

# Guidelines for attending the Annual General Shareholders' Meeting for the year 2023 via electronic means by IR PLUS AGM (short form) $\begin{tabular}{l} IR PLUS AGM \end{tabular}$

# Electronic-Annual General Meeting (E-AGM)

## 1. Download and Install application "IR PLUS AGM"

From App Store (Support since iOS 14.5) and Google Play Store (Support since Android 8)









"webagm.irplus.in.th"

Or attend the meeting via the Web App "webagm.irplus.in.th" on Google without an application or program installed.

## 2. Identity verification process (KYC)

- Select the company you want to attend the meeting. And select the status of the user, then Login to access the system with the ID card number of the shareholders.
- Please insert personal data, upload your photo of the ID card, and then take a photograph of the shareholder holding the ID card for identity verification.
- Fill up the OTP received from the system via selected channels (text/e-mail)
- The system will notify the result of identity verification (KYC) as "Approve" or "Disapprove" In case of Disapprove, the shareholder must proceed with the KYC procedure again.
- Set up the Pin code for attend the meeting.

In case of shareholders attending. In case of appointing a proxy to the meeting by themselves. an independent director. Please prepare your invitation letter issued Enter to menu "Proxy" from TSD/ID card or passport. The shareholder proceeds the Choose proxy holder to an independent self-identification through the barcode scan member and select the name of the in invitation letter or the insertion of ID independent director who wishes to appoint card or passport digits with entering to the a proxy holder. next steps of self-identification. Please upload a photocopy of your Please insert personal data and upload ID card and the power of attorney letter your photo for self-identification and then and then press the confirm button. waiting for the approval. \*\*This must be completed 1 day prior to the meeting date To set-up the Pin code 6 digits for entering to the shareholder's meeting.

In case of proxy attending the meeting.

Enter to menu "Proxy Direct"

Proxies perform self-authentication in the Proxy Direct menu.

To prepare an invitation letter received from the TSD/ ID card and passport a photocopy of your ID card a photocopy of ID card of the proxy and the Power

Please insert data proxy and upload a photocopy of your ID card, supplementing document, the Power of Attorney Letter and then waiting for the approval.

To set-up the Pin code 6 digits for entering to the shareholder's meeting.

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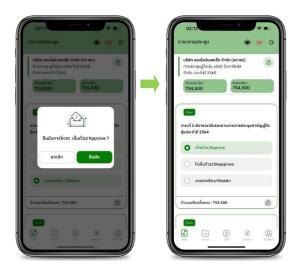
#### 3. How to vote.

The system will Default vote "Agree" on every agenda that can change the vote result "Disagree" or "Abstain" Then press the bottom confirms to confirm. The system Will change the voting result immediately.

As shown in the picture.

# 4. Asking question, Text format and VDO Call format





In case, Asking questions via VDO Call

Click that shown on your screen, then type the question.

Then wait for the staff will get back to you.

② In case, Asking questions via Text

Click ② that shown in every agenda to send questions to be asked in that agenda. You can ask a question in the system at any time until the agenda is closed.

#### 5. Other Menu

- Document

- (D): Media or VDO Presentation

- Proxy \*Incase Provide proxy to independent directors only.

This must be completed 1 day prior the meeting date

- (2) : Profile

- Log out \*\*When you confirm to log out the meeting

Your vote will eliminate from the vote base immediately.

- (ive stream)



If you encounter problems in the use please contact: IR PLUS AGM Call Center

Call: 02-022 6200 ext. 2, 626 Office hours: 9:00 a.m. to 5:30 p.m. Monday to Friday



Add Line id : @irplusagm

Or scan QR Code to report a problem using the system to get help quickly.



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