

Procedures and Conditions for Registration of Attendance of the Shareholders Meeting

1 Registration period of Self-Identification for the right to attend the Meeting

Shareholder or Proxies shall be invited to register and submit relevant documents since 1 April 2023, the registration will be closed at 9:00 hours on 19 April 2023. (Shareholders or proxies shall register and submit documentary evidence in advance, so the that the officer of the Company are given enough time to check the document)

2 Registration method

Scan QR code for register and get the user for join the Meeting or link URL below

<https://portal.eservice.set.or.th/Account/Login?refer=u1p0%2fB%2fGXRgtw6ph3arWBTmltC87pW8XQQA7OkIPyNPe7DrTLaC8Q%3d%3d>



The Manual for using DAP e-Shareholder Meeting
<https://www.set.or.th/en/e-shareholder.html>



3 Registration Documents

3.1 Attendance by themselves

- Shareholder ID (find on the Notification Letter).
- A shareholder must show an original identification card or an original government official identification card, driving license or an original passport (in case the foreigner shareholder).

3.2 Attendance by proxy

Natural person

- (a) Shareholder ID (find on the Notification Letter).
- (b) A Completed proxy form with signature of the shareholder, If there is any material amendment or correction to the proxy form, a shareholder must countersign such amendment or correction. The proxy form must be affixed with a stamp duty of Baht 20.
- (c) Both of the Shareholder and proxies must show the certified copy of identification card or an original government official identification card, driving license or an original passport (in case the foreigner shareholder).

Juristic Person

- (a) A proxy form must be signed by an authorized person of the juristic person whose name is shown in the Affidavit of that juristic person, issued by the Department of Business Development, The Ministry of Commerce, or by the relevant government authority, and bear a date within a 30 days period prior to the date of the shareholders' meeting. The proxy form should be sealed of the juristic person (if any).

- (b) If the shareholder is a foreign juristic person, an Affidavit of that juristic person, issued by the relevant government authority of the country where the juristic person is registered and located. The Affidavit is required to be certified by a notary public or another authorized authority and bear a date within a 3 months period prior to the date of the shareholders' meeting.
- (c) If a document is in a language other than English, an English translation certified as a true and correct translation by an authorized person of such juristic person.
- (d) Both of the Shareholder and proxies must show the certified copy of identification card or an original government official identification card, driving license or an original passport (in case the foreigner shareholder).

3.3 Appointment of Independent Director

- (a) A Completed proxy form with signature of the shareholder, If there is any material amendment or correction to the proxy form, a shareholder must countersign such amendment or correction.
- (b) Both of the Shareholder and proxies must show the certified copy of identification card or an original government official identification card, driving license or an original passport (in case the foreigner shareholder).

Submit all documentary to the Company "the office of Board" **before 15 April 2023** at;

The office of Board
 2S Metal Public Company Limited
 No. 1788 Singha Complex (Rejus) Flr.30, New Petchburi Rd.,
 Bangkok, Huoykwang, Bangkok 10310
 Tel +662 0883618

4 Step of joining the E-Meeting

Step 1

<https://portal.eservice.set.or.th> for login to join the Meeting

Step 2

fill in email address and password when registration.

Step 3

The screenshot shows a 'Meeting list' interface with search filters for Company Name, Meeting Type, Status, and Year. Below the filters, a meeting entry is displayed: 'Annual General Meeting of Shareholder for the year 2022 No. 1/2022' with a 'Meeting' button and details like '19 July 2022', 'AGM', and 'Online'.

Step 4

The screenshot shows a meeting details page with a menu bar containing: Meeting information, Meeting agenda, Your question list, and Voting result (after announced).

Menu bar will display information as follow:

1. Meeting information
2. Meeting agenda
3. Your question list
4. Voting result (after announced)

- Click "Join Meeting"
- Agree to the terms and conditions of service by marking and click "Join Meeting"
- Confirm name and voting rights
- Enter OTP

5 Voting Procedure and Voting counting

1. In casting a vote, one share is entitled to one vote.
2. In case Attendee not check 'Approve' or "disapproved" or "abstained" in the application after Chairman call to vote, the system would count its "**Approve**"
Proxies must cast a vote only as specified in the proxy; the vote that compliance will be count "**Voided**"
3. To count the votes, Disapproved / Abstained and Voided votes will be deducted from the total votes of the shareholders who attend the Meeting and are entitled to vote.
In case the internet signal failed and cannot vote while calling vote, the Company will count its "Abstained"
4. Before casting the vote in each agenda, the Chairman of the Meeting will invite the attendee to comment or question on the issues related to such agenda as appropriate. Attendee may push the live notification button, place a question by typing in a question box and wait notification from the administrator to prepare for turning on camera and microphone. Shareholders are requested to notify their names before raise the question or comments in the Meeting.
5. Chairman of the Meeting will announce voting result to the Meeting once the vote counting for such agenda is completed.

Be noted;

- * For registration, please prepare an electronic device **with a camera**.



- * Web Browser for supporting

