

**Procedures for attending the 2023 Annual Ordinary General Meeting of Shareholders,
via Electronic Means (E-AGM)**

For any shareholders or proxies who wish to attend the 2023 Annual Ordinary General Meeting of Shareholders, 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/BEM184523R/#/homepage> or scan QR Code



2. Shareholders choose to file a request form.

3. Fill in the information as shown by the system, as follows;

- Identification Number or Passport Number
- Shareholder's Registration Number (Non-Thai nationality)
- Attached additional documents as described in Attachment 16.
 - In case of attending the E-Meeting in person
Please enclosed Identification card of shareholder e.g personal I.D. / passport and certified true copy.
 - In case of proxy
Please enclosed Proxy Form with the required documents.
- Fill form and attach the required documents is completed, please select ☒ agree to the Requirements for Meeting Attendance via the Inventech Connect.
- Click "Next" button. 
- E-mail ** 1 email account per 1 shareholder ID**
- Mobile phone number (for receiving OTP)
- Click "Next" button. 
- Press the button "Request OTP" 
- Enter the 6-digit OTP
- Press the button "Submit a request" 

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
- ID Number / Passport number
- Email / Phone Number

Request Form

Step 1
Information

Step 2
Identify information

Step 3
Verify your identity

Step 4
Completed

Successful transaction

Name - Surname of Shareholder	Number of Shares
สมศรี สุข	100,000
Shareholder ID	ID number/Passport number
5588445522	1729586521458
Email	Phone Number
Somsri.Suk@gmail.com	091.2345678

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5. Please wait for an email from the officer informing you of meeting details and Username & Password.
6. Shareholders who are unable to attend the E-Meeting in person, you may appoint to any person as you wish or the Company's independent directors, namely, Prof. (adjunct) Athapol Yaisawang, Chairman of the Corporate Governance, Risk Management and Sustainable Development Committee, who is an independent director without any special interest over other directors in every agenda items proposed in this meeting, or General Chetta Thanajaro, the Audit Committee Member, who is an independent director who retired by rotation in this meeting. The independent director will vote on each agenda on your behalf in the proxy form.
7. 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 April 4, 2023 at 08:30 a.m. – 5.30 p.m. and shall be closed on April 18, 2023 until the meeting is adjourned. (only on working days)
8. The electronic conference system will be available on April 18, 2023 at 12:00 p.m. (2 hours before the opening of the meeting). Shareholders or proxy holders shall use the provided Username and Password and follow the instruction manual to access the system.
9. 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 April 12, 2023 at 5.00 p.m to the following address.

Compliance and Director Office

Bangkok Expressway and Metro Public Company Limited

238/7 Asoke-Din Daeng Road, Bang Kapi,

Huai Khwang, Bangkok 10310 Thailand.

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

Call Center : 0 2931 9132

ID Line : @inventechconnect or scan QR Code

The service will be available from April 4-18, 2023

at 08.30 a.m. - 05.30 p.m.

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



Installation Guide for Webex Meetings

- 1. Webex System Installation Instructions via PC / Laptop :** When shareholders request to attend the meeting, shareholders will receive a URL address to attend the meeting. Shareholders may follow the registration procedure to attend the meeting.

(On the next page)

2. Steps to install Webex using Mobile Device

For iOS

1. Go to Application App Store
- or scan the QR Code;



2. Search Webex Meetings
3. Click “GET” for install application
4. Please wait until to download is complete
5. Finish the application has installed it will appear on your smart phone

For Android

1. Go to Application Play Store
- or scan the QR Code;



2. Search Webex Meetings
3. Click “INSTALL” for install application
4. Please wait until to download is complete
5. Finish the application has installed it will appear on your smart phone

Steps for Meeting Attendance Registration (e-Register)



1. Click the registration URL link from the approval email.
2. Enter the Username and Password that you received from your email or request OTP to login.
3. Click “REGISTER”. The number of votes of this username will be counted as a quorum.
4. Click "Join Attendance" button
5. Click "Watch Meeting" button
6. Click "Open Webex" button
7. Via PC/Laptop: Please fill in the details to register for live broadcast watching via the Webex Meetings application as follows:
 - 7.1 Enter the same email address you submitted in the E-Request form in the Email Address field.
 - 7.2 Click on “Next” button
 - 7.3 Click “Join” to attend the meeting.
8. Via Mobile/iPad: Please fill in the details to register for live broadcast watching via the Webex Meetings application as follows:
 - 8.1 Press“Join” button In case the shareholder never uses Webex Meetings before, press "ACCEPT" (Android OS) or "I Accept" (iOS).
 - 8.2 Enter your name in the Name box and enter the same email address you submitted in the E-Request form in the Email Address box.
 - 8.3 Press“Accept” to accept access for application.
 - 8.4 Press“Join” to attend the meeting.

E-Voting Procedures

For PC/Laptop

1. Click “Continue” on the “Multimedia Viewer” menu.
2. Enter the same Username and Password you received from your email or request OTP to login.
3. Click “Login”.
4. Click on the “Join Attendance” button
5. Select the agenda item that you wish to vote.
6. Click on “Vote” button
7. Click the voting button as you choose
8. The system will display status your latest vote

For Mobile/iPad

1. Press the “Participants” menu or the icon. 
2. Press the “Chat” menu and choose the message from Inventech Connect (for Android) or press on the “Chat” menu or the icon (for iOS). 
3. Press the link for registration and voting.
4. Then press “Continue”.
5. Enter the same Username and Password you received from your email or request OTP to login.
6. Press “Login”.
7. Press click on “Join Attendance” button.
8. Select the agenda item that you wish to vote.
9. Press the voting button of your determination.
10. Click the voting button as you choose
11. The system will display the status your latest vote determination

To cancel your latest vote, please click the button




(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.


Step to ask questions via Inventech Connect Systems

Press the Question button, in the agenda you wish to ask questions.

1. Sending questions via messages

- Select the agenda item that you wish to ask a question.
- Type the question and then click “Send” 

2. Asking questions via video or voice

- Select the agenda item that you wish to ask a question.
- Click on the “Get queue ask the question via video” button or the icon. 
- Click “OK” or the icon
- Please wait for the signal from the staff to ask questions in the Chat channel.

How to use Inventech Connect



**User Manual
Inventech Connect
(e-Request / e-Voting)**

Note Operation of the electronic conferencing system and Inventech Connect systems. Check internet of shareholder or proxy include equipment and/or program that can use for best performance. Please use equipment and/or program as the follows to use systems.

1. Internet speed requirements
 - High-Definition Video: Must be have internet speed at 2.5 Mbps (Speed internet that recommend).
 - High Quality Video: Must be have internet speed at 1.0 Mbps.
 - Standard Quality Video : Must be have internet speed at 0.5 Mbps.
2. Equipment requirements.
 - Smartphone/Tablet that use 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.**

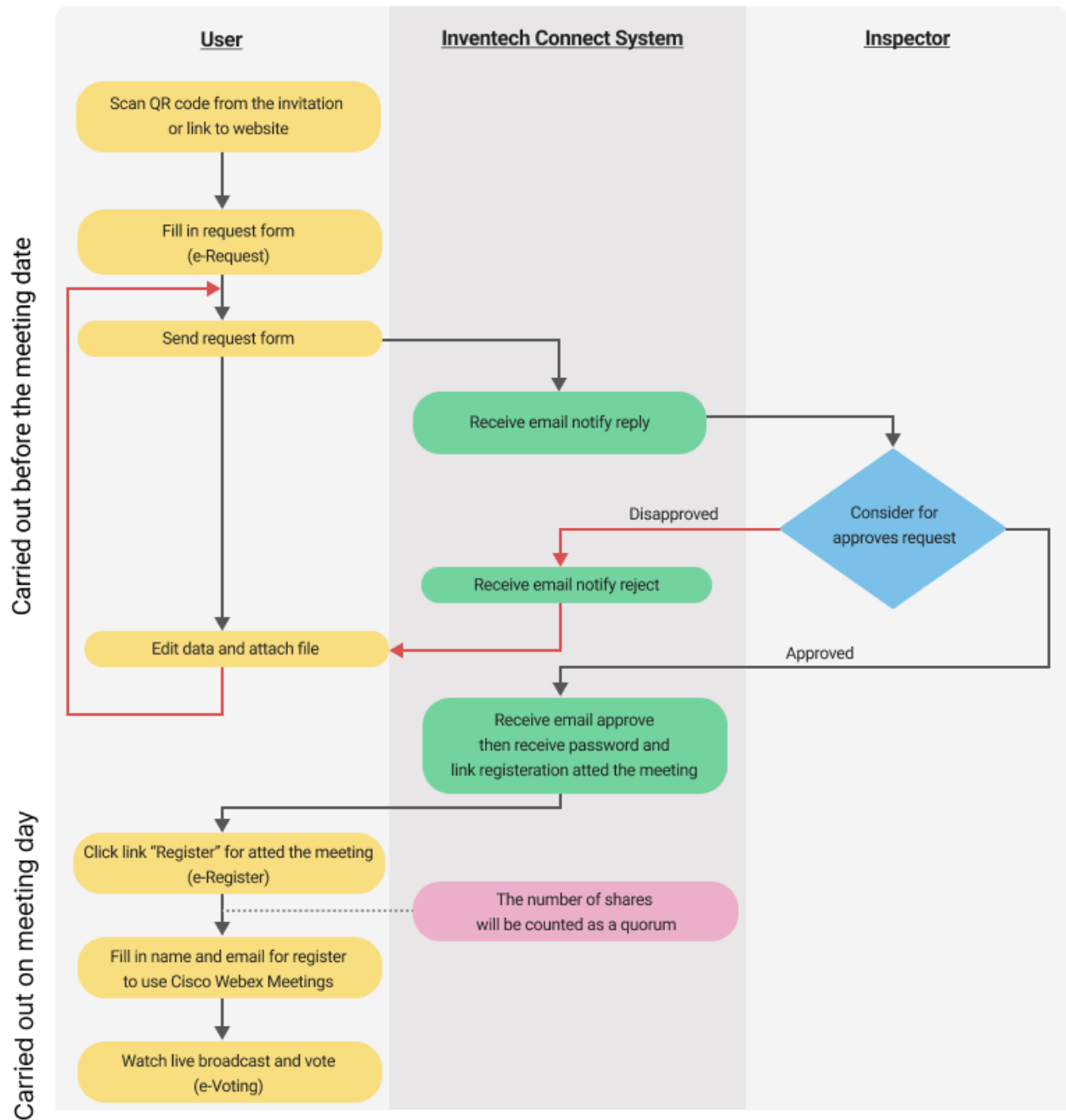
You can check the supported device versions at

<https://help.webex.com/en-us/article/nki3xrq/Webex-Meetings-Suite-System-Requirements> or scan the QR Code



If shareholders have any questions or any registration troubleshooting, please contact the call center at 0 2931 9132, available from 08.30 a.m. - 05.30 p.m. from April 4-18, 2023 (except on holidays and public holidays)

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.