

Annual General Meeting of Shareholders for 2024

At Function Six Room, 6th Floor, Siam@Siam Design Hotel Bangkok,
Safety measures to prevent the spread of COVID-19

The Company will adopt the following measures at the Annual General Meeting of Shareholders for 2024 (the “AGM”) and requests that they be followed attentively.

1. To reduce the risk of spreading COVID-19, please appoint the Company’s independent director as a proxy to attend the AGM on your behalf. This can be done by completing Proxy Form B and preparing the supporting documents, including a signed copy of your identity document. These documents must be mailed, using the envelope enclosed with this letter, to the Company Secretary by April 22, 2024.
2. In case shareholders who appoint the Company’s independent director as their proxy and wish to watch the AGM broadcasting, shareholders may register as AGM observe by login via the IR Plus AGM or <https://webagm.irplus.in.th/>, by which the shareholders’ ID number and/ or registration numbers are required for the Broadcast login. Shareholders will not be able to vote through this channel.
3. If you have any questions, please submit them in advance by one of the following channels:
 - Email to: comsec@snp.co.th
 - Regular mail, using the stamped addressed envelope enclosed with this letter, together with the completed proxy form.
Postal channels: The Company Secretary Office, Srinanaporn Marketing Public Company Limited
325/6-9 Lanluang Road, Sriyakmahanak Sub-District, Dusit District, Bangkok 10300
4. This year, the Company will not provide any souvenirs, although the Company will provide a box of snacks to every shareholder or proxy who attends.

Measures and Guidelines for Attending the 2024 Annual General Meeting of Shareholders And E- Meeting Voting via IR PLUS AGM application

The Company facilitates and provides the optional attendance for shareholders to attend the Meeting and vote, in E-Voting system, via electronic media namely the IR Plus AGM Application (E-Meeting) in accordance with the laws related to electronic conferencing. Therefore, before to register for E-Meeting meetings through the aforementioned IR Plus AGM application system, please read, understand and agree to terms/conditions, including the Mobile Application IR Plus AGM Guideline (User Manual) for which Shareholders / proxies may scan QR Code in the Meeting Invitation of the 2024 Annual General Meeting of Shareholders of the Company.

1. Shareholders and Proxies please note

- 1.1. Shareholder who has the right to attend the Meeting are the shareholders whose name appeared on the share registration of of the Company as at 6 March 2024, which is the date to determine the rights of shareholders to attend and vote in the Meeting (the Record Date) as announced on the SET only.
- 1.2. For smoothly conducting the Meeting, when shareholders / proxies wish to attend an E-Meeting, for which shareholders / proxies register E-Meeting and receive E-Meeting attendance confirmation from the system, it shall be noted that the voting must be casted via IR Plus AGM application system as E-Voting only.

2. Installation of the IR Plus AGM Application and Authentication (KYC)

2.1 Installation of the IR Plus AGM application

The Company provides the optional attendance the Meeting via application IR Plus AGM system. Shareholders / proxies who wish to attend the Meeting via the said IR Plus AGM application may install the application by searching for IR Plus AGM through Google Play Store for Android system and App Store for iOS system.

2.2 KYC Verification

Before participating the E-Meeting, shareholders and proxies (in case of proxy), **has to submit self - verification (KYC) via the IR Plus AGM application** installed as mentioned in 2.1., filling in the personal information displayed on the screen accurately, and attach all documents as specified in the IR Plus AGM application, namely photocopy of National ID card, proxy form (in case of appointing proxy), invitation of the Meeting, and take a photo of yourself for authentication as instructed by the IR Plus AGM application. After that, the system will send One Time Password (“OTP”) to the mobile phone number provided by the shareholder/proxy to verify the identity of the shareholder/proxy.

In the E-Meeting, the IR Plus AGM application system will be available for shareholders and proxies to **do the KYC verification from 17 April 2024 at 08:00 hrs. until 23 April 2024 at 16.00 hrs.** in order to be ready for registration to attend the E-Meeting on the Meeting day.

2.3 Verification of information and documents via the IR Plus AGM application

Shareholders/Proxies agree and acknowledge that the Company has the right to verify the authenticity of documents and information provided by the shareholders/proxies in 2.2. and having verification, the documents and information provided by the shareholders/proxies in article 2.2, are true and accurate, the shareholders / proxies will received the confirmation of KYC completion via application IR Plus AGM and shareholders/proxies have to set a password (Pin Code) for Meeting attendance through the IR Plus AGM application. To protect personal information and rights of shareholders, shareholders/proxies, please keep the (Pin Code) confidential and do not disclose it to anyone.

If the verification of document / information results incorrect and/or false, the Company may request additional documents for verification, or the Company may reject KYC due to incompleteness, as the case may be. In case of rejection of KYC, the Shareholders/proxies may not be able to proceed with KYC verification again, but shall still have right to attend the Meeting at the Meeting venue.

3. To attend the E-Meeting and cast vote via IR Plus AGM application

- 3.1 Once the completion of KYC and shareholders / proxies set the Pin Code according to 2.3, shareholders / proxies shall attend the E-Meeting via IR Plus AGM application by scanning barcode on the Meeting Invitation which share registrar (Thailand Securities Depository Co., Ltd. : TSD) sent to all shareholders or shareholders may enter the national ID card number, username and password (Pin Code)
- 3.2 Right to attend the E-Meeting and cast vote is the exclusive right of the shareholders. Thus, for attending the Meeting, one username can log-in IR Plus AGM application on **one device only and it is prohibited to log in with the same username on many devices at the same time.** Therefore, shareholders / proxies shall self-log-in with username and password (Pin Code) to attend the Meeting and shall avoid disclosing the username and password to anyone.
- 3.3 In the event that being proxy of more than one shareholders, **such proxy shall attend the E-Meeting on behalf of one shareholder per one device only.**
- 3.4 For casting vote via IR Plus AGM application, shareholders / proxies may cast vote in advance before commencing the Meeting (please read manual of IR Plus AGM application for more understanding) or may cast vote for agenda which is under consideration of the Meeting. All votes cast by shareholders / proxies will be concluded after the agenda is closed.
- 3.5 For counting the votes, the system is set to default vote of agenda as “Approve”, and vote of “Disapprove” and “Abstain” shall be deducted from the total votes. Therefore, in the event that shareholders / proxies wish to vote “Disapprove” or “Abstain”, shareholders / proxies must choose (tick) “Disapprove” or “Abstain”. **In the event that shareholders / proxies do not choose (tick) “Disapprove” or “Abstain”, the system will automatically assume that such shareholders / proxies have cast vote in favor of such agenda.**

3.6 In the event that shareholders / proxies leave the E-Meeting by log out the IR Plus AGM application prior to conclusion and close of agenda, the number of shares held by shareholders / proxies will not be counted as a quorum for that agenda and the votes of such shareholders / proxies will not be counted in that agenda. However, leaving the E-Meeting in the previous agenda, does not prejudice the right of shareholders / proxies to log-in in order to attend the E-Meeting and to vote in the next pending agenda consideration in the Meeting. The shareholders/proxies may check the voting details and vote-counting procedure in the Company's invitation to the 2024 Annual General Meeting of Shareholders.

4. Question and express opinion in the Meeting

4.1 The Meeting will be broadcasted live via the IR Plus AGM application only. Shareholders/proxies who have questions or wish to express opinions in relevant agenda, Shareholders/proxies can choose "comment menu" which is displayed as icon "microphone" on the screen to ask a question or comment. The system will arrange questions in chronological order (first-come, first-served basis) to allow shareholders / proxies to ask questions or express opinions at the Meeting on relevant agenda with video and audio. Questions and/or comments must be relevant to the agenda only.

4.2 For allowing the shareholders/proxies to ask questions in the Meeting via video conference, the Company reserves the right to terminate the questions or comments of the shareholders/proxies if the questions or comments are being vulgar, threatening, obscene, defamatory, violating any law or violating the rights of other persons.

4.3 During the Meeting, if any shareholder/proxy acts in any way that interferes with the Meeting or causes annoyance to other attendees, the Company reserves the right to take any action in order to suppress the action that interferes with the Meeting or causing annoyance to other attendees.

5. Personal Information

5.1 Shareholders and proxies agree that the Company can collect and process personal information of shareholders and proxies in order to verify their rights and to confirm the identity of the shareholders and the proxies as required by laws relating to the meeting.

5.2 Personal Information means information about an individual that makes it possible to directly or indirectly identify that person, including but not limited to first name, last name, gender, national identification number, passport number, photo, and date of birth, nationality, and age.

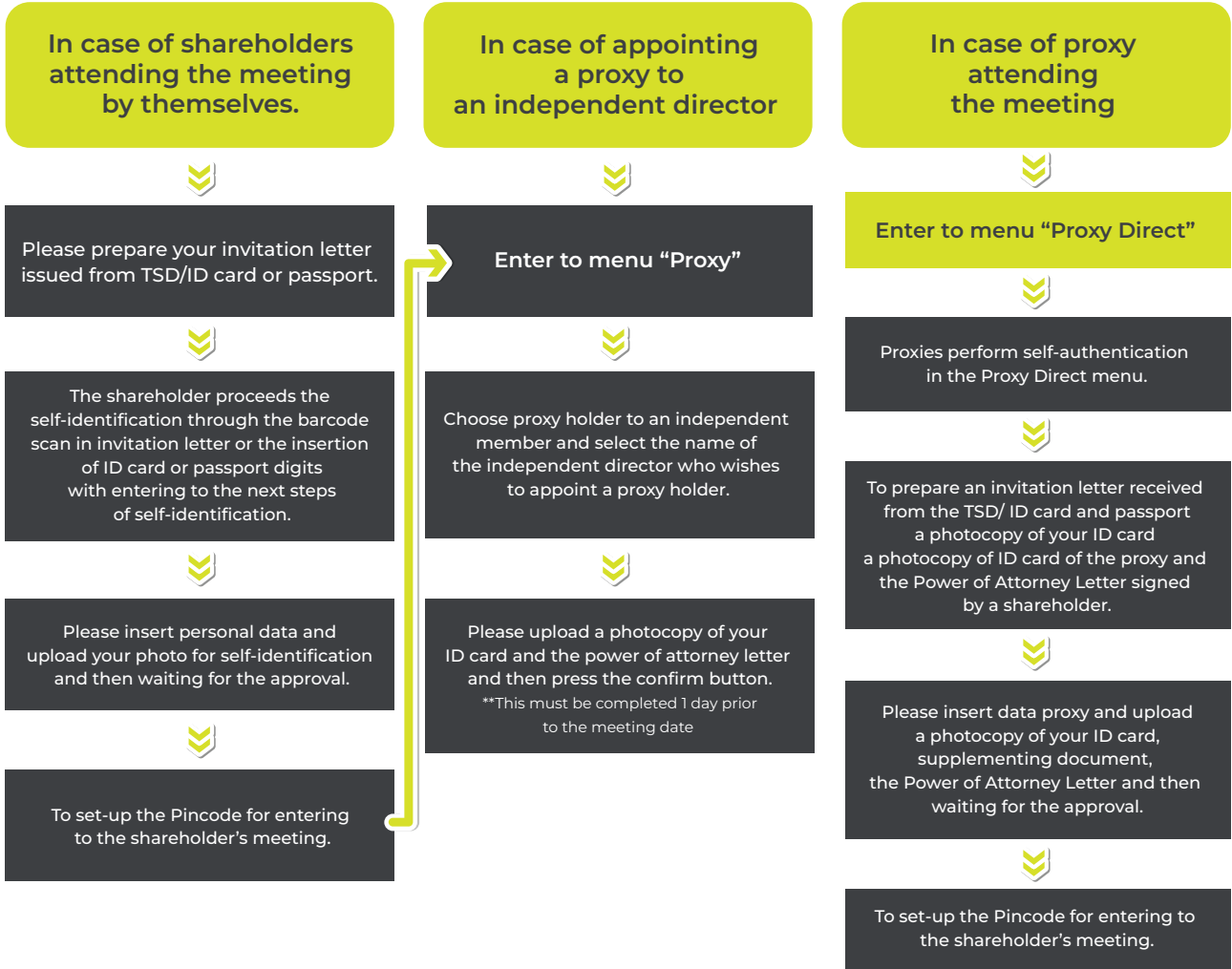
5.3 The Company will keep such Personal Information for the period specified by law and not exceeding 10 years. After laps of such period, the Personal Information will be deleted / destroyed from the system.

6. Other Requirements

- 6.1 Video and audio contents of the Meeting are the sole intellectual property of the Company and the Company does not permit any shareholders / proxies to record, modify or disseminate video and audio in the Meeting. The Company reserves the right to take legal action against those who act against this provision.
- 6.2 In the event that shareholders/proxies use any system related to the Meeting via IR Plus AGM in any way which does not comply with this requirement, or other manuals that the Company has provided to the shareholders for use in supporting the Meeting and it causes damage to the Company in any way, such shareholders and/or proxies shall indemnify and hold the Company harmless in full from and against the damages and costs resulting from claim and litigation by any third party, including claim and litigation by the Company against such shareholders and/or proxies who causes such damage.
- 6.3 The Company reserves the right not to allow shareholders / proxies who disagree to comply with this requirement to attend the E-Meeting, and may consider to suspend right to attend the Meeting via IR Plus AGM Application, if during the Meeting, the shareholders/proxies do not comply with this Meeting requirement.



Processes of shareholder / proxy holder self-identification through the application IR PLUS AGM



On the date of meeting, all shareholders are encouraged to access to the Application IR PLUS AGM, and insert Pincode for registration with attending to the meeting.



The Application IR PLUS AGM,
iOS system,
Version 14.5 upwards



The Application IR PLUS AGM,
ANDROID system,
Version 8 upward



The Manual for
Using Application IR PLUS AGM



Meeting on web App
"webagm.irplus.in.th"

For your future information please add id line

@irplusagm



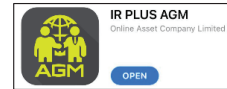
Scan QR Code



IR PLUS AGM Electronic-Annual General Meeting (E-AGM)

1. Download and Install application “IR PLUS AGM”

From App Store (Support since iOS 14.5) and Google Play Store (Support since Android 8)



iOS
iOS 14.5 ขึ้นไป



Android
Android 8.0 ขึ้นไป

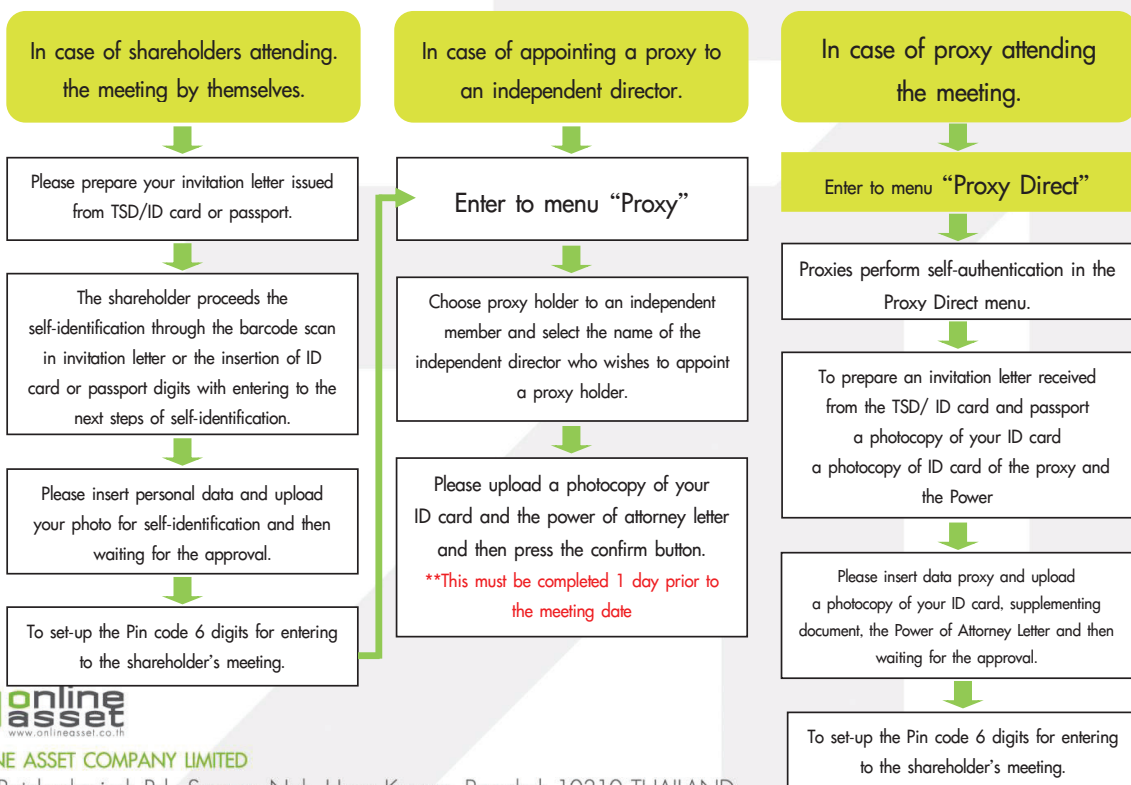


“webagm.irplus.in.th”

Or attend the meeting via the Web App “webagm.irplus.in.th” on Google without an application or program installed.

2. Identity verification process (KYC)

- Select the company you want to attend the meeting. And select the status of the user, then Login to access the system with the ID card number of the shareholders.
- Please insert personal data, upload your photo of the ID card, and then take a photograph of the shareholder holding the ID card for identity verification.
- Fill up the OTP received from the system via selected channels (text/e-mail)
- The system will notify the result of identity verification (KYC) as "Approve" or "Disapprove" In case of Disapprove, the shareholder must proceed with the KYC procedure again.
- Set up the Pin code for attend the meeting.



ONLINE ASSET COMPANY LIMITED

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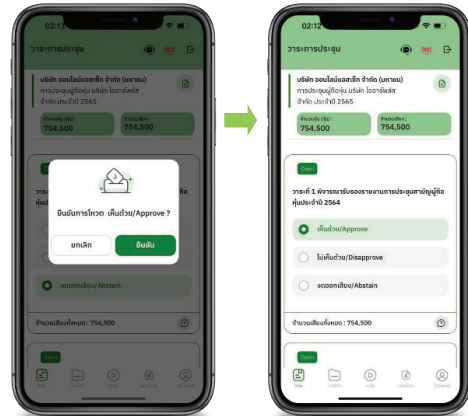
Tel : +662 022 6200 Fax : +662 022 6255

www.efinancethai.com www.onlineasset.co.th

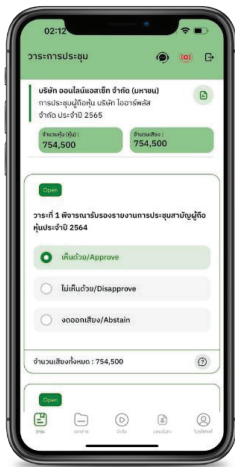


How to vote.

The system will Default vote “Agree” on every agenda that can change the vote result “Disagree” or “Abstain” Then press the bottom confirms to confirm. The system Will change the voting result immediately. As shown in the picture.



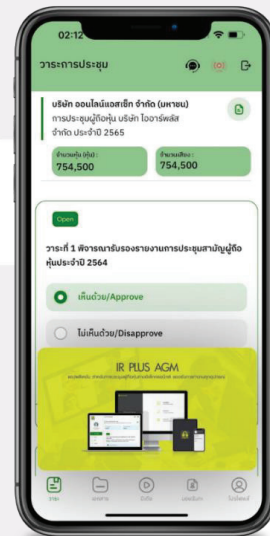
3. Asking question, Text format and VDO Call format



- **In case, Asking questions via VDO Call**
Click that shown on your screen, then type the question. Then wait for the staff will get back to you.
- **In case, Asking questions via Text**
Click that shown in every agenda to send questions to be asked in that agenda. You can ask a question in the system at any time until the agenda is closed.

4. Other Menu

- : Document
- : Media or VDO Presentation
- : Proxy *Incase Provide proxy to independent directors only.
This must be completed 1 day prior the meeting date
- : Profile
- : Log out ****When you confirm to log out the meeting Your vote will eliminate from the vote base immediately.**
- : Live stream



If you encounter problems in the use please contact : IR PLUS AGM Call Center
Call : 02-022 6200 ext. 2, 626 Office hours: 9:00 a.m. to 5:30 p.m. Monday to Friday



Add Line id : @irplusagm
Or scan QR Code to report a problem using the system to get help quickly.



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