

**Clarifications on Registration, Casting, Counting and Announcing Votes  
For the Extraordinary General Meeting No.1/2021**

The shareholders or proxies are required to bring the invitation letter with barcode, proxy form and identification documents to register, attend and vote at the Meeting as follows:

**1. Required Documents for attending the meeting**

Meeting Attendee	Document or Evidence
<b>Shareholder attends the Meeting in person</b>	
1. Shareholder as Natural Person	<ul style="list-style-type: none"> <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>▪ 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>
<b>Shareholder appointing a Proxy</b>	
3. Shareholder as Natural Person	<ul style="list-style-type: none"> <li>▪ The Proxy Form as attached to the Invitation Letter (Form B) or download from <a href="http://www.nrinstant.com">www.nrinstant.com</a> 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>

<p>4. Shareholder as Juristic Person</p>	<p>2. The Proxy Form as attached to the Invitation Letter (Form B) or download from <a href="http://www.nrinstant.com">www.nrinstant.com</a>, completely filled in and signed by the authorized person of the juristic person and the proxy</p> <p>3. Copy of the shareholder's affidavit (issued no longer than 1 year) 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</p> <p>4. 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)</p>
<p>5. Granting proxy to the Company's independent director as per the names listed in attachment 4</p>	<ul style="list-style-type: none"> <li>■ The Proxy Form, as attached to the Invitation Letter (Form B) or download from <a href="http://www.nrinstant.com">www.nrinstant.com</a>, which is marked in front of only one of the name 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> <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 1 year) 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>	<p>5. 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</p> <p>6. 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</p> <p>7. Power of Attorney by foreign investor authorizing Custodian to assign proxy</p> <p>8. A Confirmation Letter or a copy of Custodian license, evidencing the rights to engage in custodian business</p> <p>9. Certified as true and correct 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, or passport (in case of foreigner)</p>
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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
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.

**2. Registration**

The Company will open for registration for the shareholders' meeting at least 2.00 hours prior to the start of the meeting, which is from 12.00 hrs. on 8 July 2021 through electronic meeting (E-EGM) where shareholders can proceed the registration as stated in the Guideline for attending the Extraordinary General Meeting No.1/2021 through electronic meeting (E-EGM) in attachment 7.

### 3. Voting Rules

#### 3.1 Casting Votes

- a. 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)
- b. In case of granting proxy:
  - 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) 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.

#### 3.2 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:

- 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.
- In case of shareholder's disapproval or abstention, shareholders or proxies 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).

#### 3.3 Required number of votes to pass a resolution

- General matters: A majority vote of the shareholders attending the meeting and having the right to vote
- Other matters regulated by laws or any regulations: Number of votes as required by such laws or regulations, where by the chairman shall so notify the shareholders before casting of vote on any such agenda.

#### 3.4 Vote counting results are informed to the meeting on all agenda items before adjournment of the meeting.