

**Procedure and Guideline for the 2023 Annual General Meeting of Shareholders
through Electronic Meeting**

1. Identity Verification (shall process immediately from the date of receiving the Notification of the Meeting)

1.1 The shareholders **attending the meeting in person** shall verify one's own identity according to the procedures specified below.

1.2 The shareholder **assigning a proxy to attend the meeting (the proxy)** shall prepare a registration form according to Enclosure 8 and a proxy form together with required supporting documents according to Enclosure 3 by scanning or taking photos of them for submission to the email: IR@eforl-aim.com. Then, the shareholder or the proxy shall verify their identity according to the procedures specified below. (The original documents shall be mailed to "The Company Secretary Department" E for L Aim Public Company Limited, No. 160 Ngamwongwan Road, Bangkokhen Sub-District, Mueang Nonthaburi District, Nonthaburi Province. 11000

2. Attending the E-Meeting

- 1) On the Meeting date, the registration for attending the E-AGM can be done through the IR Plus AGM application, starting from 12.00 a.m. Onwards
- 2) The shareholder or the proxy with the successful identity verification can access the IR Plus AGM application to join the live the 2023 Annual General Meeting of Shareholders through E-Meeting ("E-AGM"). The video clip of the Meeting will be posted on the Company's website at **www.eforl-aim.com** after the end of the Meeting.
- 3) The shareholder or the proxy shall cast a vote, be it approval, disapproval or abstention, through the provided system within the timeframe for voting for each agenda item. The system will send an alert message through the IR Plus AGM application.
- 4) To encourage the shareholder to receive and access the right to attend the E-AGM, the shareholder or the proxy can send a question or inquiry for each agenda item through a real-time electronic means by sending a message or video call via the IR Plus AGM application.
- 5) In the case where the shareholder or the proxy has any issue regarding the submission of their identity verification documents, the downloading of the IR Plus AGM application, or any other problem experienced during the Meeting, please contact the Company through one of the following channels for assistance.

Contact	Email	Telephone
Khun Mattana Julnil	mattana@eforl-aim.com	02-1148151 Ext. 110
Khun Chonticha Pumpruek	ir@eforl-aim.com	02-1148151 Ext. 111

3. Submission of questions in advance

The shareholder wishing to send questions related to the Meeting agenda items in advance may do so through one of the channels below.

Post Company Secretary Department
 E for L Aim Public Company Limited
 No. 160, Ngamwongwan Road, Bangkhen Sub-District, Mueang Nonthaburi District, Nonthaburi
 Province. 11000

Email IR@eforl-aim.com



Processes of shareholder / proxy holder

IR PLUS AGM

IR PLUS AGM

In case of shareholders attending the meeting by themselves.

In case of appointing a proxy to an independent director

In case of proxy attending the meeting

Please prepare your invitation letter issued from TSD/ID card or passport.

The shareholder proceeds the scan in invitation letter or the insertion

Please insert personal data and

Enter to menu "Proxy"

the independent director who wishes

Please upload a photocopy of your ID card and the power of attorney letter

**This must be completed 1 day prior to the meeting date

Enter to menu "Proxy Direct"

To prepare an invitation letter received from the TSD/ ID card and passport a photocopy of your ID card

a photocopy of your ID card, the Power of Attorney Letter and then

On the date of meeting, all shareholders are encouraged to access to the Application IR PLUS AGM, and insert Pincode for registration with attending to the meeting.



The Application IR PLUS AGM, iOS system, Version 14.5 upwards



The Application IR PLUS AGM, ANDROID system, Version 8 upward



The Manual for Using Application IR PLUS AGM



Meeting on web App "webagm.irplus.in.th"

For your future information please add id line

@irplusagm

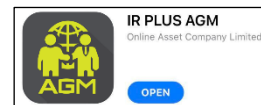
Scan QR Code

Call Center : 02-022-6200 ext.2

IR PLUS AGM Electronic-Annual General Meeting (E-AGM)

1. Download and Install application “IR PLUS AGM”

From App Store (Support since iOS 14.5) and Google Play Store (Support since Android 8)



iOS
iOS 14.5 ขึ้นไป



Android
Android 8.0 ขึ้นไป

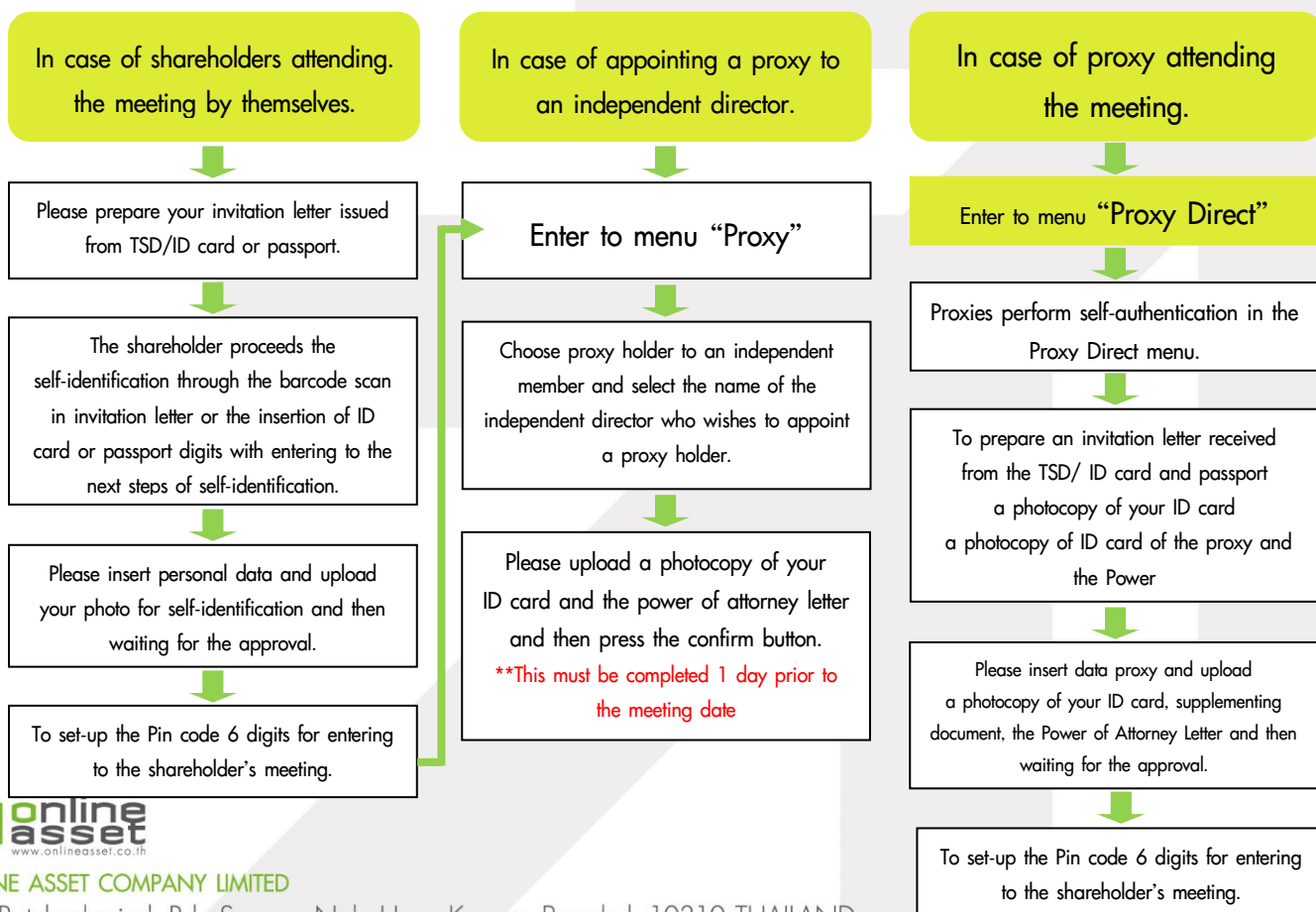


“webagm.irplus.in.th”

Or attend the meeting via the Web App “webagm.irplus.in.th” on Google without an application or program installed.

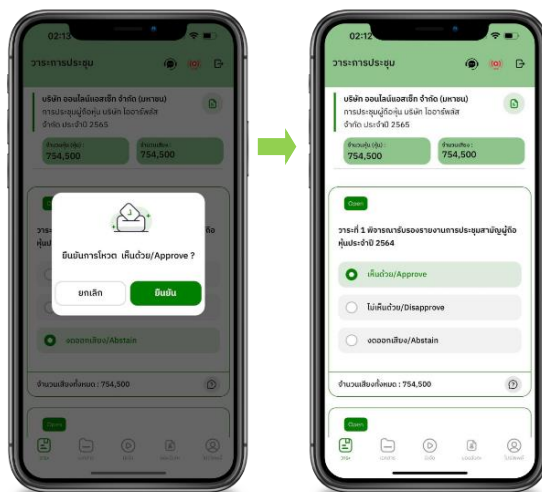
2. Identity verification process (KYC)

- Select the company you want to attend the meeting. And select the status of the user, then Login to access the system with the ID card number of the shareholders.
- Please insert personal data, upload your photo of the ID card, and then take a photograph of the shareholder holding the ID card for identity verification.
- Fill up the OTP received from the system via selected channels (text/e-mail)
- The system will notify the result of identity verification (KYC) as "Approve" or "Disapprove" In case of Disapprove, the shareholder must proceed with the KYC procedure again.
- Set up the Pin code for attend the meeting.

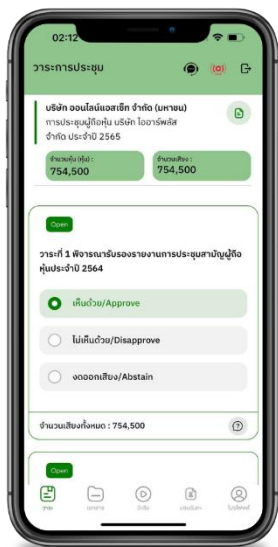


How to vote.

The system will Default vote “Agree” on every agenda that can change the vote result “Disagree” or “Abstain”
Then press the bottom confirms to confirm. The system Will change the voting result immediately.
As shown in the picture.



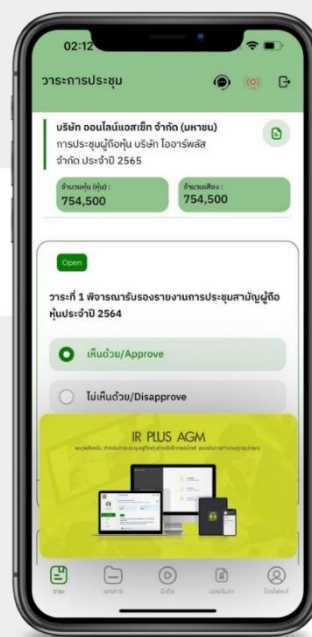
3. Asking question, Text format and VDO Call format



- In case, Asking questions via VDO Call
Click that shown on your screen, then type the question.
Then wait for the staff will get back to you.
- In case, Asking questions via Text
Click that shown in every agenda to send questions to be asked in that agenda. You can ask a question in the system at any time until the agenda is closed.

4. Other Menu

- : Document
- : Media or VDO Presentation
- : Proxy *Incase Provide proxy to independent directors only.
This must be completed 1 day prior the meeting date
- : Profile
- : Log out ****When you confirm to log out the meeting
Your vote will eliminate from the vote base immediately.**
- : Live stream



If you encounter problems in the use please contact : IR PLUS AGM Call Center

Call : 02-022 6200 ext. 2, 626 Office hours: 9:00 a.m. to 5:30 p.m. Monday to Friday



Add Line id : @irplusagm

Or scan QR Code to report a problem using the system to get help quickly.