or representative of the juristic person.

For Foreign Shareholders and appointing Custodian in Thailand

- Documents similar to the case of juristic person.
- Power of Attorney granted by shareholder to authorize custodian to sign the Proxy Form on his/her behalf.
- Certify letter of custodian who signs a proxy form shows that the custodian is permitted to engage in the business of custodian.

Voting

Agenda generally

- Voting shall be counted as one share one vote with majority votes. In case the vote is equal, the Chairman of the meeting will take a decision to casting vote for the final vote, apart from the vote of shareholders.
- 2. Voting of each agenda item, the Chairman of the Board of Directors will offer to the shareholders for voting and ask whether object, disagree or abstain. Please raise hand up:
 - If any shareholder raises a hand up to object or abstain, they will record and resolve to object or abstain from voting then submit to an officer for counting the vote each agenda item. The shareholders who have not raised their hands up will be deemed to resolve for approval by the Chairman as proposed to the meeting for consideration.
 - If no any shareholder raises a hand up to object or abstain will be deemed to
 resolve unanimously by the Chairman approval. Unless the shareholder has
 marked in a proxy form to object or abstain and already recorded by the company
 as proposed to the meeting for consideration.
- 3. Any person who is stakeholder special to any of agenda item shall not be entitled to vote that item. Any the vote that remove directors without any restrictions.
- 4. Shareholders who attend the meeting in person. Can cast a ballot that distributed during the registration. For proxy. votes in the ballots as required by the grantor that specified to the proxy form. Also deliver to the officer for recording together with the votes that shareholders have appointed the proxy in advance to the Independent Directors as proposed by the company.

Committee agenda

Agenda for the election of directors under Clause 16 of the Article of Association Requires the shareholders to elect directors under the rules and procedures as follows:

- 1. Shareholders shall be entitled to one vote.
- 2. Each shareholder shall be entitled to take all of the votes: (1) to elect one or more persons as directors, but will divide to the any the split vote for whoever is not much.
- 3. The person who received the highest votes. Respectively, to a person who has been elected as a director of the Committee should have or be elected at that time. In the event that the person who was elected in a descending order of votes equal more than the number of directors to be due or be elected at that time for a president who is a casting vote.

Counting of votes.

Chairman of the meeting or staff will explain how to count the votes before the start of the meeting agenda.

Counting of votes on each agenda item. The company will count the votes of the shareholders at the meeting. And shareholders to appoint proxies to the Company recorded pre-while proxies to attend registration. The vote does not agree. And abstention. Deducted from the total shares of the meeting and entitled to vote on each agenda item.

The Chairman will announce the meeting of the voting on each agenda item. After voting on each agenda item ends. The estimate will separate voice and approve by voice vote and represent a few percent does. Each session will use the number of shares of the last meeting.