

Explanation on proxy, registration, documents or evidence showing identity of shareholders or proxies of shareholders who are eligible to attend and vote in the Meeting

Eastern Polymer Group Public Company Limited

Eastern Polymer Group Public Company Limited will hold the 2021 Annual General Meeting of Shareholders on 23 July 2021, at 9:00 a.m. through the electronic means only. Therefore, in order 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 who are 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 (Enclosure No. 10).

- 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.

For the additional Proxy forms, the shareholders are able to download the forms from <http://www.epg.co.th>

1.2 Proxy Appointing Method

Shareholders who cannot attend the shareholders' 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 and supervisors of his/her 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.

The shareholders cannot divide the number of shares by appointing the multiple proxies in order to separate the votes and the proxy must represent the shareholders according to the number of shares held by such shareholder and cannot assign only some certain parts of proxy, which is less than the number of shares held by such shareholder, except for a custodian of a foreign investor who has been appointed as a custodian and supervisors according to Proxy Form C.

2. Documents which the 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, in case they have changed their name or surname, related documents must also be shown for inspection, and attach the said documents in the filling process after logging in.

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. Proxies shall present the proxies' official documents issued by government agencies and attach the said documents in the filling process after logging in.

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 shareholders' meeting date 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. Proxies shall present the proxies' official documents issued by government agencies and attach the said documents in the filling process after logging in.

2.2.2 If the shareholder is a foreign investor who has appointed a custodian in Thailand to be the custodian and supervisors 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.

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- 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 licensed 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 (as the case may be) 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 by attaching documents in the filling process after logging in.
- 2.3.2 If a shareholder is a juristic person, a affidavit 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 affidavit 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. The aforementioned affidavit must be notarized by a notary public or a government authority no more than twelve months before the date of the annual general meeting of shareholders.
- 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.

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

- 3.1 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).
- 3.2 In case of proxy
 - 3.2.1 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.**
 - 3.2.2 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.

4. Voting procedure

- 4.1 The meeting will be considered in the order of the agenda in the invitation letter by presenting information in each agenda and giving shareholders opportunities to ask questions before voting for each agenda. In the event that the shareholders or the proxies wish to ask questions or express opinions, they shall ask

questions in Q&A and press send questions into the system. The attendees must state their first name and last name before asking questions every time.

The Company would like to ask for cooperation to submit inquiries only during the period when the Company gives an opportunity to ask questions and the questions shall be related to that agenda. The Company will bring questions to answer according to that agenda and will answer the questions which are not related to that agenda in other agendas.

- 4.2 In case a large number of questions related to that agenda are sent into the system, the Company will consider to select the questions which are deemed appropriate.
- 4.3 After the end of the presentation in each agenda, the Company will open for voting. Shareholders can vote by entering the Inventech Connect system in the e-Voting section by pressing the button "Select Agenda" (green) of the Cisco Webex Meeting Application.
Shareholders can press the voting button as follows: Agree (Green) Disagree (Red) Abstain (Orange) according to the wishes of the shareholders. If shareholders wish to cancel the latest vote, they can press the button "Cancel the latest vote" (blue button)
- 4.4 Shareholders can change their voting at any time until there is a notification to close the voting system in order to collecting votes. After notifying that the voting is closed, shareholders cannot return to vote on that agenda again.
- 4.5 In case the proxy has multiple proxy accounts, he or she can choose to "User icon" and press the button "Switch Account" in order to access other accounts while the votes and the quorum will not be removed from the meeting.
- 4.6 For shareholders who appoint another person to attend the meeting on their behalf and cast their votes in the proxy form, the Company will record such votes as specified by the shareholders in the proxy form.
- 4.7 Shareholder can leave the meeting by selecting the "User Icon" and pressing the "Exit Meeting" button.

*For this step, if the shareholder leaves during the Meeting, the system will remove the votes of the shareholders in the agendas which have not yet been processed.

5. Rules on vote counts

- 5.1 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.
- 5.2 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.
- 5.3 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.