

The Procedures for Registration to attend General Meeting of Shareholders for the year 2022
via Electronic Means (E-AGM) and Proxy Appointment
Global Green Chemicals Public Company Limited
Friday, April 1, 2022 at 09:30 hrs.

A shareholder who could not attend the Annual General Meeting of Shareholders for the year 2022 via electronic means (E-AGM) by himself/herself may appoint a proxy according to the following procedures.

Appointment of Proxy

1. Please carefully study the details of meeting agenda before appointing a proxy
2. A Shareholder who wishes to assign a proxy must appoint only one proxy to attend and vote at the Meeting in accordance with the Proxy Forms attached hereto.
3. If a Shareholder wishes to appoint the Company's Independent Directors to be his/her Proxy, he/she may appoint:

- | | |
|---|--|
| 1) Mrs. Kannika Ngamsopee | Independent Director / Chairman
of Risk Management Committee / Audit Committee |
| 2) ACM Songtam Chokkanapitag | Independent Director / Chairman of Nomination &
Remuneration Committee |
| 3) Pol. Gen. Suchart Theerasawat | Independent Director / Chairman of Corporate
Governance and Sustainable Development Committee |
| 4) Maj. Gen. Titawat Satiantip | Independent Director / Director to Nomination &
Remuneration Committee / Director to Corporate
Governance and Sustainable Development Committee |

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). Additionally, information of the Independent Directors is described in Attachment 3

4. For convenience, please send the form of proxy with documents or evidence to the Company and it shall be arrived prior to the meeting date, no later than March 30, 2022. The proxy form must be filled out and signed. All corrections or deletions, if any, made to material contents therein must be duly initialed by the Shareholders. A form of proxy must be affixed with a stamp duty of Baht 20.

The Company will facilitate in the affixion of stamp duty for proxy forms that the proxy successfully logs into the Meeting or, in case of appointment of the Company's Independent Director as a proxy via Inventech Connect system, the supporting documents are completely uploaded into the system.

5. In case a shareholder desires to revoke the proxy, the shareholder must submit a written letter of the revocation to the Company in advance prior to commencement of the meeting.

Supporting Documents for Proxy

1. Proxy Form A, Form B and Form C can be downloaded on www.ggcplc.com

Remark :

- **The Shareholders are not allowed to split number of shares and appoint more than one Proxy in order to split votes**
- **The Shareholders shall authorize the Proxy to cast the votes equal to the total amount of shares held by the Shareholders. Granting to Proxy the partial amount of shares to vote is not permitted**

1.1 For Individual Shareholder (The Company recommends that the Shareholders to use Proxy Form B and pre-cast the votes for each agenda)

- (1) Notice of Meeting with barcode.
- (2) The Proxy Form signed by the Shareholder granting proxy.
- (3) Copy of the Shareholder's identification card or government official identification card or passport (in case of foreign grantor) must be signed and certified true copy by the Shareholder. All in all, the Shareholder's information and image has to be clear and unexpired before the meeting date.
- (4) The Proxy must present his/ her original identification card or government official identification card or driving license (identifying ID Number) or passport (in case of foreign proxy). The Proxy's information and image must to be certified by a proxy for the registration process of the Inventech Connect system.

1.2 For Juristic Person Shareholder (The Company recommends that the Shareholders to use Proxy Form B and pre-cast the votes for each agenda.)

- (1) Notice of Meeting with barcode.
- (2) The Proxy Form signed by a person authorized to sign to bind the juristic person according to its Affidavit, with the seal of the juristic person affixed (if any).

- (3) In case that the Shareholder is a juristic person registered in Thailand, please submit a copy of Affidavit certified by the Department of Business Development, Ministry of Commerce before the Meeting date for the registration within 6 months as well as certified true copy by a person authorized to sign to bind such juristic person according to its Affidavit, with the seal of the juristic person affixed (if any).
- (4) In case of the Shareholder is a juristic person registered abroad, please submit a copy of the constitutional document issued by competent authority in the country where the juristic person is located, and certified true copy by a notary public or other competent authority before the Meeting date for the registration for no longer than 1 year.
- (5) For a foreign juristic person, if an original of any document is not in English, the English translation thereof must be provided by the Department of Business Development, Ministry of Commerce prior to the meeting date for registration no later than 6 months with certification, such translation must also be certified true and correct by a person authorized to sign to bind the juristic person.
- (6) The Proxy must present his/ her original identification card or government official identification card or driving license (identifying ID Number) or passport (in case of foreign proxy). The Proxy's information and image must to be certified by a proxy for the registration process of the Inventech Connect system.

1.3 Proxy Form C (for Foreign Shareholders Who Have Custodians in Thailand Only) can be downloaded on www.ggcplc.com

- (1) Notice of Meeting with barcode.
- (2) The Proxy presents Power of Attorney from the Shareholders who is a foreign investor authorizes the custodian to execute the proxy on his/her behalf.
- (3) The Proxy presents confirmation letter showing that signatory of the Proxy is authorized to operate custodian business.
- (4) The Proxy Form signed by a person authorized to sign to bind the juristic person according to its Affidavit, with the seal of the juristic person affixed (if any).
- (5) In case that the Shareholder is a juristic person registered in Thailand, please submit a copy of Affidavit certified by the Department of Business Development, Ministry of Commerce before the Meeting date for the registration within 6 months as well as certified true and

correct by a person authorized to sign to bind such juristic person according to its Affidavit, with the seal of the juristic person affixed (if any).

- (6) In case that the Shareholder is a juristic person registered abroad, please submit a copy of the constitutional document issued by competent authority in the country where the juristic person is located, and certified by a notary public or other competent authority before the Meeting date for the registration for no longer than 1 year.
- (7) If any of the aforementioned documents is not in English, the English translation thereof must be provided. The translation must also be certified true and correct by a person referring to such document or a person authorized to act on behalf of such person.
- (8) The Proxy must present his/ her original identification card or government official identification card or driving license (identifying ID Number) or passport (in case of foreign proxy). The Proxy's information and image must to be certified by a proxy for the registration process of the Inventech Connect system.

Shareholders who wish to attend the Meeting via electronic means must follow the procedures as indicated below.

Procedures for the submission of a request to attend the meeting by electronic means

1. The Shareholders must submit a request to attend the meeting by electronic means via Web Browser at <http://app.inventech.co.th/GGC170545R> or scan QR Code:



2. The Shareholders must prepare the following information to fill-in through the system:
 - Identification Card Number/Passport Number (in case of foreign shareholder)
/ Company Registration Number
 - Shareholders Registration Number
 - Name and Surname
 - Amount of shares
 - E-Mail
 - Mobile Number
 - Additional Attachments

- For Shareholders who wish to attend the meeting by electronic means themselves, please attach the copy of Identification Card /Passport (in case of foreign shareholder) and certified true copy (a photo is also applicable to attach into the system).

- In case of proxy, please attach the proxy form with additional documents as required

3. After completely filled-in all required information and attachment, please click on the checkboxes to accept the terms of service and agree to the terms of attendance.
4. Then click to “submit the request”.
5. After completing the fourth step above, an assigned administration team will proof the document. Once your request is approved, the Shareholders will receive an email to notify on the followings:
 1. Link of Registration for the meeting
 2. Username and Password for e-Voting
 3. Link for download and installation of Cisco WebEx Meeting Application
 4. Link for user manual.

The Shareholders can access the system to attend the meeting on the date specified in the notice of the shareholders' meeting. In case the request is rejected, shareholders will receive an email to notify them on the details and the reason for rejection, then the shareholders can resubmit through the system.

6. For Shareholders who wish to assign a proxy and will not attend the meeting, he/she can appoint any person to act as his/her proxy or authorize one of the Company's Independent Directors as specified in the notice of the shareholders' meeting to attend and vote on his/her behalf as specified in the proxy form
7. For Shareholders who would like to attend the Meeting either through electronic means by yourself or a proxy who is not the provided independent directors, please note that the electronic registration will be opened from March 21, 2022 at 08.30 hours and it will be closed on April 1, 2022 until the end of the meeting.
8. For Shareholders who authorize the Company's Independent Directors to attend and vote on his/her behalf, please submit the proxy form together with required documents to the Company by postage to the following address. Such proxy form and required documents shall be received by the Company prior to March 30, 2022 at 17.00 hours.

Corporate Affairs and Corporate Secretary, Global Green Chemicals Public company limited
555/1 Energy Complex Building A, 4th Floor, Vibhavadi-Rangsit Road
Chatuchak, Chatuchak, Bangkok 10900 Thailand

Manual to attend the Meeting by Electronic Means and login for Inventech Connect

1. Cisco WebEx Meeting and Inventech Connect for e-Voting systems support Web Browser for PC, iOS and Android. To access Cisco WebEx Meeting and Inventech Connect, please follow the installation procedure and operation manual as below:

1.1 Using Cisco WebEx Meeting

installation Manual for Cisco WebEx Meeting can be read via this link:

<https://bit.ly/3uZjL0X> or scan QR Code :



1.1.1 Cisco WebEx Meeting installation instruction via PC / Laptop





1. Go to website: <https://www.webex.com/downloads.html> or scan QR Code:
2. Click the button “For Windows (64 bit)/For Window (32 bit)” Choose according to the operating system that the device supports.
3. Double click the “webex.msi” to enter the Installation page of Webex Meeting.
4. Enter the installation page, then click “Next”; then wait for the installation for a moment, and then click “Finish”.
5. Select “Agree” to accept the terms of the license agreement
6. Click the “Install” button, then wait for the installation for a moment, and then click “Finish”.
7. When the installation is completed, please type “Email”, then click “Next” to enter the Cisco WebEx Meetings

1.1.2 Step to install Cisco WebEx Meeting using Mobile Device

For iOS

1. Access App Store 
2. Go to the search icon or the “magnifying glass” symbol and type “WebEx Meeting” and click “search” button.
3. Then click the “Accept” button on the right to install the Cisco WebEx Meetings Application or the symbol as shown in the picture. 
4. Specify a password or Touch ID to confirm application installation.

For Android

1. Access Play Store 
2. Go to “Search for apps & games” and type “Cisco WebEx Meetings” and click “Search”.
3. Then click “Install” button to install Cisco WebEx Meetings Application on symbol as shown in the picture. 
4. Click “Accept” to confirm Application installation.
5. Then wait for a moment for installation.

5. Then wait for a moment for installation.	6. When the installation is completed, the
6. When the installation is completed, the “WebEx Meet” icon will appear on the phone’s screen.	“WebEx Meet” icon will appear on the phone’s screen.

1.2 Using Inventech Connect System

User manual and how to install inventech Connect system can be read via this link:

<https://bit.ly/3sOmBD6> or Scan Qr Code



1.2.1 Steps for using Inventech Connect via PC/Laptop are as follow:

1. Shareholder **click the link to enter Registration for the meeting** in the approval notification email for Inventech Connect.
2. Then the system will display information for e-Register. Please fill the Username and Password that received by email then click “Sign in” button.
3. After the installation is completed, the System will display the Shareholders’ registration information. (At this procedure, it will be considered that the Shareholders have already registered to attend the meeting and the number of shares of the Shareholder to be counted as a quorum). Then click “Go to the registration page to watch the live broadcast via Application Cisco Webex Meeting”.
4. The system will display the “Event Information”. The Shareholders must fill- in the information on the right side of “Join Event Now” with the following details:
 - The system will display the Shareholders’ name or proxies’ name in the “First Name” field.
 - The system will display the Shareholders’ registration number in the “Last Name” filed (in case of proxy it will display * after the registration number).
 - Fill-in email in the “Email Address” field (Email must be the same email received from register via e-Request).
 - In the “Event Password” field, the system will set the default value for Shareholders. There is no need to make any changes.
 - Then click “Join Now” button
5. After that, click “Run a temporary application” to access the Cisco WebEx Meeting application.

6. Click the “Join Event” button (green color) to join the meeting via Cisco Webex Meeting application.
7. The system will display two operation screens; one on the left showing live broadcast and the right showing Q&A and Multimedia Viewer functions with the login page of Inventech Connect for e-Voting.
8. Then click the “Continue” button (blue color) on the right hand side of the Multimedia Viewer function. The system will display the login screen for Inventech Connect; For e-Voting fill in Username/Password from the request approval notification email and click “Sign in” button.
9. The system will display “Select Agenda” button, and Shareholders may view which agenda may be voted by clicking the “Select Agenda” (green color) in corner on the left and bottom.
10. The system will display the agenda items being entitled to vote, displaying “Voting Status: Pending”.
11. When Shareholders wish to cast a vote, please choose the agenda to vote. The system will show “Voting Status: Pending”. Then shareholders can press the following voting buttons,
 1. Agree (green color)
 2. Disagree (red color)
 3. Abstain (orange color)
 4. Do not submit vote (blue color)

Shareholders can change their votes until the closing of voting session for each agenda.

If Shareholders press “Do not submit vote” button or do not press any buttons to cast a vote at any agendas, it shall be deemed that Shareholders agree with such agenda according to the Company’s practice regarding counting of the vote. Shareholders can change their votes until the closing of voting session for each agenda.

12. Shareholders can conduct a review of the vote on an agenda basis. When the voting session is closed, please select the agenda you want to review, and then the system will display a graph and a table showing voting information of the selected session.

* 13. In the event that a Shareholder has been authorized by multiple accounts, please select “User Icon” and click on the “Switch Account” button to access other accounts. Upon the switching, votes and quorum will not be removed from the meeting.

* 14. In the event that Shareholders may leave the meeting by selecting the “User Icon” and click “Leave Meeting” button.

* In this case if Shareholder leaves the meeting before the meeting adjourns, the system will remove the right to vote of the Shareholder from the meeting on the agenda that has not yet been processed. Shareholders can also rejoin the meeting and cast the vote on the ongoing agenda until the closing of voting session for each agenda.

1.2.2 Steps for using Inventech Connect for e-Voting via Mobile Device

>>Screen 1: Live Broadcast by the Company

1. Shareholders **click the link to enter Registration for the meeting** in the approval notification email for Inventech Connect.

2. After that the system will display the e-Register page, the Shareholders must fill-in Username and Password that received by email, the click “Sign-in”.

3. Upon successful registration, the system will display shareholder registration information (At this procedure, it will be considered that the Shareholders has already registered to attend the meeting and the number of shares held by such shareholders shall be counted as a quorum). Then click to registration page to join the meeting via Cisco WebEx Meeting Application.

4. The system will display Event Information, then click “Join”.

5. Then fill-in information in Display Name and Email Address, then click “OK”.

6. Click “Join” (green color) to attend the meeting via Cisco WebEx Meeting Application

If Shareholders who access via mobile device wish to use Inventech Connect for e-Voting, please switch the browser to use the second Screen as below:

>>Screen 2: Using Inventech Connect

1. Shareholders must **click the link for registration (For Shareholders who do not want to view the live meeting)** from the notification email for Inventech Connect or URL for e-Voting function which was sent from Administrator via “Chat” function in application Cisco Webex Meeting.

2. Fill-in Username and Password from the request approval notification email or requested for OTP to access the system, then click “Sign in” button.

3. The system will display “Select Agenda” icon, and Shareholders may view which agenda may be voted by clicking the “Select Agenda” (green color) in the left corner and at the bottom.

4. The system will display the agenda items being entitled to vote, displaying “Voting Status: Pending”.

5. When Shareholders wish to vote, please choose the agenda to vote. Then the system will show all voting buttons :

1. Agree (green color)
2. Disagree (red color)
3. Abstain (orange color)
4. Do not submit vote (blue color)

Shareholders can change their votes until the closing of voting session for each agenda.

If Shareholders press “Do not submit vote” button or do not press any buttons to cast a vote at any agendas, it shall be deemed that Shareholders agree with such agenda according to the Company’s practice regarding counting of the vote. Shareholders can change their vote until the closing of voting session for each agenda.

6. Shareholders can conduct a review of the votes on an agenda basis. When the voting results are closed, select the agenda you want to review, and then the system will display a graph and a table showing voting information of the selected session.

* 7. In the event that a Shareholder has been authorized by multiple accounts, please select “User Icon” and click on the “Switch Account” button to access other accounts. Upon the switching, votes and quorum will not be removed from the meeting.

* 8. Shareholders may leave the meeting by selecting the “User Icon” and click “Leave Meeting” button.

* In case the Shareholder leaves the meeting before the meeting adjourns, the system will remove the right to vote of the Shareholder from the meeting on the agenda that has not yet been processed. Shareholders can also rejoin the meeting and cast the vote on the ongoing agenda until the closing of voting session for each agenda.

The electronic conference system will be available on April 1, 2022 at 07.30 hours (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.

The functionality of the electronic conferencing system (Cisco Webex Meeting) and Inventech Connect is dependent on the internet system supported by shareholders or proxies, including equipment and/or program of the device. Therefore, please use the device and/or the following programs to operate the system.

- Recommended internet speed should be at least 4 Mbps.

- Mobile phones/tablet devices with Android operating system that supports Android 6.0 version or above, or mobile phones/tablet devices with iOS operating system that supports iOS 10.0 version or above.
- Desktop computer/ notebook with Windows operating system that supports Windows 7 or above, or desktop computer/notebook with MAC operating system that supports OS X 10.13 or above.
- Internet Browser: Firefox or Chrome (recommended) or Safari.

How to check the operating system version

- For Android: Choose settings or additional settings > About Phone > Software or Android version information
- iOS: Choose Settings > General > About >Version

Remark :

1. The Shareholders must fill-in the Username and Password that received via email for register and join the meeting. At this procedure, it will be considered that the Shareholders has already registered to attend the meeting. (if Shareholders do not register to attend the meeting, your shares will not be counted as a quorum, and you cannot vote or watch the live meeting). Also, if the Shareholders leave the meeting during the meeting by pressing the “leave the meeting” button, the system will remove the votes of the Shareholders from the quorum of the meeting.
2. The Shareholders must prepare the Email Address for e-Request to obtain 1. Link of Registration for the meeting 2. Username and Password for attending the meeting.
3. The required information must be aligned with the information as of the record date (as of February 25, 2022) that provided by Thailand Securities Depository Co., Ltd (TSD).

For a troubleshooting related to the system, please contact Call Center as below:

Tel: +66(0) 2931-9137 or LINE : @inventechconnect (March 21 - April 1, 2022 from Monday to Friday at 08.30 -17.30 hours)