

Procedures for attending meetings via electronic means

Details of registration for the Extraordinary General Meeting of Shareholders No. 1/2025 (“the Meeting”) on Friday, 19 September 2025 at 9.00 a.m. of the Tipco Asphalt Public Company Limited are as follows:

1. Documents Required Prior to Attending the meeting

Natural Person

1. Self-Attending
Valid evidence issued by governmental authorities, e.g. the identification card, governmental identification card, driver license or passport, including the evidence of name or last name’s change (if any).
2. Attending through a proxy
 - 2.1 One of the proxy forms, as attached to the invitation notice to the Meeting or made available on the Company’s website, must be fully completed and signed by both the shareholder and the designated proxy.
 - 2.2 Certified true copy of valid evidence of the shareholder as specified in Item 1.
 - 2.3 Valid evidence of the proxy as specified in Item 1.

Juristic Person

1. Representative of shareholders (Authorized Director) attending the Meeting
 - 1.1 Valid evidence of the authorized director(s) issued by government authorities similar to those of natural person specified in Item 1.
 - 1.2 Copy of shareholder’s letter of certification certified by the authorized director(s) showing that the authorized director(s) has the authority to act on behalf of the shareholder.
2. Attending through a proxy
 - 2.1 One of the proxy forms, as attached to the invitation notice to the Meeting or made available on the Company’s website, must be fully completed and signed by both the authorized director(s) of the shareholder and the proxy.
 - 2.2 Copy of shareholder’s letter of certification certified by the authorized director(s) stating that such authorized director(s) signing the proxy form has the authority to act on behalf of the shareholder.
 - 2.3 Certified true copy of valid evidence of the authorized director(s) signing the proxy form.
 - 2.4 Valid evidence of the Proxy issued by government authorities similar to those of natural person specified in Item 1.

3. Foreign investors appointing a custodian in Thailand are required to provide all evidence similar to those of the Juristic Person as specified in Items 1. and 2.

In case the foreign investor authorizes a custodian to sign the proxy form on his/her behalf, the following documents are also required:

- 3.1 Power of attorney issued by the foreign investor authorizing the custodian to sign the proxy form on his/her behalf.
- 3.2 Letter certifying that the custodian is permitted to engage in the custodian business. In case the original documents are not in English, the English translation certified true and correct translation by the shareholder (in case of natural person) or the authorized representative(s) of the shareholder (in case of juristic person) is required.

2. Proxy

The enclosed Proxy Form B is in compliance with the regulations of the Department of Business Development, Ministry of Commerce. Foreign investors who have appointed a custodian in Thailand and wish to use Proxy Form C may download it from <https://www.tipcoasphalt.com/investor-relations/shareholder-information/shareholder-meeting/?lang=en>.

Shareholders who are unable to attend the Meeting may appoint a person as your proxy as follows:

1. Complete only one of the following proxy forms:
 - 1.1 General shareholders shall select only one of either Form A or Form B.
 - 1.2 Shareholders listed in the share register book as foreign investors appointing the custodian in Thailand must select Form C.
2. Authorize a person or an Independent Director to attend and vote at the Meeting on your behalf by specifying the name with details of a person to be your proxy.
3. Affix the THB 20 stamp duty, specifying the date of proxy form across the stamp duty. For your convenience, the Company will facilitate in affixing the stamp duty.
4. Submit the completed proxy form to the Company half an hour before the beginning of the Meeting for document verification.

Allocation of shares to several proxies to vote in the Meeting is not allowed. The shareholder shall authorize the proxy to vote on all the shares held. Authorization of less than the total number of shares is not allowed, except for the custodian appointed by the foreign investor in accordance with Proxy Form C.

3. Meeting Registration by Electronic Means

The shareholders who would like to attend the Meeting (Electronic Means) by yourselves or proxy (except authorize by an Independent Director) shall submit the request to the system from Monday, 8 September 2025 and the Company shall proceed with registration two hours prior to the Meeting by Electronic Means, of from 07.00 a.m. on Friday, 19 September 2025.

For the shareholders who wish to attend the meeting through electronic means by appointing the Company's Independent Directors to vote on their behalf, please submit proxy and required documents through the IR PLUS AGM System as per details provided on the enclosure of this document.

4. Voting

Regulations for Voting

1. One share will count as one vote. Voting will be made on each agenda where the shareholder or proxy shall cast only one vote for approval, disapproval or abstention. Allocation of voting is not allowed except for the vote by the Custodian.
2. In Case of Proxy
 - 2.1 The proxy shall solely vote in accordance with the authorization by shareholder as specified in the proxy form. Any vote not in accordance with the Proxy Form is invalid and shall not be counted as the vote of the shareholder.
 - 2.2 In case the shareholder does not specify whether the authorization or the authorization is unclear, or the Meeting considers any agenda other than agenda specified in the proxy form, or if there is any change of fact, the proxy shall be authorized to consider and vote on such matter as it may deem appropriate.

Resolution of the Meeting

1. In general cases, majority votes of shareholders who are attending the Meeting by proxy or physical presence and casting the votes are required.
2. In other cases where the laws or the Company's Articles of Association provide otherwise, voting shall be conducted in accordance with the applicable laws or the Company's Articles of Association. Otherwise, the Chairperson of the meeting shall inform the meeting before voting on each agenda item.
 - 2.1 In the case of a tie in the voting, the Chairperson of the Meeting shall have a deciding vote.
 - 2.2 Any shareholder or the Proxy having any special conflict of interest in a matter shall not vote on such matter.



Steps for Shareholders / Proxy Holders to Verify Identity (KYC) through the IR PLUS AGM System

For Shareholders Attending the Meeting in Person

1. Prepare the invitation letter issued by TSD, ID card, or passport.
2. Select the company you wish to attend the meeting with or search for the Stock Symbol.

Scan the QR code issued by TSD to log in to the system or log in using your ID card number or passport number to proceed with identity verification (KYC).



Enter your phone number and email to verify your identity via the ThaiID app.



Fill in personal information and upload a photo to complete identity verification (KYC) and registration.

Set a 6-digit Pincode to access the IR PLUS AGM system.

Assigning Proxy to the "Independent Director"

Select the menu: "Proxy"

Prepare documents: A copy of the ID card and the proxy form. Select the name of the Independent Director to assign as the proxy.

Upload the ID card copy and proxy form. Ensure all documents are complete, then click "Confirm"
**Submit in advance, at least 1 day before the meeting.

On the meeting day, shareholders/proxy holders log in to the IR PLUS AGM system and enter the 6-digit Pincode to register for the meeting.



Download the
Application IR PLUS AGM
iOS system ver. 15 or higher



Download the
Application IR PLUS AGM
Android system ver. 9 or higher



User Manual
IR PLUS AGM system
TH and ENG



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

สมาคม
บัญชีเพิ่มเติม
add id line



@irplusagm
QR Code
AINU QR Code



Steps for Shareholders / Proxy Holders to Verify Identity (KYC) through the IR PLUS AGM System

Assigning Proxy to the "Independent Director"

Select the menu "Proxy-Direct"

The "Shareholder" logs in with their ID to authorize the "Independent Director"

Prepare documents: A copy of your ID card and the completed proxy form.

Select "Independent Director"
Choose the name of the Independent Director to assign as your proxy.

Upload documents Upload the ID card copy and completed proxy form. Ensure all documents are complete, then click "Confirm" and proceed with the process.

Set a 6-digit Pincode to access the IR PLUS AGM system.

Proxy Holder Attending the Meeting

Select the menu "Proxy-Direct"

"Proxy Holder" logs in with their ID card number to complete the identity verification (KYC) process for meeting attendance.

Prepare documents: A copy of the ID card for both the "Shareholder" and the "Proxy Holder" along with the completed proxy form. If applicable, include company representative details.

Select "Other Names"
Enter the information for the "Proxy Holder"

Upload documents: Upload the ID card copies for both the "Shareholder" and the "Proxy Holder," along with the completed proxy form. Ensure all documents are complete, then click "Confirm" to proceed with the process.

Set a 6-digit Pincode to access the IR PLUS AGM system.

On the meeting day, shareholders/proxy holders log in to the IR PLUS AGM system and enter the 6-digit Pincode to register for the meeting.



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User Manual
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Meeting on Web App
"webagm.irplus.in.th"

ข้อมูล
วงจรมัธยมศึกษา
add id line



@irplusagm
LINE
AllNU QR Code

Call center : 02-022-6200 ext. 2
e-mail : irplus.agm@irplus.in.th