



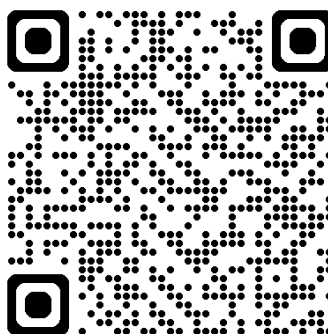
## Procedures required prior to attending the meeting and registration for attending e-Meeting

### Self-Attending e-Meeting:

1. Shareholders or proxies shall register and upload a copy of identification evidences requesting to attend the eAGM to confirm the right to attend the e-Meeting through;

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

or scan QR Code below;



The system will be open for registration from 14th March to 3rd April 2025

\*Quidlab User's Manual Document Registration System <https://quidlab.com/img/eagm/Document Upload Thai.pdf>

2. Once logging in, shareholders or proxies shall fill out the information as displayed on the system, where the information entered must match the TSD's information as of Record Date that received.

- Identification card number / Passport number / Company's registration number
- Securities holding number
- E-Mail for receiving 'Username' and 'Password' to login 'WebLink' for e-Meeting
- Mobile phone number
- Identification documents

Self-Attending	Proxy / Corporate Entity, whose proxy not Company's independent director
Copy of dentification card or copy of valid passport with certified true copy	<u>Individual</u> Copy of dentification card or copy of valid passport of shareholder and proxy with certified true copy, together with filled-proxy form A or proxy from B in attachment 7



Self-Attending	Proxy / Corporate Entity, whose proxy not Company's independent director
	<p><b><u>Corporate Entity</u></b></p> <p>Copy of company's registration no more than 30 days old certified true copy by authorized directors with company seal (if any) and the certified copy of authorized directors and proxy' identification card or copy of valid passport, together with filled-proxy form A or proxy from B in attachment 7</p>
	<p><b><u>Foreign Corporate Entity</u></b></p> <p>A certified true copy of the corporate certificate must be notarized by a Notary Public within 30 days and submitted along with the power of attorney. This document must then be further certified by an authorized officer of the Thai Embassy or Thai Consulate, a designated officer acting on their behalf, or a person authorized to provide complete certification according to the laws of that country (Notary Public). Additionally, a certified true copy of the attorney-in-fact's valid identification card or passport, signed by the authorized person, must be provided.</p>

3. After the Company received the documents according step no. 2 from shareholders or proxies, the Company will check the documents to confirm the right to attend the meeting, after approved the verification, the shareholders or proxies shall receive the following;

- Username and Password
- WebLink for logging into the e-Meeting system.
- e-AGM conference system user manual

If shareholder or proxy is not approved, you will receive an email stating the reason and may submit additional documents or corrected documents.

4. Shareholders or proxies are requested to keep their Username and Password confidential and not disclose them to others. In the event that your Username and Password are lost or have not been received by April 3, 2025, please contact [info@quidlab.com](mailto:info@quidlab.com) or call 02-013-4322 or 080-008-7616 immediately.



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ISO 9001  
ISO 14001  
GMP



5. Please study the e-Meeting system user manual that sent along with username and password details to the shareholder or proxy' e-mail. The e-Meeting system will open for you to register 1 hour prior to the starting time of the meeting. However, the streaming will begin at the meeting time only.
6. During e-Meeting, the attendees voting in each agenda; agree, disagree, or abstain. If there is no vote, the system will automatically count as agree.
7. In case you encounter any technical problems in using the e-Meeting system before or during the meeting, please contact Quidlab Company Limited, the Company's e-Meeting system provider. The official contact of Quidlab Company Limited will be sent along in the email that sent your username and password to you.