

Documents verifying eligibility to attend the e-AGM

Attendance Registration

Please follow “Guidelines for Attending of Electronic Meeting by Inventech Connect” as per Enclosure 7 and provide the documents verifying eligibility to attend the e-AGM as follows:

1) Attendance e-AGM in person

1.1) For an individual shareholder

Thai citizen	Non-Thai citizen
1. I.D. card; or 2. Government officer I.D. card; or 3. State enterprise employee I.D. card; or 4. Driver’s license which is still valid	Passport (still valid)

In case the shareholder has changed the name, last name, the evidence of the name/last name change must also be provided.

1.2) For a juristic entity shareholder (attending by its authorized director)

Juristic entity incorporated in Thailand	Juristic entity incorporated outside Thailand
1. The Affidavit of such entity issued within 1 (one) year by the Department of Business Development, Ministry of Commerce; <u>and</u> 2. I.D. card or passport (in case of a foreigner) which is not yet expired of the authorized director who attends the meeting	1. The Affidavit of such entity issued within 1 (one) year, stating information of entity’s name, address of head quarter and statement showing that the attending director is the authorized director of such entity; <u>and</u> 2. I.D. card or passport (in case of a foreigner) which is not yet expired of the authorized director who attends the meeting

2) Attendance by proxy

2.1) In the case that the shareholder wishes to appoint a proxy to attend the e-AGM on her/his/its behalf, the said shareholder shall fill out and sign on the Proxy Forms enclosed with this meeting notice as follows:

2.1.1) In case of the shareholder is an individual:

- (a) a copy of an I.D. card, or a government officer I.D. card, or a state enterprise employee I.D. card, or a driver’s license, or a passport (in case of a foreigner) of the shareholder which is not yet expired and certified by the shareholder; and
- (b) a copy of an I.D. card, or a government officer I.D. card, or a state enterprise employee I.D. card, or a driver’s license, or a passport (in case of a foreigner) of the proxy which is not yet expired and certified by the proxy.

2.1.2) In case of the shareholder is a juristic entity:

- (a) Juristic entity incorporated in Thailand: The Affidavit of such entity issued within 1 (one) year by the Department of Business Development, Ministry of Commerce, or

Juristic entity incorporated outside Thailand: The Affidavit of such entity issued within 1 (one) year, stating information of entity's name, address of head quarter and statement showing that the name(s) of the authorized person to sign on behalf of such entity together with any restrictions on or conditions attached to the person(s) signing power (if any);

A copy of an I.D. card, government officer identification card, state enterprise employee card, driver's license, or passport (in case of foreigner) of the authorized person(s), which is not expired and signed/certified a copy the above documents.

- (b) a copy of an I.D. card, a government officer I.D. card, a state enterprise employee I.D. card, a driver's license; or a passport (in case of a foreigner) of the proxy which is not yet expired and certified by the proxy.

In case the original document is not in English, it shall be translated into English and certified correct translation by the authorized person(s) of such juristic person.

In the case that the **foreign institution shareholder appoints a commercial bank in Thailand as its custodian**, the documents in 2.1.2 (a) and (b) may not be required, given that the custodian has provided sufficient proof already. However, additional document includes a letter certifying that the person signing the proxy form is authorized to engage in custodian business shall be provided. The Company reserves the right to request any further documents as it deems appropriate.

- 2.1.3) In order to encourage all shareholders to execute their rights to attend the AGM, in the event that any shareholder is unable to attend the meeting in person and unable to find a proxy, such shareholder may appoint one of the designated Independent Directors of the Company as her/his/its proxy to attend and vote on her/his/its behalf, and submit the completely filled out and signed Proxy Form together with the supporting documents to the Company Secretary in advance by 22 April 2022.

- 2.2) All photocopies must be certified true and correct by the relevant shareholder on each and every page of the photocopies. In the case of document produced or executed outside Thailand, such documents must be notarized by a notary public.

- 2.3) Each Proxy Form must be affixed with duty stamp(s) for the value of Baht 20.

- 2.4) Proxy Form B and Form C are available for downloading from the Company's website at www.thoresen.com and Proxy Form B is enclosed with this Notice or download from the following QR Code.



- 2.5) Each Shareholder may appoint one of the Independent Directors of the Company to attend and vote on her/his/its behalf. Profiles of Independent Directors to serve as a proxy for shareholders are shown in Enclosure 9.

Voting Method

1. Each agenda would be considered in order as set out in the invitation letter to this Meeting. The details of each agenda would be presented and then shareholders would be granted opportunities to raise questions thereafter and the Company would announce the result of voting to the meeting after vote counting finished.
2. Each shareholder had one vote for each share. Shareholders might vote for or against or abstain from voting on any agenda based on the full number of votes they had. Shareholders could not divide their votes, except for custodians who were proxy holder of foreign shareholders.
3. For voting in each agenda, shareholders, who wished to cast the votes, should vote via Inventech Connect (e-Voting) which shareholders could join the Meeting via mobile phone or tablet device. Shareholders could sign in and casted their votes with the link that was already attached in the Chat function. For shareholders, who chose to join the Meeting via PC/Laptop should click “Continue” button which located at the right side in Multimedia Viewer function. Shareholders then entered the Email and Password that were received in their Approval Email for signing in to the voting system. Shareholders then clicked “Register” button and chose the agenda that they wished to cast the vote for.
4. For voting, shareholders should choose the agenda to vote. Then the system would display the following voting buttons “Approve” (green color) / “Disapprove” (red color) / “Abstain” (orange color) and “Cancel the previous vote” (blue color). If the shareholders pressed “Cancel the previous vote” button or did not press any button to submit vote at any agenda, it was considered that the shareholders agreed with such agenda. However, shareholders could change their vote until the closing of voting session for such agenda item. The Company would provide 1 minute for voting at the end of discussion for each agenda.
5. In case of the proxy holders who received proxy from many shareholders, they could click “User Icon” then click “Switch Account” for signing into another shareholder’s account.
6. Proxy holders with the votes cast by their shareholders as specified in the Proxy Form submitted to the Company prior to the commencement of the Meeting did not have to vote during the Meeting. Such votes had already been collected and counted by the Company as indicated in the Proxy Form received during registration.
7. For agenda item 4, regarding election of directors, the Company would ask the shareholders to cast the vote for directors individually.
8. In the vote-counting process for each agenda, the votes casted in disapproval or abstention would be deducted from the total votes of the shareholders in attendance during the consideration of such agenda. The remaining votes, apart from the votes in disapproval or abstention and the invalid votes, would be considered as votes of approval for such agenda.
9. Shareholders were requested not to leave the Meeting before the meeting adjourns and should submit vote for each agenda before the vote closing.

- 9.1 In case the shareholder would like to cast their vote and leave the meeting before the meeting adjourns, shareholders could cast and submit the vote for each agenda before closing the browser **without** pressing “Leave Meeting” button.
- 9.2 In case the shareholder left the meeting by pressing “Leave Meeting” button, his/her shares would **neither be counted** as a quorum nor his/her previously submitted vote on the agenda that voting has not yet been voted and submitted, would be recorded after pressing “Leave Meeting” button.

However, leaving the meeting during consideration of any agenda would not be counted as abridgement shareholders or proxy holders from coming back to join the meeting and submitting the vote for next agenda in the system.

10. Before voting in each agenda, the Chairman would provide an opportunity for shareholders to ask the question or provide the opinion that related to and relevant to the agenda. In the interest of management to follow the order of the agenda, the Company reserved the right, in requesting to question and opinion **only at the Q&A channel** in the systems. The shareholders would be requested to type their name, last name, status, either shareholder or proxy holder, and following with their question or opinion in Q&A box and clicked to submit their question. The Company would answer the questions that related to the agenda of the Meeting. In case, there were many questions, the Company reserved the right, in selecting the proper questions for answering to the Meeting. For other pending questions and opinions, the Company would summarize the questions and answer as part of the minutes of the meeting which would be published on the Company’s website within 14 days after the Meeting.
11. To reduce the spread of COVID-19 to the directors and the Company’s officers in the broadcasted room, the Meeting would be concluded within the timeframe of 2 hours.
12. In case of failure system during the meeting, shareholders will receive an email to return to the meeting through the backup system.

In case of any problem joining the electronic meeting or using vote counting system, please contact Inventech Call Center at Tel: 02-931-9130 (on business day during 20 - 27 April 2022 at 08:30 hours – 17.30 hours or until the end of the AGM)