



Registration

1. Document for registration and Appointment of Proxy

1.1 **In case the shareholder is present at the meeting in person** use the following documents

- Individual shareholder with Thai nationality
 - 1) Citizen Identification card
- Individual shareholder with foreign nationality
 - 1) Notice of Meeting (QR Code)
 - 2) Shareholder’s certificate of alien registration or passport or document used in lieu of passport.
 In case of change of first name or surname, evidence verifying such change shall be presented.

1.2 **In case the shareholder is present at the meeting by proxy**

- The shareholders can appoint any person to be their proxies as they wish.
- **Shareholders are recommended to appoint an independent director as their proxies** by specifying any one of the following independent directors:

Name	Age (years)	Positions	Address	Special conflict of interest in the proposed agenda
1. Mr. Khemajit Choomwattana	54	Independent Director / Member of the Audit Committee	Meb Corporation Public Company Limited 99/27 Software Park	No special conflict of interest in any Agenda
2. Mr. Krit Pattamaroj	43	Independent Director / Member of the Audit Committee	8th Floor, Chaengwattana Rd., Klong klue, Pak-Kred, Nonthaburi 11120	No special conflict of interest in any Agenda

Remarks: Independent director is the person who fully qualified and independent as determined by the Board of Directors’ charter which is stricter than the guideline of the Securities and Exchange Commission which showed in the qualification and profiles of the independent directors in Section 8.1.1.1 and Enclosure 1 of Form 56-1 One Report

Appointment of Proxy use the following documents.

- Individual shareholder with Thai nationality
 - 1) Notice of Meeting (QR Code)
 - 2) Proxy Form A or Form B
 - 3) Photocopy of the shareholder’s citizen identification card or civil servant identification card or passport which are certified true and correct by the shareholder.
 - 4) Photocopy of proxy’s citizen identification card, driving license or civil servant identification card or passport (in case of foreign person) which are certified true and correct by the proxy.
- Individual shareholder with foreign nationality
 - 1) Notice of Meeting (QR Code)
 - 2) Proxy Form A or Form B
 - 3) Photocopy of the shareholder’s certificate of alien registration or passport or document used in lieu of passport which are certified true and correct by the shareholder.
 - 4) Photocopy of proxy’s citizen identification card, driving license or civil servant identification card or passport (in case of foreign person) which are certified true and correct by the proxy.

- Shareholder is a juristic person registered in Thailand.
 - 1) Notice of Meeting (QR Code)
 - 2) Proxy Form A or Form B
 - 3) Photocopy of citizen identification card or civil servant identification card of the authorized director(s) which are certified true and correct by the authorized director(s) power to bind such juristic person.
 - 4) Photocopy of Certification Document issued by Ministry of Commerce or competent authority issued no longer than 1 year which certified true and correct by the authorized director(s) power to bind such juristic person.
 - 5) Photocopy of proxy's citizen identification card, driving license or civil servant identification card or passport (in case of foreign person) which are certified true and correct by the proxy.
- Shareholder is a juristic person registered in a foreign country.
 - 1) Notice of Meeting (QR Code)
 - 2) Proxy Form A or Form B
 - 3) Photocopy of juristic person's certification document and citizen identification card or passport (in case of foreigner) of the authorized director(s) which its signature is certified by notary public no longer than 1 year.
 - 4) Photocopy of proxy's citizen identification card, driving license or civil servant identification card or passport (in case of foreign person) which are certified true and correct by the proxy.
- Shareholder is a juristic person registered in a foreign country for which a custodian in Thailand is appointed.
 - 1) Notice of Meeting (QR Code)
 - 2) Proxy Form C
 - 3) Power of Attorney executed by the shareholder authorizing the custodian to execute the proxy form on behalf of such shareholder
 - 4) Letter confirming that the person executing the proxy form has obtained a license for being a custodian
 - 5) Photocopy of proxy's citizen identification card, driving license or civil servant identification card or passport (in case of foreign person) which are certified true and correct by the proxy.

1.3 In case a shareholder is deceased

A state administrator shall attend the Meeting in person or by proxy. Court's order appointing state administrator certified by the competent officer and issued not exceeding 6 months before the date of the Meeting shall be presented.

1.4 In case a shareholder is a minor

Parents or lawful guardian of the shareholder shall attend the Meeting in person or by proxy. Copy of Household Registration of the shareholder and official grant of custody for minor children shall also be presented.

1.5 In case a shareholder is an incompetent or quasi-incompetent

A curator or guardian of the shareholder shall be present in the Meeting in person or by proxy. Court's order appointing guardian or custodian certified by the competent officer and issued not exceeding 6 months before the date of Meeting shall be presented.

2. Procedures for Registration

The registration can be made on a desktop computer, a laptop, a tablet, or a smart phone with a camera, through web browsers such as Google Chrome, Internet Explorer, or Safari, and is compatible with both iOS and Android operating systems. For the maximum efficiency of the system, we strongly recommend that the shareholders use Google Chrome.

2.1 **For shareholders who wish to attend the meeting themselves** can register through the link below:

<https://portal.eservice.setgroup.or.th/Account/Login?refer=z3fwaWVYevOt13BhRm62Em0gGIYGb bCiTU3ulJ8ccQUa%2fPMk%2bdOFjQ%3d%3d>

or scan QR Code below



The registration can be made **from 11 April 2024 at 9:00 a.m. onwards and before the end of the meeting.** Upon the completion of identity verification, shareholders will receive an e-mail with username and password to log in the DAP e-Shareholder Meeting system.

For your convenience, kindly register by 17 April 2024.

2.2 For shareholders who wish to appoint a proxy:

In case that the shareholders cannot register by themselves, shareholders must submit documents as in item 1 to the Company **by 17 April 2024** via 2 channels as follows:

- 1) **Email:** comsec@meb.co.th or
- 2) **By post:** to the Corporate Secretary Department, Meb Corporation Public Company Limited, 99/27 Software Park 8th Floor, Chaengwattana Rd., Klong klue Sub-district, Pak-Kred District, Nonthaburi 11120

Upon the completion of identity verification, a proxy holder will receive an e-mail with username and password to log in the DAP e-Shareholder Meeting system through email of the proxy holder as specified in the proxy form.

For your convenience, kindly register by 17 April 2024.

3. E-AGM Attendance

The 2024 E-AGM will be held on 23 April 2024 at 10:00 a.m. with the following procedures:

3.1 System log-in

- The meeting attendee can log in to the DAP e- Shareholder Meeting system from 8:30 a.m. with username and password together with the OTP at <https://portal.eservice.setgroup.or.th> or scan QR Code below



- When logging in the DAP e-Shareholder Meeting system, the attending shareholders can click the button “**joining the Meeting**” to enter the Webex system to attend meeting broadcast. If the screen does not work, click “**Open WebEx**” on the top right to view the meeting via Application Cisco Webex Meeting instead.

The registration can be made on a desktop computer, a laptop, a tablet, or a smart phone via web browsers such as Google Chrome, Internet Explorer, or Safari and compatible with both iOS and Android operating systems. For the maximum efficiency of the system, we strongly recommend that the shareholders use Google Chrome.

3.2 Voting in Each Agenda Item

- During the voting period, the Chairman will propose the Shareholders’ Meeting to consider and pass a resolution on each agenda item, the DAP e- Shareholder Meeting system will enable the attending shareholders to cast votes for either “Approve”, “Disapprove”, or “Abstain”. Voting must be completed within the specified period. If not within the specified period, it will be deemed that such attending shareholder approved according to the consideration of the Shareholders’ Meeting. If there is still time left for voting on such agenda item, the attending shareholder can go back to change votes within the specified period.
- If the shareholders have already casted votes on each agenda item in the proxy form, the Company will record votes as specified in the proxy form only.
- Agendas 1 is for acknowledgement only, there is no voting required. For Agenda 2-4 and 6, the resolutions must be approved by majority vote of the shareholders attending the meeting and casting their vote. For Agenda 5, the resolution must be approved by a vote of not less than two-thirds (2/3) of the total number of votes of the shareholders attending the meeting.

3.3 Vote Counting

- The Company will record the votes from ” Disapprove” and “Abstain” on each agenda item. The rest of the votes will be counted as “Approve” For shareholders or proxies that registered to attend the meeting and not click any button to express their votes, the Company, then, considers as “Approve”. The vote counting base includes votes for approval and disapproval only. The abstained votes will not be counted as the vote counting base pursuant to Section 107 (1) of the Public Limited Companies Act and Article 41 (1) of the Company’s Articles of Association. Except Agenda 5, the vote counting base will be equal to the total number of votes of the shareholders attending the meeting pursuant to Section 90 of the Public Limited Companies Act.



- Upon the completion of vote counting on each agenda item, the results of the vote counting will be announced to the Meeting for acknowledgement, divided into approval, disapproval, and abstention in percentage. The vote results of the agenda on the election of directors will be announced on an individual basis.

3.4 Submission of Questions

If the meeting attendee wish to ask questions on the meeting date, they can submit questions from 9:00 a.m. onward by typing questions on each agenda item. The Company will read and answer questions of each shareholder according to the sequence of agenda items.

In case of shareholders or proxies wish to ask questions on the microphone for each agenda, please process as follows:

1. Type the question and indicate that “ I want to ask myself ”
2. When it comes to the sequence of your question, the staff will inform you to turn on microphone.
3. Then, please inform your name, surname and specify that you are shareholder or proxy before asking questions

The company will conduct meetings using Thai as the main language. For those who are not primarily Thai speakers, staff will ask questions in the meeting room on your behalf and reply to you via the Q&A channel or via email later.

Should there be any questions or problems with the E-AGM, kindly contact the following:

Company Secretary Department
Meb Corporation Public Company Limited
99/27 Software Park 8th Floor, Chaengwattana Rd, Klong klue Sub-district, Pak-Kred District,
Nonthaburi 11120
Tel. 02-962-1699 or Email: comsec@meb.co.th