

## **Registration and Procedures to attend the Shareholders Meeting via Electronic Means (E-Meeting) and to appoint proxy**

Shareholders or proxies wishing to attend the meeting via electronic media (E-Meeting) must submit the meeting attendance request form (Pre-Registration) by following all the procedures specified in enclosure No. 8 and No. 9. In case the submitted documents are incomplete, incorrect or in compliance with the requirements stated herein, the Company reserves the right to reject the registration.

### **1. Documents and Evidence required to Attend the Meeting via Electronic Media (E-Meeting)**

Shareholders or proxies must prepare and submit all the required documents together with the Meeting Attendance Request Form (Pre-Registration) as specified in this enclosure No. 8.

#### **Natural Person**

##### **1. Self-attending via electronic media (E-Meeting)**

- 1.1 Completed Registration form for attending the 2024 Annual General Meeting of Shareholders through Electronic Media (E-AGM) (enclosure No. 10)
- 1.2 Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders). In case of a change of name-surname, supporting documents are required.

##### **2. Proxy**

- 2.1 Completed Registration form for attending the 2024 Annual General Meeting of Shareholders through Electronic Media (E-AGM) (enclosure No. 10)
- 2.2 Completed Proxy Form ( select either the Proxy Form A or Form B) , signed by the shareholder and the proxy.
- 2.3 Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders) of the shareholder. In case of a change of name-surname, supporting documents are required.
- 2.4 Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders) of the proxy. In case of a change of name-surname, supporting documents are required.

#### **Juristic Person**

##### **1. Attendance by authorized person of a juristic person shareholder via electronic media (E-Meeting)**

- 1.1 Completed Registration form for attending the 2024 Annual General Meeting of Shareholders through Electronic Media (E-AGM) (enclosure No. 10)
- 1.2 Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders) . In case of a change of name-surname, supporting documents are required.
- 1.3 Certified true copy of the shareholder's affidavit (not older than six months) by the shareholder representative (authorized director) who attends the e-meeting with a statement affirming the authority to act on behalf of the juristic person shareholder.

**2. Proxy**

- 2.1 Completed Registration form for attending the 2024 Annual General Meeting of Shareholders through Eletronic Media (E-AGM) (enclosure No. 10)
- 2.2 Completed Proxy Form (select eitherthe Proxy Form A or Form B), signed by the authorized person of the juristic person shareholder and the proxy.
- 2.3 Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders) of the authorized person of the juristic person shareholder. In case of a change of name-surname, supporting documents are required.
- 2.4 Certified true copy of the shareholder's affidavit (not older than six months) by an authorized person with a power of attorney (if any). The required documents must show a statement affirming that the person signing the Proxy Form has the authority to act on behalf of the juristic person shareholder.
- 2.5 Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders) of the proxy. In case of a change of name-surname, supporting documents are required.

**3. Custodian in Thailand authorized to act on behalf of foreign investors as a depositary and administrator of shares**

- 3.1 Required documents are the same as specified for a juristic person under clause 1 or 2.
- 3.2 In case foreign investors authorize the Custodian to sign the Proxy Form on their behalf, additional documents are required as follows:
  - (1) Power of Attorney from foreign investors granting the Custodian authority to sign the Proxy Form on their behalf.
  - (2) CustodianLetter certifying that the person signing the Proxy Form on behalf of foreign investors is licensed to operate Custodian business.

In case the original documents are not in English, the English translation shall be prepared and certified true and correct by the shareholder or authorized person of such juristic person shareholder.

**2. Procedures for Proxy Appointment**

The Department of Business Development, Ministry of Commerce has specified 3 Proxy Forms pursuant to the Notification of the Department of Business Development regarding Prescription of Proxy Letter Forms (No. 5) B.E. 2550 (2007) as follows:

- Form A is a general proxy form which is simple and not complicated.
- Form B is a proxy which clearly specifies the items for which a proxy is granted.
- Form C is a form used only in case of a shareholder being a foreign person and has appointed a custodian in Thailand to act as a depositary and administrator of shares.

The Company provides Proxy Form A and Form B as specified by the Department of Business Development, Ministry of Commerce as attached herewith or the shareholders may download them from <https://investor.gjsteel.co.th/en/meeting/shareholders-meeting>

The Office of the Securities and Exchange Commission has stipulated the Notification of the Capital Market Supervisory Board Tor Jor. 79/2564, Criteria for the Proxy Solicitation to Attend the Meeting and Vote on the Shareholders' Behalf, dated December 29, 2021, effective

from January 16, 2022. For more detailed information, please kindly download the notification from [www.sec.or.th](http://www.sec.or.th).

A shareholder who could not attend the E-Meeting by himself/herself may appoint a proxy according to the following procedures:

- a. Complete only one of the Proxy Forms attached herewith. A shareholder who does not appoint the Custodian shall use either Proxy Form A or Form B.
- b. Appoint a person as per a shareholder' intention or an independent director of the Company as a proxy by filling in the name including details of the person who the shareholder would like to appoint as his/her proxy or marking the box in front of the name of an independent director as specified by the Company on the Proxy Form for only one person to act as a proxy to attend the meeting.
- c. Allocation of shares to several proxies to vote in the meeting is not allowed. Also, a shareholder shall authorize the proxy to cast the votes equal to the total number of shares held by the shareholder. Authorizing less than the total number of shares is not allowed except for the Custodian appointed by foreign investors in accordance with Proxy Form C.
- d. Please affix Baht 20 stamp duty and specify the date of Proxy Form across such stamp duty. For the convenience of shareholders, the Company has prepared the stamp duty for the proxy.
- e. Appointment of a proxy to attend the meeting on behalf of the shareholder
  - *Appointment of a proxy to attend the E-Meeting on behalf of the shareholder*  
The shareholder or proxy shall proceed with clause 1-2 and submit the Meeting Attendance Request Form (Document Uploading System) in advance to receive the username and password for the meeting registration according to the Attendance Procedures for the Annual general Meeting of Sharehlder shown in Enclosure No. 9 and send the original proxy form and supporting documents to the Company.
  - *Appointment of an independent director as a proxy to attend the E-Meeting on behalf of the shareholder*  
In case, the shareholder appoints an independent director as a proxy to attend the E-Meeting on behalf of the shareholder, the shareholder shall proceed with clause 1 - 2 and submit the original proxy form and supporting documents to the Company.
- f. Return the original completed Proxy Form and certified true copies of supporting documents to reach **the Office of Company Secretary , No. 88 PASO Tower, 24<sup>th</sup> Floor, Silom Road, Suriyawong, Bangrak, Bangkok 10500, by Monday, April 22, 2024**, so that the Company can review the documents prior to the Meeting.
- g. In case a shareholder desires to revoke the proxy, the shareholder must notify the Company of the revocation in a written form prior to commencement of the Meeting.

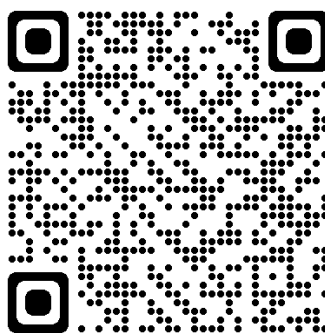
**3. Submission of the Meeting Attendance Request Form (Document Uploading System)**

Shareholders or proxies who wish to attend the E-Meeting, please submit the Meeting Attendance Request Form (Pre-Registration) in advance to obtain username and password for the meeting registration. The Meeting Attendance Request Form and all required documents

can be submitted via Pre-Registration system in which the Company will open the system in advance from April 17, 2024 until the meeting is adjourned. After the Company has verified and approved the submitted Pre-Registration, the shareholder will receive an approval notification email providing the username and password and a link for meeting registration prior 2 days before the shareholders' meeting date.

Shareholders or proxies can access the Document Uploading System at:

<https://gjs.foqus.vc/registration/> or scan QR code



- a. After logging into the system, the shareholders or proxies must fill in the information as appeared on the system (which should be in line with the shareholders information determined as at the Record Date from the Thailand Securities Depository Co., Ltd.) to fill in through the system such as:
  - Securities holder registration number
  - Identification Card Number/Passport Number/ Registration Number for juristic person
  - E-Mail address for receiving the Web Link to attend the E-AGM, Username and Password for attending the E-AGM Meeting
  - Mobile Phone Number
  - The documents as shown in Clause 1-2.
- b. When the Company receives the documents according to clause 1-2 from shareholders or proxies. The Company will check the documents to confirm the right to attend the meeting. After that shareholders or proxies will receive an email informing the following details.
  - Username and Password
  - WebLink for attending E-AGM system
  - User manual

In case the request is rejected, the Shareholders will receive an e-mail to notify of the details and reason for rejection, then the Shareholder can submit an additional document or additionally submit a document to fix the rejected issue through the system.
- c. Please keep your username and password confidential. Do not disclose it to others and in case your username and password are lost or not received by April 24, 2024 at 17.00 hours., please contact Quidlab immediately, via the following channels:
  - Phone Number: 02-013-4322 or 080-008-7616
  - Email address: info@quidlab.com
- d. Please study the manual on how to use the E-AGM meeting system that the Company has sent to you by e-mail carefully. The system will allow you to register for the meeting 1 hour before the start of the meeting. However, the live broadcast of the conference will only start at 09:30 hours.

- e. With respect to the voting casting during the E-AGM Meeting, the shareholder or proxy can cast votes in each agenda by casting a vote of “approval,” “disapproval,” or “abstention.” If the shareholder or proxy does not cast their vote in any agenda, the system will automatically count your vote as “approval”.
- f. In case you encounter technical problems while using the E-AGM meeting system before the meeting or during the meeting, please contact Quidlab, the E-AGM conference system provider of the Company. The channel to contact Quidlab can be found in the email that has sent username and password to you.

#### **4. Vote Casting and Counting**

##### Voting Casting Regulation

- The Vote Casting will be conducted in the open. The Chairman will propose the agenda to the shareholder or proxy for consideration and cast their votes in each agenda, and he will ask in each agenda at the Meeting whether any shareholder or proxy who agree, disagree, or abstain, that shareholder or proxy can cast their vote in the system by pressing “approval,” “disapproval,” or “abstention” button.
- The proxy shall vote in accordance with the authorization by the Shareholder as specified in the Proxy Form.
- Any shareholder or the proxy having special interest in any matter shall not be permitted to vote on such matter and may be invited by the Chairman of the Meeting to temporarily leave the Meeting.

##### The resolutions of the meeting are as follows;

- General case: majority vote of the shareholders who attend the meeting and casting their votes. In case a tie of votes, the Chairman of the Meeting shall have the casting vote.
- Other case which the laws or the Company’s Articles of Association provided otherwise than the general case: The vote shall be in accordance with the laws or the Company’s Articles of Association. The Chairman shall inform the Meeting before voting in each agenda.

##### Vote Counting Method

Prior to the meeting, the Chairman will inform the meeting that the Company will count all votes casted by the shareholders or proxies who attend the meeting by deducting the number of disapproving votes, and abstention casted by the shareholders or proxies. After finishing the casting of votes in each agenda and the Chairman shall announce the voting result to the meeting after such vote counting is done.