

Criteria for the Shareholders to propose an annual general shareholders' meetings agenda and a qualified candidate for directorship

For the Annual General Meeting of Shareholders Year 2024

HaadThip Public Company Limited (“The Company”) has a policy to build a confidence for equal rights of all shareholders. Thus, the Company gives an opportunity to the shareholders to use their rights for the best benefit of the company so as to propose an agenda and/or a qualified candidate to be nominated for the directorship of the Company for the Annual General Meeting of Shareholders Year 2024. The established procedures herewith are the rights given to the shareholders in addition to any rights that the shareholders may have under the Company’s Articles of the Association and other applicable laws and regulations, with the criteria and procedures as described below.

1. Qualification of the Shareholder

Be the Company’s shareholder, with continuously holding minimum shares of not less than 5% of total number of the voting rights either for one shareholder or combined shareholders, and has continuously held shares at least 12 months until the date the shareholder proposes an AGM agenda or a qualified candidate for directorship.

2. Criteria for Proposing Matters to be Included as an AGM Agenda

2.1 Matters that are beneficial to the Company, except

- (1) Matter relating to normal business of the Company and the fact giving by the shareholders does not indicate any reasonable ground to support irregularity of such matter;
- (2) Matter that is beyond authority of the Company;
- (3) Matter that shareholders already proposed to shareholders’ meetings within the past 12 months and was supported by less than 10% of total number of the voting rights, provided that the facts of said matters have not yet changed significantly;
- (4) Matter that is incorrect or ambiguous;
- (5) Matter lying under management authority of the Company, except the ones causing material impacts on shareholders in general;
- (6) Matter that violates to the laws, rules, regulations of the government agencies or other regulatory bodies or is not complied with the objectives or articles of association of the Company;
- (7) Matter, as stipulated by laws, for AGM consideration, which has been pursued regularly by the Company;
- (8) Matter already undertaken by the Company.

2.2 Procedure to propose an AGM Agenda

- (1) The shareholder who processes qualifications according to Item 1 above must submit the complete “Proposed Agenda Form for the Annual General Shareholders’ Meeting for the Year 2023” (**Form A**) within designated timeframe with his/her signature. In case many shareholders have unified to propose AGM agenda, each shareholder must fill in **Form A** and sign their names as evidence separately and gather into one set.

(2) The document to submitted along with “**Form A**”

(a) The evidence of shares held as of the proposal date, such as the certificate of shares held issued by securities companies or any other certificates from the Stock Exchange of Thailand (“SET”) or Thailand Securities Depository Co., Ltd. (“TSD”).

(b) Proof of identity documents

In case shareholder is an individual:

- A copy of identification card/ government officer identification card/ driver’s license/ passport or alien identification card, which has not expired, must be enclosed and certified true and correct by that shareholders.

In case shareholder is a juristic person:

- A copy of the Certification Document backdated not more than three months, certified true and correct by an authorized person (s) of that juristic person, and

- A copy of identification card/ government officer identification card/ driver’s license/ passport or alien identification card of the authorized person (s), which has not expired, must be enclosed and certified true and correct by that person (s).

(3) Submit “**Form A**” together with the required documents to the Company via cs.bkk@haadthip.com, the original copy must be sent to the Company via registered mail within December 31, 2023 at the following address:-

Company Secretary

Haadthip Public Company Limited

36/6 Soi Ramkhamhaeng 21 (Navasri), Yaek 5, Phlabphla,

Wang Thonglang, Bangkok 10310

The Company will consider the accuracy and completeness of “**Form A**” and the required documents prior to proposal for the Board’s consideration. In the case that the proposed matters have been included in the AGM agenda, it will be remarked as “agenda from shareholders” in the notice to shareholders. In the case that the Board of Directors denies the proposed matters, the Company will inform shareholders for acknowledgment and explain the reasons at the AGM.

3. Criteria for Nominating a Qualified Candidate for Directorship

3.1 The shareholder who possesses qualifications accounting to Item 1 above must submit the complete “Nominated Qualified Candidate for the Directorship Form” (“**Form B**”) within designated timeframe with his/her signature. In case many shareholders have unified to propose a qualified candidate for directorship, each shareholder must fill in “**Form B**” and sign their names as evidence separately and gather into one set.

3.2 The proposed candidate must submit the complete “Resume of Proposed Candidate for the Directorship Form” (“**Form C**”) with his/her signature together with the supporting document of candidate’s qualification, i.e. a copy of identification card/ government officer identification card or passport, education and work experience (Curriculum Vitae).

3.3 Submit the documents as mention in 2.2 (2)

3.4 Submit **"Form B"** and **"Form C"** together with the required documents to the Company via cs.bkk@haadthip.com, the original copy must be sent to the Company via registered mail within December 31, 2023 at the following address:-

Company Secretary
Haadthip Public Company Limited
36/6 Soi Ramkhamhaeng 21 (Navasri), Yaek 5, Phlabphla,
Wang Thonglang, Bangkok 10310

The above nomination of a qualified candidate for directorship shall be considered by the Nominating and Remuneration Committee before further submission to the Board of Directors for consideration. In the case that the proposed candidates have been nominated for directorship positions, they will be remarked as "proposed by shareholders" in the notice to shareholders.

3.5 Any proposed candidate must have the qualifications and must not have any prohibited characteristics as follows:

- 3.5.1 Not having any prohibited characteristics, as stipulated by the law governing public limited companies, securities and exchange, notifications of governing bodies, Corporate Governance and Sustainable Development. Policy of the Company and other relevant regulations;
- 3.5.2 Having knowledge and skill in the areas beneficial to the Company;
- 3.5.3 Not saving as directors of more than five listed companies (including the Company);
- 3.5.4 Not having been an employee or partner of an external auditing firm engaged by the Company during the past 2 years.

Proposed Agenda Form for the Annual General Shareholders' Meeting for the Year 2024

(Form A)

(1) Name – Surname (proposer)

Address

.....

Telephone Facsimile

Email address

(2) Number of shares held in HTC shares as of

(3) Proposed Agenda

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Objective () For acknowledgement () For consideration () For approval

Facts and Reasons

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Comment

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Signed Shareholder

()

Date

Remarks:

1. Shareholder shall enclose the following documents with this form;
 - 1.1 The evidence of shares held as of the proposal date, such as certificate of shares held issued by securities companies or any other certificates from the Stock Exchange of Thailand (SET) or Thailand Securities Depository Co., Ltd. (TSD).
 - 1.2 In case, shareholder is individual; a copy of identification card/ government officer identification card/ driver's license/ passport or alien identification card, which is still valid, and certified true and correct by that shareholder.

In case, shareholder is a juristic person; a copy of Certification Document backdated not more than three months, certified true correct by an authorized person (s) of that juristic person and a copy of identification card/ government officer identification card/ driver's license/ passport or alien identification card of the authorized person (s) which is still valid.
2. In case, shareholders have unified to propose the agenda, each shareholder must fill in this form and sign their names as an evidence separately and gather into one set.

Nominated Qualified Candidate for the Directorship Form

(Form B)

(1) Name – Surname (proposer)

Address

Telephone Facsimile

Email address

(2) Number of shares held in HTC Shares as of

I/We would like to nominate (Mr. / Mrs. / Miss/.....)as a qualified candidate for directorship of HaadThip Public Company Limited. Such person has made his/her consent and certified that information disclosed in the attached “Resume of Proposed Candidate for the Directorship Form” (“Form C”) and other support documents is true and authentic in all reports.

Signed Shareholder
(
)
Date

Remarks:

1. Shareholder must enclose the following documents with this form;
 - 1.1 The Resume of Proposed Candidate for the Directorship Form (Form C) which has been completely filled in and signed by a qualified candidate.
 - 1.2 The evidence of shares held as of the proposal date, such as certificate of shares held issued by securities companies or any other certificates from the Stock Exchange of Thailand (SET) or Thailand Securities Depository Co., Ltd. (TSD).
 - 1.3 In case, shareholder is an individual; a copy of identification card/ government officer identification card/ driver’s license/ passport or alien identification card, which is still valid, and certified a true and correct by that shareholder.

In case, shareholder is a juristic person; a copy of Certification Document backdated not more than three months, certified a true correct by an authorized person (s) of the juristic person and a copy of identification card/ government officer identification card/ driver’s license/ passport or alien identification card of the authorized person(s) which is still valid.
2. In case, shareholders have unified to nominate a qualified candidate for directorship, each shareholder must fill in this form and sign their names as an evidence separately and gather into one set.



(Form C)



- 1. Name – Surname (Thai)
(English)
 - 2. Date of Birth Age Years Nationality
 - 3. Identification No. Expired Date
- (Please enclose a certified true copy of identification card / government officer identification / passport)

- 4. Marital Status: () Single () Married () Divorced
(1) Spouse Name–Surname
- (2) Children 1.
2.

5. Address

Telephone

6. Occupation/office

Telephone Email address

7. Education (Please enclose a certified true copy of academic qualification certificates)

Year	Institution	Major
.....
.....
.....

Training and Seminar Course relating to director position

Name of Course Organized by

Name of Course Organized by

8. Work experience (Please enclose a certified true copy of Curriculum Vitae)

Year	Company	Position
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.....
.....
.....
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- 9. Number of HTC's securities held as of (the date of Nomination)
- Common share shares
- Spouse No. of shares held shares
- Children 1. Age Years, no. of shares held shares
- 2. Age Years, no. of shares held shares

10. Record of lawsuit being sued

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11. Having direct and/or indirect interests in HTC, subsidiaries and associated companies. (In case there is any conflicts, please specify nature of the transaction and characteristics of such interest, including transaction value.)
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.....

12. Shareholding and being a director of subsidiaries, associated companies and related companies of HTC (In case of shareholding, please specify company's names, number of shares held, percentage of total number of the voting rights or in case of being a director, please specify company's name
.....
.....

13. Shareholding, being a partner in partnership, or being a director of the company, which operates the same nature of business as and is in competition with the business of HTC and/or subsidiaries (Please specify partnership's name, company's name, number of shares held, percentage of total number of the voting rights and its nature of business
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I (Mr. / Mrs. /Miss/.....), acknowledge and give the consent of being nominated for appointment as the Company's director, and certify that the information provided above is true and supporting documents submitted herewith are true and correct. I also certify that my qualifications are met, and having no prohibited characteristics as stipulated by Public Company Limited Act, Securities and Exchange Act, Notifications of competent authorities, Corporate Governance and Sustainable Development Policy of the Company and other related regulations.

Signed Candidate
(.....)
Date