

## Rules for attending the shareholders' meeting via electronic meeting (E-EGM)

Shareholders or proxies who wish to attend the meeting are required to submit the identification documents as specified to the Company within September 30, 2025. Once the Company has duly verified the information against the list of shareholders entitled to attend the meeting as recorded in the shareholders' register book, the electronic meeting service provider will send the meeting access link together with the user manual to the e-mail address provided to the Company. The access link will be sent one (1) day prior to the meeting date.

### ➤ Requesting to attend the meeting via electronic meeting

Shareholders wishing to attend the meeting via electronic meeting must notify their intention to attend the meeting in two ways as follows:

1. Please formally confirm your participation in the meeting by sending the necessary information via email or postal mail
2. Please confirm your intention to attend the meeting by submitting the required information via the official website or by scanning the provided QR code.

### ➤ If shareholders wish to notify their intention to attend the meeting via electronic meeting (E-EGM) by sending information via Email or postal :

1. Please complete the Registration Form for attending the Electronic Extraordinary General Meeting of Shareholders (E-EGM) (Enclosure 6) by clearly specifying your e-mail address and mobile phone number for the purpose of meeting registration.
2. Attach a copy of the identification document to verify the right to attend the E-EGM.

#### **2.1 Shareholders who are natural persons**

- If a shareholder wishes to attend the meeting in person via E-Meeting:
  - Attach a copy of a valid government-issued identification document such as an ID card, government ID card, driver's license, or passport. In case of name - surname changes, shareholders are requested to attach supporting evidence.
- If a shareholder appoints another person to attend the meeting on his/her behalf via E - Meeting:
  - The Proxy Form C (attached with the invitation letter) is filled in all information signed by the proxy grantor and the proxy correctly and entirely together with duty stamp affixed;
  - A copy of the proxy grantor's identity document, such as an ID card, a government official ID card, passport (In the case of foreigners) that has not expired and signed certifying the true copy of the proxy.
  - A copy of the proxy's identity document, such as an ID card, a government official an ID card, passport (In the case of foreigners) that have not expired and signed certifying the true copy of the proxy.

#### **2.2 Shareholders who are juristic persons:**

- If the person authorized to sign on behalf of the juristic person (director) wishes to attend the meeting in person via electronic meeting (E-Meeting)
  - A copy of the shareholder's juristic person registration certificate issued no later than one year before the date of the shareholders' meeting, which is duly certified by the juristic person representative (director) authorized to sign on behalf of the juristic person.
  - A copy of the identity document of the representative of the juristic person (director), such as an ID card, a government official ID card, passport (In the case of foreigners) that has not expired and signed to certify the true copy.
- If the proxy is assigned to attend the meeting instead via electronic meeting (E-EGM)
  - The Proxy Form C (attached with the invitation letter) is filled in all information signed by the proxy grantor and the proxy correctly and entirely together with duty stamp affixed;
  - A copy of the shareholder's juristic person registration certificate issued no later than one year before the date of the shareholders' meeting, which is duly certified by the juristic person representative (director) authorized to sign on behalf of the juristic person.
  - A copy of the identity document of the representative of the juristic person (director), such as an ID card, a government official ID card, passport (In the case of foreigners) that has not expired and signed to certify the true copy.
  - Copy of the identity document of the proxy as in the case of natural persons as mentioned above.

Suppose the documents or evidence mentioned above are not Thai or English versions. In that case, the shareholders must present an English translation of the document signed to certify the translation by the shareholder or by an authorized signatory to bind that juristic person (in the case of a juristic person).

3. Submit the documents requesting to attend the meeting via electronic meeting (item 1) and proof of identity together with supporting documents (item 2) by sending to the Company within September 30, 2025

- Email channel : Corp\_secretary@demco.co.th
- Postal channels : Company's Secretary , DEMCO Public Company Limited  
59 Moo 1 Tambol Suanphrikthai, Amphur Muangpathumthani,  
Pathumthani 12000

➤ If shareholders wish to notify their intention to attend the meeting via electronic meeting (E-EGM) by via the official website or by scanning the provided QR code.

1. Please confirm your intention to attend the meeting via the web browser Chrome by accessing the following link

Scan QR Code	Access to the below Link
	<a href="https://demco.thekoble.com/agm/emeeting/index/1">https://demco.thekoble.com/agm/emeeting/index/1</a>

## 2. Fill in the shareholder's information

1. Securities account number
2. First name (without title). If the shareholder is a juristic person, this field is not required.
3. Last name (in the case of a juristic person, please insert the juristic person's name in this field).
4. National Identification Number
5. Upload the company's Certificate of Incorporation (in case the shareholder is a juristic person).
6. Accept the terms and conditions and consent to the access of personal data.
7. Click "Confirm".

## 3. Verify the shareholder's name and the number of shares.

If correct, please fill in the shareholder's information as follows:

1. Full name (in English)
2. E-mail address for receiving the meeting access link
3. Mobile phone number
  - In case the shareholder attends the meeting in person: specify the shareholder's mobile phone number.
  - In case of proxy: specify the proxy's mobile phone number for attending the meeting.
4. Select the type of participation:
  - Attend the meeting in person via E-EGM
  - Appoint a proxy (general person) to attend the meeting via E-EGM
  - Appoint an Independent Director as proxy
5. Click "Next".

- **In case the shareholder attends the meeting in person via E-EGM**

Prepare and attach supporting documents to verify the identity of the shareholder:

1. A copy of the Identification Card, Passport, or any government-issued identification card.
2. Other documents, such as the Company's Certificate of Incorporation.
3. Click "Next".
4. The system will display the message "Your information has been successfully received." Please verify the name, surname, and the number of shares once again.
5. Close the window. This completes the notification of the intention to attend the meeting.

- **In case the shareholder appoints a proxy (general person) to attend the meeting via E-EGM**

Prepare and attach supporting documents to verify the identity of the shareholder:

1. A copy of the Identification Card, Passport, or any government-issued identification card.

2. Other documents, such as the Company's Certificate of Incorporation.
3. Click "Next".
4. Provide the proxy's information and attach supporting documents as follows:
  - Proxy's full name in Thai
  - Proxy's full name in English
  - A copy of the proxy's identification document
  - A copy of the completed Proxy Form duly filled out and signed
5. Click "Next".
6. The system will display the message "Your information has been successfully received." Please verify the name, surname, and the number of shares once again.
7. Close the window. This completes the notification of the intention to attend the meeting.

- **In case the shareholder appoints an Independent Director as proxy**
  1. Prepare and attach supporting documents to verify the identity (same as the case where the shareholder attends the meeting in person).
  2. Attach the completed Proxy Form duly filled out and signed.
  3. Click "Next".
  4. The system will display the message "Your information has been successfully received." Please verify the name, surname, and the number of shares once again.
  5. Close the window. This completes the notification of the intention to attend the meeting.

**Note:** The system for notifying the intention to attend the meeting will be available from **September 19, 2025 to September 30, 2025**, or until the completion of the meeting. (The system will not accept submissions on Saturdays, Sundays, and public holidays.)

➤ **Attendance via Electronic Meeting (E-EGM)**

1. Once the shareholders or proxies who have notified their intention to attend the meeting and have been fully verified, you will receive an E-mail from the meeting service provider containing the meeting access link and the user manual for the system **two (2) days prior to the meeting date**. Please carefully study the user manual on how to use the E-EGM system. In case you have not received such E-mail within **October 1, 2025**, please contact the Company immediately.
2. You must prepare the following information in order to log in to the system:
  - **In case of shareholder attending the meeting in person:** Securities account number (shareholder registration number) and the shareholder's national identification number.
  - **In case of proxy:** Proxy's national identification number and proxy's mobile phone number.
3. Attendance and voting via electronic meeting can be accessed through Computer/Notebook/Tablet or Mobile Phone via Web Browser: Chrome with 4G internet connection or basic home internet.

**\*\*Note:** In case of attending the meeting via Tablet or Mobile Phone, it is required to install the Zoom Cloud Meeting application prior to attending the meeting, which can be downloaded as follows:

IOS system	Android system
	
<a href="https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307">https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307</a>	<a href="https://play.google.com/store/apps/details?id=us.zoom.videomeetings">https://play.google.com/store/apps/details?id=us.zoom.videomeetings</a>

4. The system will be available to join the meeting 120 minutes prior to the start time. However, the live broadcast will begin only at the scheduled meeting time.
5. To log in, participants will need to use their shareholder registration number and the shareholder's national ID number.
6. For E-Voting, you will be able to cast your vote for each agenda item by choosing one of the following options: Agree, Disagree, or Abstain. If you do not vote on any agenda item, the system will automatically count your vote as "Agree" (using the method of allocating votes to the "Agree" option).
7. If participants encounter any issues or difficulties in using the E-EGM system, you can contact OJ International Co., Ltd. Please use the contact number provided in the email that includes the system user manual.

\*\*\* This E-EGM meeting will be an electronic (remote) meeting only; therefore, shareholders are convenient for no necessity to visit us at the Company. \*\*\*

➤ If a shareholder wishes to appoint an independent Director as a proxy:

Suppose any shareholders cannot attend the E-EGM in person or cannot appoint other proxies to attend the E-EGM and wish to appoint an Independent Director as a proxy. In this regard, they can send a Proxy Form (Enclosure 7) specifying the proxy as one of the Independent Directors as designated by the Company, along with supporting documents, to the Company by September 30, 2025 via the

following channels:

- Email channel : Corp\_secretary@demco.co.th
- Postal channels : Company's Secretary, DEMCO Public Company Limited  
59 Moo 1 Tambol Suanphrikthai,  
Amphur Muangpathumthani, Pathumthani 12000

**Note:** If the shareholders specify their votes in each agenda, the independent directors will cast their votes as specified in the proxy form. In which the voting in each agenda, shareholders have the right to vote in agreeing, disagreeing, or abstaining only and cannot divide a partial vote (unless it is a Custodian vote)

➤ **In the case of a shareholder who is a foreign investor and appoints a custodian in Thailand to be a stock depository and keeper:**

Please submit the following information:

1. The Proxy Form C (attached with the invitation letter) is filled in all information signed by the proxy grantor and the proxy correctly and entirely together with a 20-baht duty stamp affixed;
2. Custodian juristic person registration certificate (Custodian) with a signature certifying true copy by the authorized signatory on behalf of the juristic person of the Custodian or the attorney with the corporate seal (if any).
3. A power of attorney from the shareholders for the Custodian to be authorized to sign the proxy form;
4. A letter confirming that the person signing the proxy form is authorized to operate a custodian business;
5. A copy of ID card, or a copy of government official card, or copy of passport (In the case of foreigners) of the proxy with certified the true copy;
6. Submit information via the following channels:
  - Email channel : Corp\_secretary@demco.co.th
  - Postal channels : Company's Secretary, DEMCO Public Company Limited  
59 Moo 1 Tambol Suanphrikthai,  
Amphur Muangpathumthani, Pathumthani 12000

➤ **Submitting advice or questions related to business, industry, Company Performance, or related to any agenda which will be considered at the E- EGM meeting:**

If shareholders wish to submit suggestions or questions, they can be done in two ways as follows:

1. Send advice or questions in advance to the Company before the meeting date through the following channels:
  - Email channel : Corp\_secretary@demco.co.th
  - Telephone: 02 – 9595811 Ext. 1269
  - Postal channels : Company's Secretary , DEMCO Public Company Limited  
59 No 1 Tambol Suanphrikthai,  
Amphur Muangpathumthani, Pathumthani 12000

2. Submit advice or questions during the meeting to those attending the E - AGM meeting. The attendee must specify his/her first and last name and state whether his / her is a shareholder attending the meeting himself / herself or a proxy. Before every suggestion or question is submitted, the Company has opened channels for sending advice and questions during the meeting as follows:

- Chat channel for text messages;
- An audio chat channel where attendees press the raising hand button and turn on the microphone on their device after the operator sends you an invitation to chat. Please turn off the microphone after the conversation is finished every time (For more details, please refer to the user manual sent to the attendees' Emails).

In this regard, if shareholders have questions about the meeting, they can contact the following staff:

1. Regarding submitting documents confirming identity to attend the shareholders' meeting via E - Meeting, please contact the Company Secretary for further information via the Company's contact channels as detailed above.
2. Regarding the process of attending the meeting and voting via E - Meeting, in the case of correct and complete identity verification, please contact OJ International Co., Ltd. at the phone number specified in the Email that sends you the system's user manual.

Procedures for Attending the Extraordinary General Meeting of Shareholders No. 1/2025  
 via Electronic Media on Monday, October 6, 2025  
 Demco Public Company Limited Shareholders

