

**Guidelines for Registration of the Shareholders' Meeting via Electronic Means (e-Meeting), Appointment of Proxy
and Voting Casting of the Shareholders' Meeting via Electronic Means (e-Voting)**

1. Registration of the Shareholders' Meeting and Documents Required for Attending the Shareholders' Meeting via Electronic Means (e-Meeting)

The shareholder(s) who wish to participate in the shareholders' meeting via electronic means (e-Meeting) are requested to submit an application to request a username, password, and a link for joining the meeting through the electronic media system (e-Request) in advance. This process can be carried out starting from February 22, 2024, at 8:30 AM, until the conclusion of the meeting. Once TNH has verified and approved your application, you will receive an email containing the username, password, and link for joining via registered Email. On the meeting day, TNH will open access for shareholder(s) and proxy(ies) to enter the shareholders' meeting via electronic means (e-Meeting) system from 8:00 AM on February 29, 2024. Shareholder(s) and proxy(ies) can find additional instructions on how to participate in the shareholders' meeting via electronic means (e-Meeting) in Enclosure 8.

Shareholders can access the electronic media system (e-Request) at https://app.inventech.co.th/NUSA104358R/#/homepage	 Or scan QR Code
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1.1. For individual shareholders

1.1.1. In the event that shareholders attend the e-Meeting on their behalf

The shareholders shall submit a copy of valid photographic identification document issued by the governmental authorities, e.g. identification card, driver license, or passport, that has been signed to certify true copy. In case of name or surname change, documentary evidence to such effect must also be presented.

1.1.2. In the event that shareholders appoint a proxy to attend e-Meeting, the following documents are required.

- (a) A Proxy Form A or Proxy Form B (Proxy Form B as detailed in **Enclosure 7**, or shareholders can download Proxy Form A or Proxy Form B from www.thanapowerholding.com) that has been accurately and completely filled in, signed by both the grantor and the proxy, and

affixed with THB20 duty stamp, which must be crossed out and dated upon appointment of the proxy.

- (b) A copy of an identification document of the grantor issued by the government authorities as described in Item 1.1.1 above, which has been signed to certify true and correct copy by the grantor.
- (c) A copy of the an identification document of the proxy issued by the governmental authorities, as described in Item 1.1.1 above, which has been signed to certify true and correct copy by the proxy.

1.2. For shareholders who are juristic persons

1.2.1. In the event that shareholders who are juristic persons attend the e-Meeting by their authorized representative, the following documents are required.

- (a) A copy of valid photographic identification document of the authorized representative(s) issued by the governmental authorities as described in Item 1.1.1 above, which has been signed to certify true copy by the authorized representative(s).
- (b) A copy of the affidavit of the shareholder, which must be issued no later than 6 months prior to the meeting date, showing the name of such authorized representative(s) as person(s) having authority to act on the shareholder's behalf. Such copy must be signed to certify true and correct by the authorized representative(s), together with affixing the company's seal (if any).

1.2.2. In the event that shareholders who are juristic person appoint a proxy to attend e-Meeting, the following documents are required.

- (a) A Proxy Form A or Proxy Form B (Proxy Form B as detailed in **Enclosure 7**, or shareholders can download Proxy Form A or Proxy Form B from www.thanapowerholding.com) that has been accurately and completely filled in, signed by both the grantor and the proxy, and affixed with THB20 duty stamp, which must be crossed out and dated upon appointment of the proxy.
- (b) A copy of the affidavit of the shareholder, which must be issued no later than 6 months prior to the meeting date, showing the name of such authorized representative(s) as person(s) having authority to act on the shareholder's behalf. Such copy must be signed to certify true and correct by the authorized representative(s), together with affixing the company's seal (if

any).

- (c) A copy of an identification document of the authorized representative(s) issued by the government authorities as described in Item 1.1.1 above, which has been signed to certify true and correct by the authorized representative(s).
- (d) A copy of an identification document of the proxy issued by the governmental authorities, as described in Item 1.1.1 above, which has been signed to certify true and correct by the proxy.

1.3. Shareholders who are foreign investors and have appointed a custodian in Thailand to be their share depository

- (a) A Proxy Form C (shareholders can download Proxy Form C from www.thanapowerholding.com) that has been accurately and completely filled in, signed by the custodian's authorized representative(s) as the grantor and the proxy(ies), and affixed with THB20 duty stamp, which must be crossed out and dated upon appointment of the proxy.
- (b) A copy of the custodian's affidavit, which must be issued no later than 1 year prior to the meeting date, which has been signed to certify as true and correct copy by the custodian's authorized representative(s), together with affixing the custodian's seal (if any).
- (c) A copy of an identification document of the custodian's authorized representative(s), who signs the Proxy Form, issued by the government authorities as referred in Item 1.1.1, which has been signed to certify as true and correct by such custodian's authorized representative(s).
- (d) A power of attorney from the shareholder authorizing the custodian to sign the Proxy Form on his/her behalf.
- (e) A document confirming the license to engage in the custodian business.
- (f) A copy of an identification document of the proxy issued by the governmental authorities, as described in Item 1.1.1 above, which has been signed to certify true and correct by the proxy.

Should any document as presented not be made in Thai or English, a Thai or English translation must be provided together with such document. The translation must be certified correct translation by the shareholder or the authorized representative(s) of the shareholder (as the case may be).

2. Appointment of Proxy

2.1. Proxy Granting

Shareholders can appoint any person or an independent director of the Company as their proxy to attend the meeting and cast the votes on their behalf according to the following procedures:

- (a) Shareholders may select either Proxy Form A or Proxy Form B only (Proxy Form B as detailed in **Enclosure 7**, or shareholders can download Proxy Form A or Proxy Form B from www.thanapowerholding.com), except for shareholders who are foreign investors and appoint a custodian in Thailand to be their share depository. In such case, Proxy Form C (shareholders can download Proxy Form C from www.thanapowerholding.com) must be chosen.
- (b) Shareholders may appoint any person or an independent director as determined by TNH (as detailed in **Enclosure 6**) as their proxy by specifying his/her name and details of the proxy.
- (c) A shareholder who appoints a proxy shall appoint only one proxy to attend and vote at the meeting and may not split his/her votes to multiple proxies to vote separately, except for shareholders who are foreign investors and appoint a custodian in Thailand to be their share depository and use Proxy Form C.
- (d) In cases where a shareholder wishes to appoint another person or an independent director for participation and voting on their behalf at the meeting, the shareholder is required to submit an application to join the meeting along with the shareholder's proxy document through the electronic media system (e-Request). Kindly cooperate by delivering the original copy of proxy documents and supporting materials to the address provided below, so that TNH can receive them by February 29, 2024.

Thana Power Holding Co.,Ltd.

87/1 Capital Tower, All Seasons Place

25th floor, Witthayu Road

Lumphini Sub-district, Pathum Wan District

Bangkok 10330

Through the electronic media system (e-Request), the submission of requests will be open from February 22, 2024, starting at 8:30 a.m., until the conclusion of the meeting. In the event that a shareholder wishes to delegate proxy authority to another person other than the independent directors of the Company to attend the meeting on their behalf. TNH will send the username, password, and link for joining to registered Email of proxy(ies).

- (e) In cases where a shareholder has not affixed the stamp duty on the proxy form, TNH will affix THB20 duty stamp on the Proxy Forms to facilitate the shareholder, cross out and date in order for the form to be valid and legally binding according to the laws.
- (f) In the event that a shareholder wishes to revoke the proxy, the shareholder is required to submit a written notice to TNH before the commencement of the shareholders' meeting.

2.2. Proxy Form

We have prepared Proxy Forms in accordance with the Notification of the Department of Business Development Re: Proxy Forms (No. 5) B.E. 2550 (2007) which prescribes 3 types of Proxy Form to be applied for the meeting of shareholders:

- Form A is a general form that is simple and uncomplicated;
- Form B is an explicit form that sets out specific details of authorization; and
- Form C is a form to be used specifically by shareholders who are foreign investors and have appointed a custodian in Thailand to be their share depository.

In this regard, we have enclosed Proxy Form B for the shareholders as detailed in **Enclosure 7**. In addition, the shareholders can download Proxy Form A, Form B and Form C from www.thanapowerholding.com.

3. E-Vote Casting

- 3.1. One share shall have one vote. Shareholders or proxies attending the meeting must cast their votes in one of the following manners, i.e., approve, disapprove, or abstain. Votes cannot be partially divided, except for foreign investors who appoint a custodian in Thailand to deposit and manage their shares. In such cases, they are allowed to vote with divided preferences.

3.2. Vote casting by the proxy

- (a) In the event that the grantor has specified the voting instruction in the Proxy Form, TNH will record such votes, together with the registration to attend the meeting of the proxy. The proxy is not required to cast a vote during the meeting.

- (b) The appointed proxy must be present during the voting for each agenda item and should not click “Register for exit the quorum” before the closing of the vote for that specific agenda. In cases where the appointed proxy has the authority to consider and vote on behalf of the shareholder, the proxy must cast their vote for each agenda before the announcement of the closing of the vote for that agenda. If the appointed proxy click “Register for exit the quorum” out before the closing of the vote for any agenda while the voting is still open, the shareholder who appointed that proxy will not be considered present at the meeting for that agenda. The votes of the shareholder who appointed the proxy will not be counted for that specific agenda. However, clicking “Register for exit the quorum” at any point during a particular agenda does not forfeit the proxy's right to rejoin the meeting or vote in subsequent agendas.
- (c) In the event that the grantor has not specified the voting instruction for any agenda in the Proxy Form, or the voting instruction is unclear, or the meeting considers additional agenda aside from the agenda stipulated in the Proxy Form as well as any changing and adding of the fact thereon, the proxy is able to consider and cast his/her vote as deemed appropriate.

3.3. Shareholders may vote in advance for each agenda or decide to vote on agendas under consideration. However, shareholders must remain present during the voting period for each agenda item and not clicking “Register for exit the quorum” before the announcement of the closure of voting for that agenda. If a shareholder click “Register for exit the quorum” before the closure of voting in between voting period for any agenda, they will not be considered present for that agenda, and their votes will not be counted for that agenda even though they have voted in advance. Nevertheless, clicking “Register for exit the quorum” during any agenda does not forfeit the shareholder's right to rejoin the meeting or vote in subsequent agendas.

4. Vote counting and announcement

4.1. Before voting on each agenda, the Chairman of the meeting or any person designated by the Chairman will provide an opportunity for shareholders or proxy to ask questions or express comments related to that specific agenda, as appropriate. Shareholders or proxy are requested to state their name and surname before posing questions or sharing comments each time. It is important to note that questions and/or comments from shareholders or proxy must be relevant to the agenda of the meeting. If there are suggestions or questions unrelated to the meeting agenda, they should be presented towards the end of the meeting. TNH reserves the right to respond specifically to questions related to the meeting agenda during the Q&A session.

4.2. Chairman of the meeting or any person designated by the Chairman will propose for shareholders to consider voting on each agenda, and will allow shareholders or proxy to cast their votes through the e-Voting system for a period of 1 minute for each agenda. It is important to note that voting can be changed until the closure of voting for that specific agenda.

4.3. Resolutions of the shareholders' meeting requires the following votes:

- (a) In ordinary cases, a resolution of the meeting requires a simple majority vote of the shareholders attending the meeting and casting their votes.
- (b) In other cases, as specified otherwise by laws or the Company's Articles of Association, a resolution of the meeting shall be in accordance with the laws or the Company's Articles of Association. The Company has remarked the required resolution for each agenda at the end of such agenda.
- (c) In the case of a tied, the Chairman of the meeting shall have an additional vote as the deciding vote.
- (d) A shareholder or a proxy who has any special interests in any matter shall not be entitled to vote on such matter, except the agenda relating to the vote on the election of the board of directors.

4.4. Once the Chairman of the meeting or any person designated by the Chairman declares the end of the voting period, the counting of votes for each agenda will take place immediately. The system will process the votes of shareholders according to the counting criteria for each agenda. The announcement of voting result will be done at the end of such agenda.

The number of shareholders participating for each agenda item may vary, as there could be shareholders joining the meeting or exiting the e-Meeting during the meeting.

By means of the e-Voting system, there shall be no voting card. Therefore, the voided ballot is not applicable.