

Instructions on proxy, registration, documents or evidence showing identity of shareholders
or proxies of shareholders eligible to attend and vote in the meeting
Eastern Polymer Group Public Company Limited

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Eastern Polymer Group Public Company Limited will hold the 2016 Annual General Meeting of Shareholders on 25 July 2016, at 9.30 a.m. at the Convention Hall of The Ambassador Hotel Bangkok, which is situated at No.171, Sukhumvit Soi 11 Khlong Toei Nuea Sub-district, Wattana District, Bangkok 10110. The registration will be barcode-based. To ensure that the meeting is transparent, fair, and beneficial to the shareholders, the company requires inspection of documents or evidence showing the identity of shareholders or proxies of shareholders eligible to attend the meeting and all shareholders shall adhere to this requirement. The Company would like to inform all shareholders as follows.

1. Appointing a Proxy

1.1 Proxy form

Department of Business Development, Ministry of Commerce issued the Notification on Proxy Form (No.5) B.E. 2550 which fixes three proxy forms. The company accordingly provides the three proxy forms for shareholders who cannot attend the meeting themselves and wish to appoint a person as proxy to attend the meeting or to appoint an independent director as a proxy to vote. The following proxy forms are attached to the Notice of Meeting (Attachment No.8).

- Form A is a general proxy form, which is a simple form.
- Form B is a proxy form which describes specific issues for a proxy to vote on behalf of the grantor.
- Form C is a proxy form for foreign shareholders who have appointed custodians in Thailand to be custodian of their shares.

Proxy forms are also available on <http://www.epg.co.th> for download.

1.2 Proxy Appointing Method

Shareholders who cannot attend the meeting can appoint a person as their proxy by following the instructions below.

- 1.2.1 Choose only **one of the above proxy forms** as follows.
 - 1.2.1.1 General shareholders can only use either Proxy Form A or Proxy Form B.
 - 1.2.1.2 Shareholders whose name appear in the share register as foreign investors who have appointed custodians in Thailand to be custodian of their shares may use any of the three proxy forms (Form A, Form B or Form C).
- 1.2.2 Shareholders can appoint a person as a proxy as they wish by marking a cross and specify the name and information of the person to be appointed as a proxy. Only one person may be appointed as a proxy to attend the meeting.
- 1.2.3 Affix a 20-baht stamp duty and strike off the stamp duty as well as date the proxy so that the proxy is valid and legally binding. The company will assist with affixing stamp duty for proxies who register to attend the meeting.

Shareholders are not allowed to divide their shares in order to appoint more than one proxy for split votes. Shareholders shall appoint a proxy for the entire number of shares that they hold. Shareholders may not appoint a proxy for split vote using partial number of shares. Exemption is granted to custodians of foreign shareholders provided that the custodians have been appointed to be the custodian of the shareholders' shares as stated in the Proxy Form C.

2. Documents that attendants must present before attending the meeting

2.1 Natural person

2.1.1 If shareholders attend the meeting themselves, they must present valid official identification documents, such as the national identification card, the government official card, the driving license or the passport. If they have changed their name or surname, related documents must also be shown for inspection.

2.1.2 In case of proxy, the following documents must be presented.

- Either Proxy Form A or Proxy Form B that is completely and accurately filled and signed by the grantor and the proxy
- Photocopies of valid official documents of the grantor which are certified by the grantor.
- Photocopies of valid official documents of the proxy which are certified by the proxy (to be presented at the registration table).

For convenience in the registration process, please bring along the attached registration form that has the barcode.

2.2 Juristic person

2.2.1 In case of proxy, the following documents must be presented.

- Either Proxy Form A or Proxy Form B that is completely and accurately filled and signed by the representative of the juristic person (director) who is the grantor and the proxy.
- Photocopy of a juristic person registration issued by Ministry of Commerce no more than six months before the meeting which is certified by the representative of the juristic person (director) and specifies that the representative who signs the proxy form is an authorized signatory of the juristic person who is the shareholder.
- Photocopies of valid official documents of the representative of the juristic person (director) who is the grantor, which is certified by the representative.
- Photocopies of valid official documents of the proxy which is certified by the proxy (to be presented at the registration table).

2.2.2 If the shareholder is a foreign investor who has appointed a custodian in Thailand to be the custodian of his/her shares,

2.2.2.1 The same set of documents as in the case of juristic person must be presented. The shareholder can use any of the three proxy forms (Form A, Form B or Form C)

2.2.2.2 If the shareholder is a foreign investor who has authorized a custodian to sign the proxy, the following additional documents must be presented.

- The power of attorney from the shareholder who is a foreign investor, stating that the custodian is appointed an attorney to sign the proxy.
- A letter certifying that the person signing the proxy form is licenced to operate a custodian business. English documents must be accompanied by a Thai translation. The translation must be certified by the shareholder or the juristic person's representative.

2.3 Natural person who does not hold Thai nationality or juristic person established under a foreign law

The rule for shareholders who are natural person in 2.1 and shareholders who are juristic persons 2.2 shall apply, mutatis mutandis, to shareholders or meeting attendants who do not hold Thai nationality, or who are juristic persons established under a foreign law in accordance with the following conditions.

- 2.3.1 If a shareholder, the representative of a juristic person or a proxy is a natural person, please present the valid alien certificate or passport to the registration staff.
- 2.3.2 A certificate of juristic person issued by a government agency in the country of the juristic person's residence or by officers in the juristic person must be presented. The certificate must specify details regarding the name of the juristic person, the authorized signatory, conditions and restriction of the authorized signatory and the location of the principal office.
- 2.3.3 Non-English documents must be accompanied by an English translation. The translation must also be certified by the representative of the juristic person and the company affidavit must have been notarized by a notary public or a government authority no more than three months before the date of the annual general meeting of shareholders.

For convenience in the registration process, please bring along the attached registration form that has the barcode.

3. Registration to attend the meeting

The Company will commence registration for attending the annual general meeting of shareholders a half hours before the meeting starts or at 8.00 am of 25 July 2016, at the meeting venue specified in the map attached hereto.

4. Rules of voting at the annual general meeting of shareholders

- 4.1 For each agenda, vote counts are based on the proxy forms received at time of registration and/or the voting ballots that are delivered by shareholders attending the meeting. One share is equivalent to one vote. During the vote, shareholders and proxies can choose only one of the following: agree, disagree or abstain. They are not allowed to divide their shares for split votes (unless they are custodians appointed by foreign investors according to Proxy Form C).

4.2 In case of proxy

- 4.2.1 The proxy must vote only according to what is stated in the proxy form by the grantor. **Votes that breach the statement in the proxy form are considered invalid and will not be counted as the shareholder's votes.**
- 4.2.2 If the grantor does not specify his/her wish for voting in the proxy form or if the proxy is ambiguous or if the meeting wants decisions or resolution on matters other those stated in the proxy form, or if the fact is changed or added, the proxy may consider and vote as deemed appropriate.

5. Voting procedure

- 5.1 For each agenda, the chairman of the meeting asks shareholders to cast their votes in the voting ballot.
- 5.2 Shareholders who disagree or abstain must cast in the box 'disagree' or the box 'abstain' in the voting ballot. They must also present themselves so that meeting staff can collect their voting ballots and count the votes with the barcode system.
- 5.3 Shareholders who agree with the proposed matters or leave the voting ballot blank are advised not to submit their voting ballots. These votes are counted as 'agree' with the matters proposed by the chairman of the meeting. All of these voting ballots will be collected at the end of the meeting.
- 5.4 The chairman of the meeting may announce the voting outcome before the end of each agenda or during the subsequent agenda.

In order that the annual general meeting of shareholders is run with transparency and in line with laws and the company's regulations, the company assigns witnesses, who are external legal advisors or auditors, to supervise and inspect the vote during the meeting.

6. Rules on vote counts

- 6.1 One share is equivalent to one vote. A decision is based on the majority of votes from attending shareholders, except otherwise stated by laws. In case of tie vote, the chairman shall have a casting vote. in his capacity as a shareholder.
- 6.2 The company uses a barcode system to count votes.
- 6.3 For each agenda, the company counts only votes for 'disagree' and 'abstain' and then deduct these votes from total votes of attending shareholders and proxies who have registered.
- 6.4 If any attendants want to leave the meeting room and vote in advance, unless they have voted 'agree', they are advised to notify the meeting staff.
- 6.5 Voting results will be announced as 'agree,' 'disagree,' 'abstain,' and 'voided ballot.' For each agenda, the number of votes is based on the latest number of shares held by all attendants.