

นโยบายและแนวปฏิบัติในการอำนวยความสะดวกและส่งเสริมให้ผู้ถือหุ้นทุกกลุ่มเข้าร่วมประชุมผู้ถือหุ้น (Policy to Facilitate and Promote Attendance for Shareholders' Meetings)

The Company recognizes its responsibility and importance to respect and protect the rights of shareholders, including not infringing or depriving shareholders' rights, but encouraging shareholders to exercise their rights under the law as follows:

- The right to receive share certificates and buy, sell, and transfer securities is granted by the Thailand Securities Depository Co., Ltd. acts as the Company's securities registrar. to facilitate the shareholders
- The right to attend and vote at the shareholders' meeting before the date of the shareholders' meeting. The Company will inform shareholders of the schedule and agenda of the meeting via the Stock Exchange of Thailand's news system and the Company's website at least 30 days in advance of the meeting. Thailand Securities Depository Co., Ltd. Is responsible for delivering the meeting invitation in the form of documents containing the same information as appearing on the Company's website. at least 7 to 14 days prior to the meeting date. In addition, advertisements were published in daily newspapers at least 3 days before the meeting and announced at least 3 consecutive days. The Company will arrange for registration to attend the meeting with appropriate and sufficient staff and technology to facilitate the shareholders.
- The company provides convenience for shareholders to participate in meetings and vote appropriately and avoids any actions that may limit the opportunity for shareholders to attend meetings. For example, the company will choose a location that is convenient for travel and attach a map showing the meeting location in the invitation letter. The company will also select a suitable date and time and allocate sufficient time for the meeting. In the case of electronic meetings, the company will provide clear channels for shareholders to participate. Check TBSP.
- Prior to the shareholders' meeting, the company will provide an opportunity for shareholders to submit comments, suggestions, or questions in advance of the meeting, specifying clear criteria for submitting questions in advance and notifying shareholders along with the invitation to the meeting. The company will also publish these criteria on its website.
- Shareholders are encouraged to use a proxy form that allows them to indicate their voting preferences and nominate at least one independent director (1) as an option for their proxy.
- The opinions of the company's board of directors on each agenda item for the shareholders' meeting, along with the annual report and proxy form, which includes instructions and details of the documents required for the proxy, will be provided before the meeting.

- Prior to the meeting, the company will explain the voting and vote-counting procedures for each agenda item.
- During the meeting, the chairman will allocate appropriate time for shareholders to express their opinions, suggestions, or questions on relevant agenda items before any votes are taken.
- All directors will be encouraged to participate in the meeting to answer questions.
- Voting will be conducted for each agenda item if there are multiple items on the agenda, such as the appointment of directors.
- The company will support the use of ballots for transparency and verification of vote counting.
- Independent personnel will be assigned to count the votes for each agenda item to ensure transparency of the shareholders' meeting.
- After the shareholders' meeting, the company will prepare an accurate and comprehensive report of the meeting, recording important issues, questions, and suggestions made by shareholders. This report will be made available for shareholders to review. Additionally, the company will release the voting results and meeting report on its website and the stock exchange channel for shareholders' reference.

This Policy to Facilitate and Promote Attendance for Shareholders' Meetings has been reviewed at the Board of Directors' Meeting No. 10/2024 on November 13, 2024, and will be effective from November 13, 2024, onwards.

Announced on November 13, 2024

.....
(Associate Professor Manop Pongsatat)

Chairman of the Board

Asset Five Group Public Company Limited