

**Clarifications on Registration, Casting, Counting and Announcing Votes**  
**For the 2024 Annual General Meeting of Shareholders of**  
**Chememan Public Company Limited**

**Registration**

The registration to attend 2024 Annual General Meeting of Shareholders starts from 08:00 hrs. of 26 April 2024 onwards at Asoke 2 room, Grande Centre Point Terminal 21 Hotel, located at No. 2, Sukhumvit Soi 19 (Wattana), Sukhumvit Road, Klongtoey Nua, Wattana, Bangkok 10110 Thailand, with the map of the meeting venue attached in the Invitation to 2024 Annual General Meeting of Shareholders.

To promote transparency, fairness and benefits for the shareholders, the Company considers appropriate to impose procedures on review of documents and evidence identifying shareholders and proxies eligible to register, attend and vote at the Meeting as follows:

Meeting Attendee	Document or Evidence
<b>Shareholders attend the Meeting in person</b>	
1. Shareholder as Natural Person	<ul style="list-style-type: none"> <li>■ Invitation letter with QR code which is signed by the shareholder</li> <li>■ Valid official document issued by government authorities e.g. citizen's identification card, government officer's identification card, driving license or passport (in case of foreigner), together with the evidence of change in name or surname (if any)</li> </ul>
2. Shareholder as Juristic Person	<ul style="list-style-type: none"> <li>■ Invitation Letter with QR code which is signed by the shareholder's representative (Authorized Director) attending the meeting</li> <li>■ Copy of shareholder's affidavit (issued no longer than 6 months) certified true copy by the shareholder's representative (authorized director), who attend the meeting in person, showing that the shareholder's representative (authorized director) who attend the meeting has the authority to act on behalf of the juristic person</li> <li>■ Valid official document issued by government authorities of the shareholder's representative (authorized director) who attend the meeting in person e.g., citizen's identification card, government officer's identification card, driving license or passport (in case of foreigner), together with the evidence of change in name or surname (if any)</li> </ul>

Shareholder appointing a Proxy	
3. Shareholder as Natural Person	<ul style="list-style-type: none"> <li>■ Invitation Letter with QR code which is signed by the proxy</li> <li>■ The Proxy Form as attached to the Invitation Letter (Form A or Form B), completely filled in and signed by the shareholder and the proxy</li> <li>■ Copy of valid official document, issued by government authorities, of the shareholder and the proxy, e.g. citizen's identification card, government officer's identification card, driving license or passport (in case of foreigner), together with the evidence of change in name or surname (if any)</li> </ul>
4. Shareholder as Juristic Person	<ul style="list-style-type: none"> <li>■ Invitation Letter with QR code which is signed by the proxy</li> <li>■ The Proxy Form as attached to the Invitation Letter (Form A or Form B), completely filled in and signed by the authorized person of the juristic person and the proxy</li> <li>■ Copy of the shareholder's affidavit (issued no longer than 6 months) certified true by the authorized person of the juristic person who assign the proxy, showing that the authorized person who assign the proxy has the authority to act on behalf of the juristic person</li> <li>■ Copy of valid official document, issued by government authorities, of authorized person of the juristic person who assign the proxy and the proxy e.g. citizen's identification card, government officer's identification card, driving license or passport (in case of foreigner), together with the evidence of change in name or surname (if any)</li> </ul>
<p>5. Granting proxy to the Company's independent director as per the names listed in attachment 4</p> <p>In case of granting proxy to one of the Company's independent directors, please complete the proxy form together with required documents and envelope and mail to</p>	<ul style="list-style-type: none"> <li>■ Invitation Letter with QR code</li> <li>■ The Proxy Form, as attached to the Invitation Letter (Form A or Form B) which is marked in front of only one of the names of the Independent Directors specified in the Proxy Form, completely filled in and signed by the shareholder</li> <li>■ In case the shareholder granting proxy is natural person: <ul style="list-style-type: none"> <li>- Copy of valid official document, issued by government authorities, of the shareholder and the proxy, e.g. citizen's identification card, government officer's identification card, driving license or passport (in case of foreigner), together with the evidence of change in name or surname.</li> </ul> </li> </ul>

<p>Company Secretary of Chememan Public Company Limited 195/11-12 Lake Rajada Office Complex 2, 10<sup>th</sup>–11<sup>th</sup> floor, Rajadapisek Road, Klongtoey, Bangkok 10110, to be received by the Company by 19 April 2024</p>	<ul style="list-style-type: none"> <li>■ In case the shareholder granting proxy is juristic person:           <ul style="list-style-type: none"> <li>- Copy of the shareholder's affidavit (issued no longer than 6 months) certified true by the authorized person of the juristic person who assign the proxy, showing that the authorized person who assign the proxy has the authority to act on behalf of the juristic person</li> <li>- Copy of valid official document, issued by government authorities, of authorized person of the juristic person who assign the proxy e.g., citizen's identification card, government officer's identification card, driving license or passport (in case of foreigner), together with the evidence of change in name or surname.</li> </ul> </li> </ul>
<p>6. For Foreign investor appointing Custodian in Thailand</p>	<ul style="list-style-type: none"> <li>■ Invitation Letter with QR code which is signed by the proxy</li> <li>■ The Proxy Form (Form C) as attached to the Invitation Letter, which is completely filled in and certified true by the shareholder and the proxy</li> <li>■ Copy of the Custodian's affidavit certified true by the authorized person of the Custodian who assign the proxy, showing that the authorized person who assign the proxy has the authority to act on behalf of the Custodian</li> <li>■ Power of Attorney by foreign investor authorizing Custodian to assign proxy</li> <li>■ A Confirmation Letter or a copy of Custodian license, evidencing the rights to engage in custodian business.</li> </ul>

## Remarks ;

1. Each copy of documents must be certified as true and correct copy.
2. Each proxy form must affix stamp duty of 20 baht, in which the Company facilitate the shareholders by providing the stamp duty at the registration table.
3. For foreign documents, certification by notary public is required and if the document is a copy, it must be certified true and correct by authorized persons.
4. Documents that are not in Thai or English are required to have Thai or English translation attached and the translation of such is to be certified correct translation by the shareholder or the authorized persons.

### Casting Votes

1. Voting in each agenda shall be made openly in which one share shall be entitled to one vote. Shareholder or proxy shall make only one vote for approval, disapproval or abstention. The allocation of vote is not allowed (except for the voting of the custodian)
2. In case of granting proxy:
  - 2.1 The proxy shall cast the vote in accordance with the intention specified in the proxy form only. Any vote not in accordance with the proxy form is considered invalid and shall not be counted as the vote of the shareholder.
  - 2.2 In case the shareholder does not specify the intention of the vote for the agenda in the proxy form or the intention is unclear, or the Meeting considers or resolves any agenda other than that specified in the proxy form, or there is any change or increment of facts, the proxy shall be authorized to consider and vote on such matter as he/she deems appropriate.

### Voting Procedures in each Agenda

The Chairman of the meeting or the person designated by the Chairman shall inform the Meeting the details of voting criteria and procedures in each agenda as follows:

1. The Chairman or the person designated by the Chairman shall propose the Meeting to vote in each agenda by asking whether there is any shareholder disapprove or abstain from voting.
2. In case of shareholder's disapproval or abstention, shareholder or proxy shall make a mark in the ballot, sign his/her name and raise his/her hand (except for secret voting). The remaining shareholders shall be regarded as approval without showing their hands. Shareholder or proxy shall make only one vote for approval, disapproval or abstention (except for the vote of custodian which allocation of the vote is allowed as specified in the Proxy Form).

### Counting and Announcing Votes

- Agenda 1 is for acknowledgement, thus require no vote casting.
- Agenda 2, 3, 4 and 5 shall be approved by a majority vote of the shareholders present and cast the votes
- Agenda 6 shall be approved with not less than two thirds of the total number of votes of shareholders who attend the meeting, in accordance to section 90 of Public Limited Companies Act, B.E. 2535 (as amended and restated)
- Approval votes equal to total number of votes attending the meeting deducted by the votes cast for disapproval and abstention as well as the invalid ballots (if any)

- Results of all agendas shall be announced before the meeting adjourned.
- A voting ballot is considered invalid when shareholder or proxy do not clearly express the intention on the ballot, such as there are more than one mark on the ballot or voting without signature on the ballot or there are split votes (except for the case of custodian) or there is no countersign on the ballot when change of vote has been made.