

Procedures for attending the Extraordinary General Meeting of Shareholders No. 1/2024, via Electronic Means (E-Meeting)

For any shareholders or proxies who wish to attend the Extraordinary General Meeting of Shareholders No. 1/2024, via Electronic Means, please proceed as follows;

Steps for submitting the Meeting Attendance Request Form via Electronic Media before the meeting

1. Please submit registration form via Web browser by go to the <https://app.inventech.co.th/BEM171023R/#/homepage> or scan QR Code to log in and press the “Submit application form” button.
2. Shareholders choose to file a request form.
3. Fill in the information as shown by the system, as follows;



- Shareholder’s Registration Number (in case of foreigner)
- Identification Number or Passport Number
- Attached are additional documents as described in Attachment 7.
 - In case of attending the E-Meeting in person
Please enclosed Identification card of shareholder e.g. personal I.D. / passport (in case of foreigner) and certified true copy.
 - In case of proxy
Please enclosed Proxy Form with the required documents.
- After completing the previous step, please select agree to the requirements and conditions to accept the conditions and agree to abide by the meeting attendance requirements and personal data policy conditions.
- Press “Next” button. Next
- E-mail ** 1 e-mail account per 1 shareholder ID**
- Mobile phone number (for receiving OTP)
- Press “Next” button. Next
- Press the button “Request OTP” Request OTP → Enter the 6-digit OTP
Press the button to request an OTP from the e-mail Request from Email → Enter the code received from the e-mail.
- Press the button “Submit a request” Submit

4. The system will display the information submitted in the application to verify the accuracy of the information.

- Name – Surname of Shareholder
- Number of shares
- Shareholder ID / ID Number / Passport Number
- E-mail / Phone Number

Request Form

Step 1
Information
Step 2
Identity information
Step 3
Verify your identity
Step 4
Completed

Successful transaction

<small>Name - Surname of Shareholder</small> สมศรี สุขสม	<small>Number of Shares</small> 100,000
<small>Shareholder ID</small> 5588445522	<small>ID number/Passport number</small> T29586521458
<small>Email</small> Somsri.Suk@gmail.com	<small>Phone Number</small> 091-2345678

Back to Home

5. The request form status can be tracked and edited by going to the main page for submitting the petition form, pressing the “Track and Edit” button, entering the shareholder registration number, pressing the “Check” button, confirming your identity via OTP, pressing the “Confirm” button, the petition status page will appear, with 3 statuses: 1) Reviewing 2) Rejected 3) Approved. In the case that the application form has been rejected, the reason will be specified and can be proceeded with editing the document.
6. Please wait for an e-mail from the officer informing you of meeting details and Username (E-mail) & Password.
7. For shareholders who are unable to attend the E-Meeting in person, you may appoint to any person as you wish or the independent directors, namely, Prof. (adjunct) Athapol Yaisawang, Chairman of the Corporate Governance, Risk Management and Sustainable Development Committee or General Chetta Thanajaro, the Audit Committee Member. The independent director will vote on each agenda on your behalf in the proxy form.
8. For shareholders who would like to attend the Meeting either through the Electronic Means by yourself or someone who is not the provided independent directors, the Meeting Attendance Request Form (E-Request) will be available from October 21, 2024, at 08.30 hrs. – 17.30 hrs. and shall be closed on October 31, 2024 until the meeting is adjourned. (only on working days)
9. The electronic conference system will be available on October 31, 2024, at 12.00 hrs. (2 hours before of the meeting begins). Shareholders or proxy holders shall use the provided Username and Password and follow the instruction manual to access the system.
10. For shareholders who authorize one of the Company’s Independent Directors to attend and vote on his or her behalf, please submit the proxy form together with required documents to the Company by mail. Such proxy form and required documents shall be delivered to the Company by October 30, 2024, at 17.00 hrs. to the following address.

**Concession and Directors Office
Bangkok Expressway and Metro Public Company Limited
238/7 Asoke-Din Daeng Road, Bang Kapi Subdistrict,
Huai Khwang District, Bangkok 10310.**

If you have any problems with the software, please contact Inventech Call Center

Call Center: 0 2931 9131

ID Line: @inventechconnect or scan QR Code


The service will be available from October 21-31, 2024,
at 08.30 hrs. - 17.30 hrs.

(Only on working days, excluding holidays and public holidays)





Steps for Meeting Attendance Registration (e-Register)

1. Click the registration URL link from the approval e-mail.
2. Enter the Username (E-mail) and Password that you received from your e-mail or request OTP to login.
3. Click “REGISTER”. The number of votes for this username will be counted as a quorum.
4. Click "Join Attendance" button
5. Before starting to watch the live broadcast of the meeting, the screen will notify you asking for permission to use the camera and microphone.
6. Click “Allow” or “Allow on every visit” button
7. Click “Join meeting” button
8. The system will display a live broadcast screen. and voting



In the case Shareholders unable to watch the live broadcast, on Laptop/PC please go to the Help menu, or on a Mobile/iPad go to the button  upper left corner of the mobile screen selects the help menu and press the button.

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E-Voting Procedures

1. When logging in, the screen will display the agenda. Click on the agenda you want to vote on.
2. Click “Vote” button and select Approve Disapprove Abstain
3. Click “OK” button
4. Can edit the vote or to cancel the vote, press the button "Cancel Vote" 
(This means that if the “Cancel latest vote” option is selected or nothing is selected, the system will consider the votes as “Approve”.) You can change your voting until the voting system is closed for that agenda item.
5. After voting closed. A summary of the scores can be viewed by pressing the “Result” button
6. Switching user accounts in the case of using mobile, press the button  in the upper left corner of the mobile screen. Select the user account menu and press the “Change Account” button to use a different account. The system will not remove votes from the meeting base.

Step to ask questions via Inventech Connect Systems

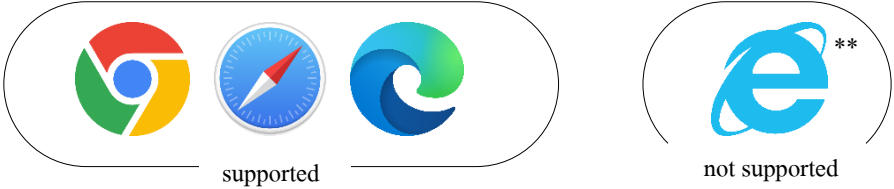
1. When logging in, the screen will display the agenda. Click on the agenda you want to Question.
2. Click “Question” button
 - 2.1 Ask a question via text message
 - The attendees type the question they want, then press the button "Send " 
 - 2.2 Inquire via visual and audio.
 - Press the button "Conference" 
 - Click “OK” button to confirm the reservation
 - Prior to the Q&A session, MC will promptly notify the Shareholder before opening microphone and camera.

How to use Inventech Connect

 <p>User Manual Inventech Connect (e-Request / e-Voting)</p>	 <p>Video of using Inventech Connect (e-Request / e-Voting)</p>
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Note Operation of the electronic conferencing system and Inventech Connect systems. Check internet of shareholder or proxy include equipment and/or program that can be used for best performance. Please use equipment and/or program as follows to use systems.

1. Internet speed requirements
 - High-Definition Video: Must have internet speed at 2.5 Mbps (Speed internet that recommend).
 - High Quality Video: Must have internet speed at 1.0 Mbps.
 - Standard Quality Video: Must have internet speed at 0.5 Mbps.
2. Equipment requirements.
 - Smartphone/Tablet that uses IOS or android OS.
 - PC/Laptop that use Windows or Mac OS.
3. Requirement Browser Chrome (Recommend) / Safari / Microsoft Edge

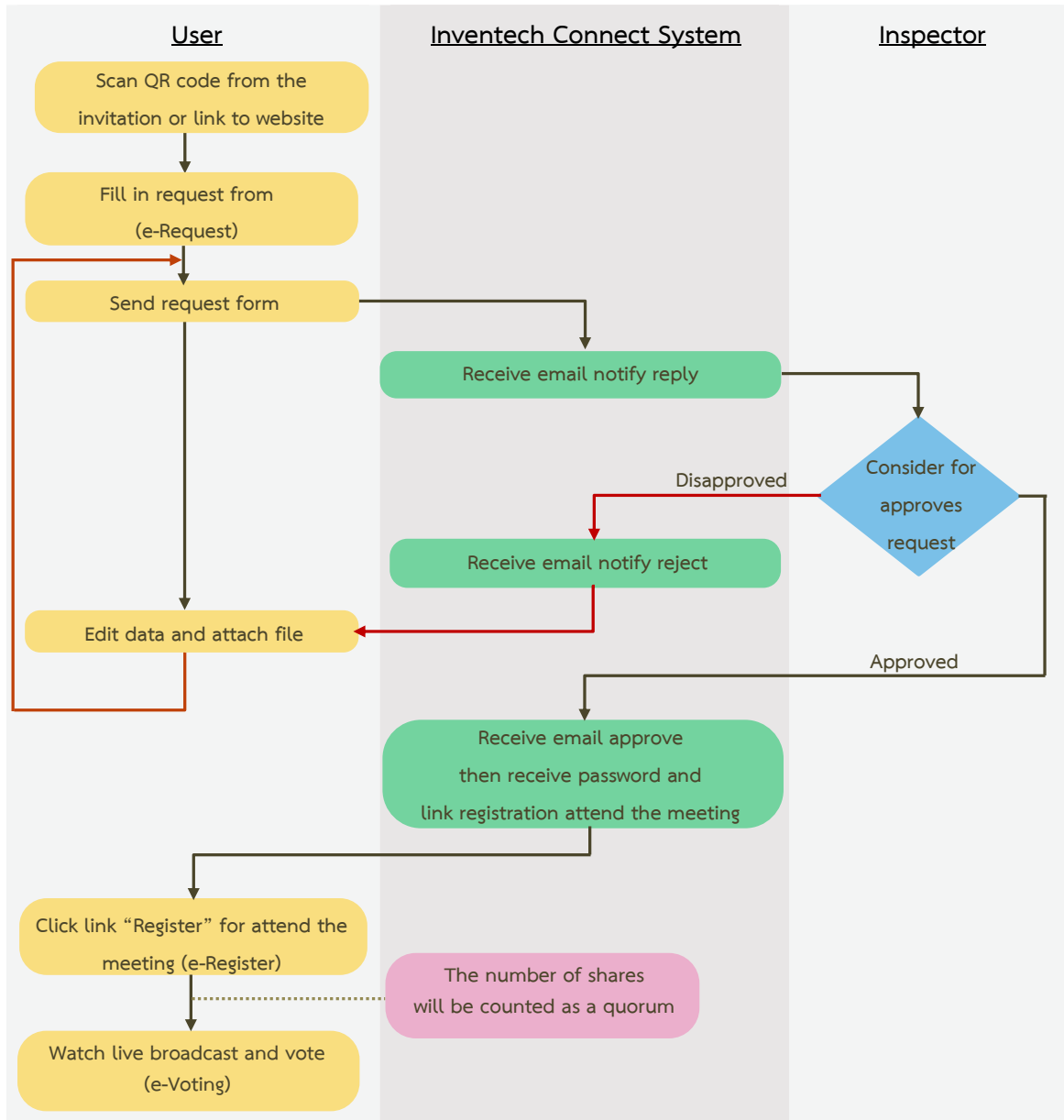


** The system does not supported internet explorer.

You can check the supported device versions at <https://help.webex.com/en-us/article/nki3xrq/Webex-Meetings-Suite-System-Requirements> or scan the QR Code



Flowchart for the Meeting Attendance via e-Meeting



Condition of use

In case Merge account/change account

In case filing request multiple by using the same email and phone number, the systems will merge account or in case user has more than 1 account, you can click on "Change account" and the previous account will still count the base in the meeting.

In case Exit the meeting

Attendees can click on "Register for exit the quorum", the systems will be number of your shares out from the meeting base.

Remark:

1. Shareholders must use the Username (E-mail), and Password received from the E-mail to fill in registration form. The system will register and count as quorum at this step. (If shareholders do not register to attend the meeting, the system will not count as a quorum and cannot vote including not being able to watch the meeting broadcast. If the Shareholders presses the button “Leave the meeting” during the meeting, the system will remove votes from the quorum)
2. Shareholders must prepare E-mail to submit the request for receiving 1) Link for meeting attending registration 2) Username (E-mail) and Password to attend the meeting.
3. The information on filled in the system must be consistent with the Record Date from the Thailand securities Depository Co., Ltd. (TSD)

If shareholders have any questions or any registration troubleshooting, please contact **the call center at 0 2931 9131, available from 08.30 hrs. - 17.30 hrs. from October 21-31, 2024 (except on holidays and public holidays)**