


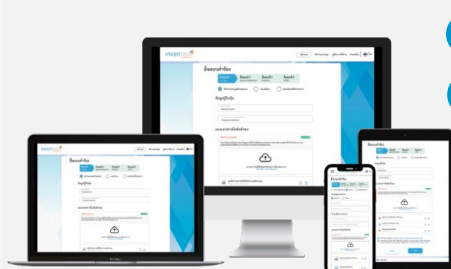
## Guidelines for attending the 2024 Eastern Water Resources Development and Management Public Company Limited's

### Annual General Meeting of Shareholders by electronic means (Inventech Connect)

The Company will hold the 2024 AGM through electronic mean only and will not have any physical registration at the meeting on Tuesday, 30 April 2024. Shareholders and proxies wishing to attend the meeting can proceed according to the procedure for submitting the request form to attend the meeting via electronic media as follows:

#### Step for requesting Username & Password from via e-Request system

1. The Shareholders must submit a request to attend the meeting by Electronic Means via Web Browser at <https://pro.inventech.co.th/EASTW173152R/#/homepage> or scan QR Code  and follow the steps as shown in the picture



**\*\* Merge user accounts, please using the same email and phone number \*\***

- 1 Click link URL or scan QR Code in the letter notice Annual General Meeting
- 2 Choose type request for request form to 4 step
  - Step 1 Fill in the information shown on the registration
  - Step 2 Fill in the information for verify
  - Step 3 Verify via OTP
  - Step 4 Successful transaction, The system will display information again to verify the exactitude of the information
- 3 Please wait for an email information detail of meeting and Password

2. 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, please note that the electronic registration will be available from 19 April 2024 at 8:30 a.m. and shall be closed on 30 April 2024 Until the end of the meeting.

3. The electronic conference system will be available on 30 April 2024 at 11:30 a.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.

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



02-931-9136



@inventechconnect



The system available during 19 – 30 April 2024 at 08.30 a.m. – 05.30 p.m.  
(Specifically excludes holidays and public holidays)



Report a problem

@inventechconnect

## Attachment

### 1. If you are an individual:

#### (1) Attending in person :

- A copy of personal ID card, government officer card, driver's license or passport (for foreigner) which is still valid, signed and certified as true copy.

#### (2) Attending by proxy :

- A completed proxy form, as in attachment 2, that has been signed by the proxy grantor (the shareholder) and the proxy, and has stamp duty of 20 baht affixed. For the convenience of the shareholders, the Company will affix stamp duty on the proxy forms, which have not been stamped.

- A copy of personal ID card, government officer card, driver's license or passport (for foreigner) of the proxy grantor and the proxy, which is not expired certified by the proxy grantor (the shareholder) and the proxy.

### 2. If you are a juristic person :

#### (1) Attending in person via an authorised representative of the shareholder :

- A copy of personal ID card, government officer card, driver's license or passport (for foreigner) of the authorised representative, which is not expired certified by the authorised representative.

- A copy of the Affidavit of Incorporation of the shareholder (issued within the last three months) certified as true and correct by the authorised representative of the shareholder having the power and authority to act on the shareholder's behalf and with the company's seal affixed (if any). The document must bear a statement indicating that the representative attending the meeting has the power to act on behalf of the shareholder.

#### (2) Attending by proxy :

- A completed proxy form, as in attachment 2, that has been signed by the proxy grantor (the authorised representative of the shareholder) and the proxy, with stamp duty of 20 baht affixed. For the convenience of the shareholders, the Company will affix stamp duty on the proxy forms, which have not been stamped.

- A copy of the Affidavit of Incorporation of the shareholder (issued within the last three months) certified as true and correct by the authorised representative of the shareholder having the power and authority to act on the shareholder's behalf and with the company's seal affixed (if any). The document must bear a statement indicating that the representative signing the proxy form has the power to act on behalf of the shareholder.

- A copy of personal ID card, government officer card, driver's license or passport (for foreigner) of the authorised representative and the proxy, which is not expired certified by the authorized representative and the proxy.

#### 3) If you are a juristic person incorporated under foreign laws:

The provisions specified in (1) and (2) above shall apply mutatis mutandis to a shareholder who is a juristic person incorporated under foreign laws subject to the following conditions:

- The Affidavit of Incorporation of such juristic person shall be issued by either the governmental authority of the country in which the juristic person is situated or by an officer of such juristic person, provided that the Affidavit of Incorporation contains the name of the juristic person, the name(s) of the person(s) having authority to sign on behalf of the juristic person together with any restrictions or conditions on the power of such person(s), and the address of the head office of the juristic person.

- An English translation must be attached to any original document that is not in English and the translation must be certified by the authorised representative(s) of such juristic person.

- Any document made overseas must be notarised by the Notary Public, or authorized organisation under local law and certified by the Royal Thai Embassy, Royal Thai Consulate or an authorised officer.

- The Company reserves the right to refuse to register shareholders or proxies if the required documents and evidence are incomplete or inaccurate or do not meet the requirements and conditions specified above.

#### **Appointment of proxy**

The company has provided 3 types of proxy in line with the Ministry of Commerce's requirement as follows:

- **Form A** is a regular form, the proxy grantor can appoint proxy holder to vote freely.
- **Form B** contains clearly specified details, the proxy grantor can appoint the proxy holder to vote on their behalf separately in each agenda.

For shareholder who wishes to grants the proxy to Independent Director may grant proxy through the TSD's e-Proxy Voting system **within on Monday, April 29, 2024, 17.00 hrs.** without having to send any documents to the Company. For the convenience of the shareholders, the Company will pay stamp duty on the e-Proxy voting.

- **Form C** is for foreign investor shareholders who have appointed a Custodian in Thailand to hold and look after the shares on their behalf. To appoint a proxy, you must complete the proxy form and both you and your proxy must sign the form.

- Please carefully study the details of the meeting agenda before appointing a proxy.
- Shareholders choose to use the proxy form. According to Attachment 2 or you can download the proxy form at [www.eastwater.com](http://www.eastwater.com)
- You may appoint and authorise only one proxy to attend the meeting and cast votes on your behalf.

But you may not split your shares between proxies to separate votes.

#### **Appointment of the independent director(s) of the Company as proxy.**

1. The name and information of the independent director appointed as proxy must be specified in the proxy form so that he can vote at the meeting on your behalf if you are unable to attend the meeting.

2. You should use any of the following names and details of the Company's independent director to appoint him as proxy:

**(1) Mr. Surachai kanasa,**      aged 66 years

Chairman of the Audit Committee and

Member of the Corporate Governance and Sustainable Development Committee

Eastern Water Resources Development and Management Plc.

25<sup>th</sup> FL., Eastwater Building, No. 1, Soi Vibhavadee-Rangsit 5,

Vibhavadee-Rangsit Road, Jomphol, Jatuchak, Bangkok 10900

**This director has no special interest in the matters proposed as agenda items.**

**(2) Mr. Suthep Noipairoj,**      aged 68 years

Chairman of the Corporate Governance and Sustainable Development Committee

Member of the Nomination and Remuneration Committee

Eastern Water Resources Development and Management Plc.

25<sup>th</sup> FL., Eastwater Building, No. 1, Soi Vibhavadee-Rangsit 5,

Vibhavadee-Rangsit Road, Jomphol, Jatuchak, Bangkok 10900

**This director has no special interest in the matters proposed as agenda items.**

- The Independent Director who has been designated as a proxy shall vote according to the shareholder directions. If the proxy's failure to comply with such directions causes you damage, you have the right to pursue legal action. (If Shareholder does not specify a vote on the proxy form, Independent Directors acting as the proxy will consider and vote as appropriate.)

- If you choose to appoint an independent director as a proxy, you should send all relevant documents to the Company at the address below by **April 22, 2024**:

**Eastern Water Resources Development and Management Public Company Limited**

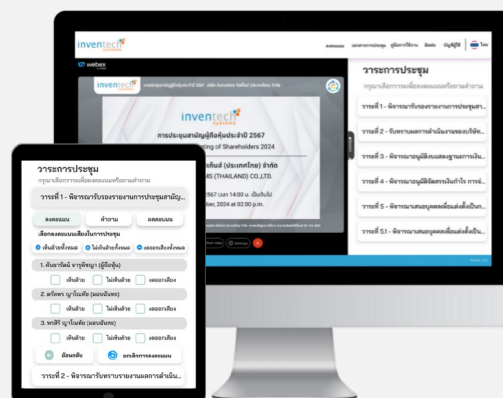
**Legal Affairs and Corporate Governance Office**

**25<sup>th</sup> FL., Eastwater Building, No. 1, Soi Vibhavadee-Rangsit 5,**

**Vibhavadee - Rangsit Road, Jomphol, Jatuchak, Bangkok 10900**

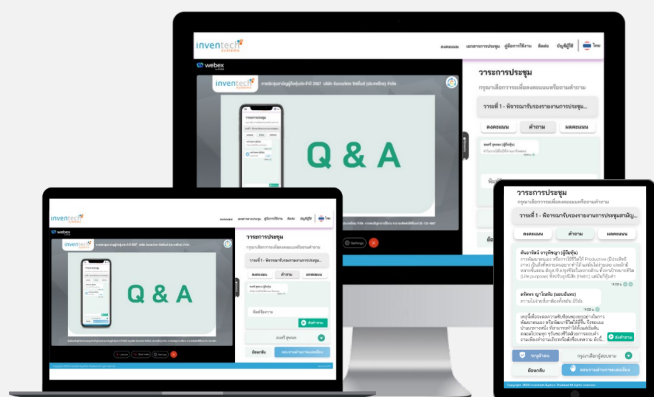
### Steps for registration for attending the meeting (e-Register) and voting process (e-Voting)

- 1 Get email and password that you received from your email or request OTP
- 2 Click on "Register" button, the system has already registered and counted as a quorum.
- 3 Click on "Join Attendance", Then click on "Join Meeting" button
- 4 Select which agenda that you want to vote
- 5 Click on "Vote" button
- 6 Click the voting button as you choose
- 7 The system will display status your latest vote



To cancel the last vote, please press the button "Cancel latest vote (This means that your most recent vote will be equal to not voting, or your vote will be determined by the agenda result) Shareholders can conduct a review of the votes on an agenda basis. When the voting results for that agenda are closed.

## Step to ask questions via Inventech Connect



- Select which agenda
- Click on “Question” button
- 1 Ask a question
  - Type the question then click “Send”
- 2 Ask the question via video
  - Click on “Conference”
  - Click on “OK” for confirm your queue
  - Please wait for the queue for you then your can open the microphone and camera

## How to use Inventech Connect



User Manual e-Request



User Manual e-Voting

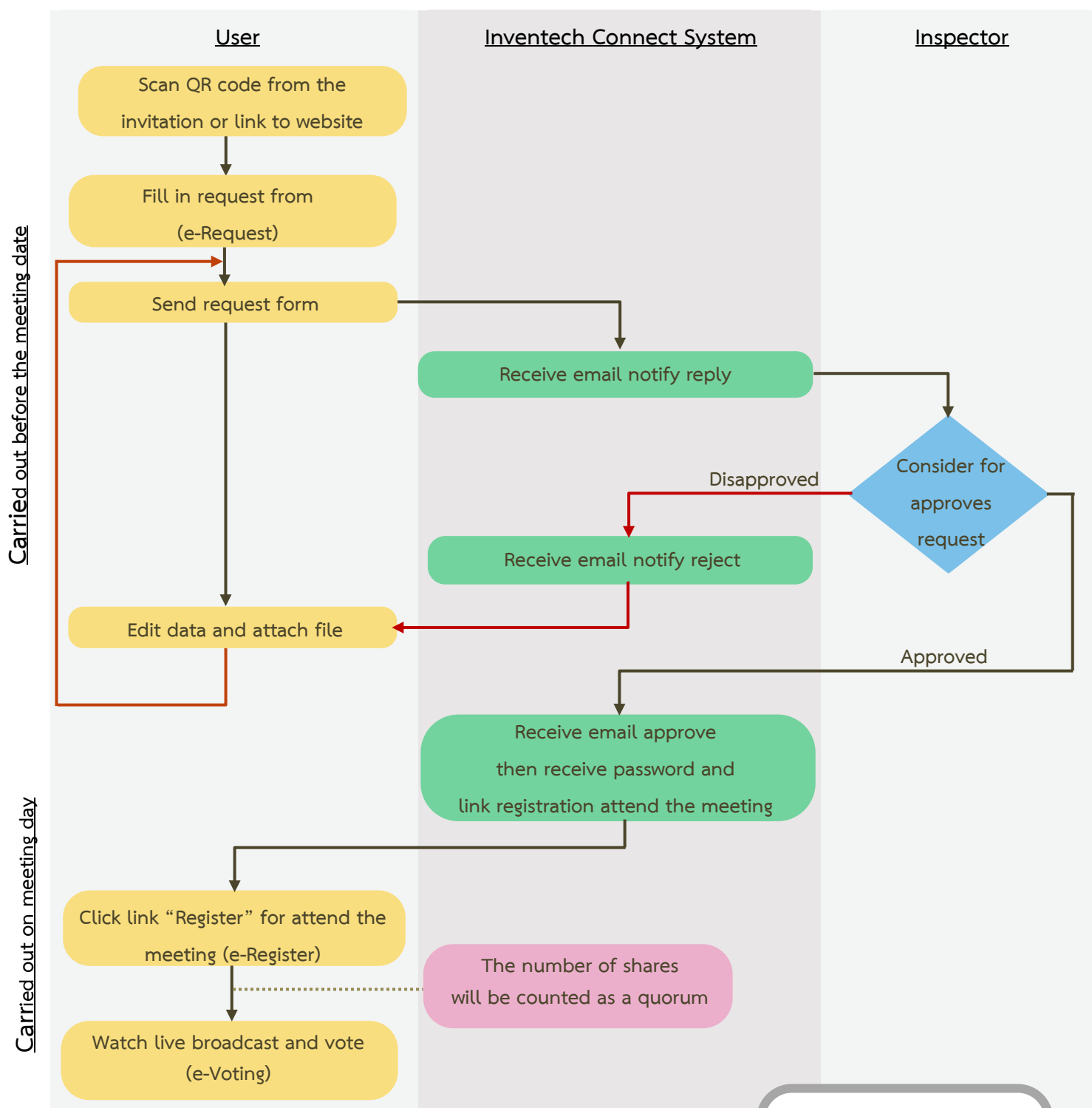


Video of using Inventech Connect

\* 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.**

### Guidelines for attending of Electronic 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.