

**The Procedures for Registration to Attend the Annual General Meeting of Shareholders for the Year 2024  
via Electronic Means (E-AGM)**

**Global Green Chemicals Public Company Limited**

**Tuesday, April 2, 2024 at 13:30 hrs.**

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://serv.inventech.co.th/GGC103066R/#!/homepage> or scan QR Code



and follow the steps as shown in the picture



- 1 Click link URL or scan QR Code in the letter notice Annual General Meeting
- 2 Choose type request for request form to 4 steps  
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

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

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 20 March 2024 at 8:30 a.m. and shall be closed on 2 April 2024 Until the end of the meeting.
3. The electronic conference system will be available on 2 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.

**Appointment of Proxy to the Company's Directors**

For Shareholders who authorize one of the Company's Independent Directors to attend and vote on his or her behalf, The Shareholders can submit a request to attend the meeting by Electronic Means of the specified procedures or send the proxy form together with the required documents to the Company by mail to the following address. The proxy form and required documents shall be delivered to the Company by April 1, 2024 at 5.00 p.m.

**Global Green Chemicals Public Company Limited**

**Corporate Affairs and Corporate Secretary**

**555/1 Energy Complex Building A, 4th Floor, Vibhavadi-Rangsit Road, Chatuchak, Bangkok 10900 Thailand**

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



02-931-9132



@inventechconnect



The system available during 20 March – 2 April 2024 at 08.30 a.m. – 05.30 p.m.

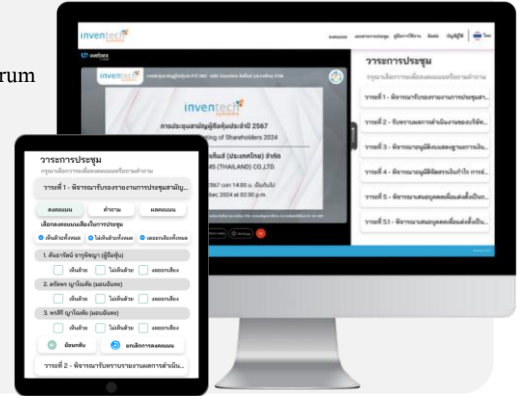
**(Specifically excludes holidays and public holidays)**



**Report a problem  
@inventechconnect**

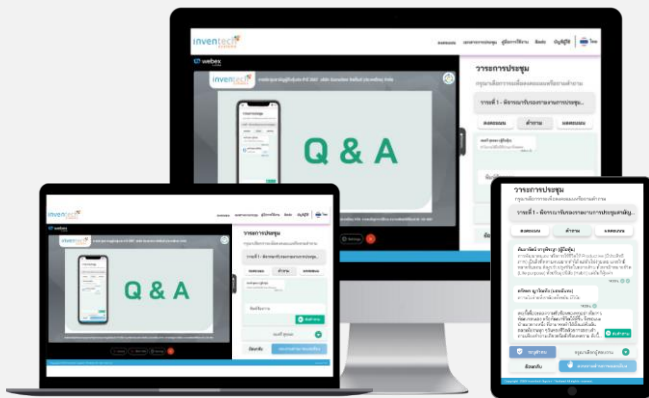
## Step voting process (e-Voting)

- 1 When the registration request form is approved, the system shall send password and link to attend the meeting
- 2 Get email and password that you received from your email or request OTP
- 3 Click on “Register” button, the system has already registered and counted as a quorum
- 4 Click on “Join Attendance”, Then click on “Join Meeting” button
- 5 Select which agenda that you want to vote
- 6 Click on “Vote” button
- 7 Click the voting button as you choose
- 8 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



- 1
  - Select which agenda
  - Click on “Question” button
- 2
  - Ask a question
  - Type the question then click “Send”
- 3
  - Ask the question via video record.
  - 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

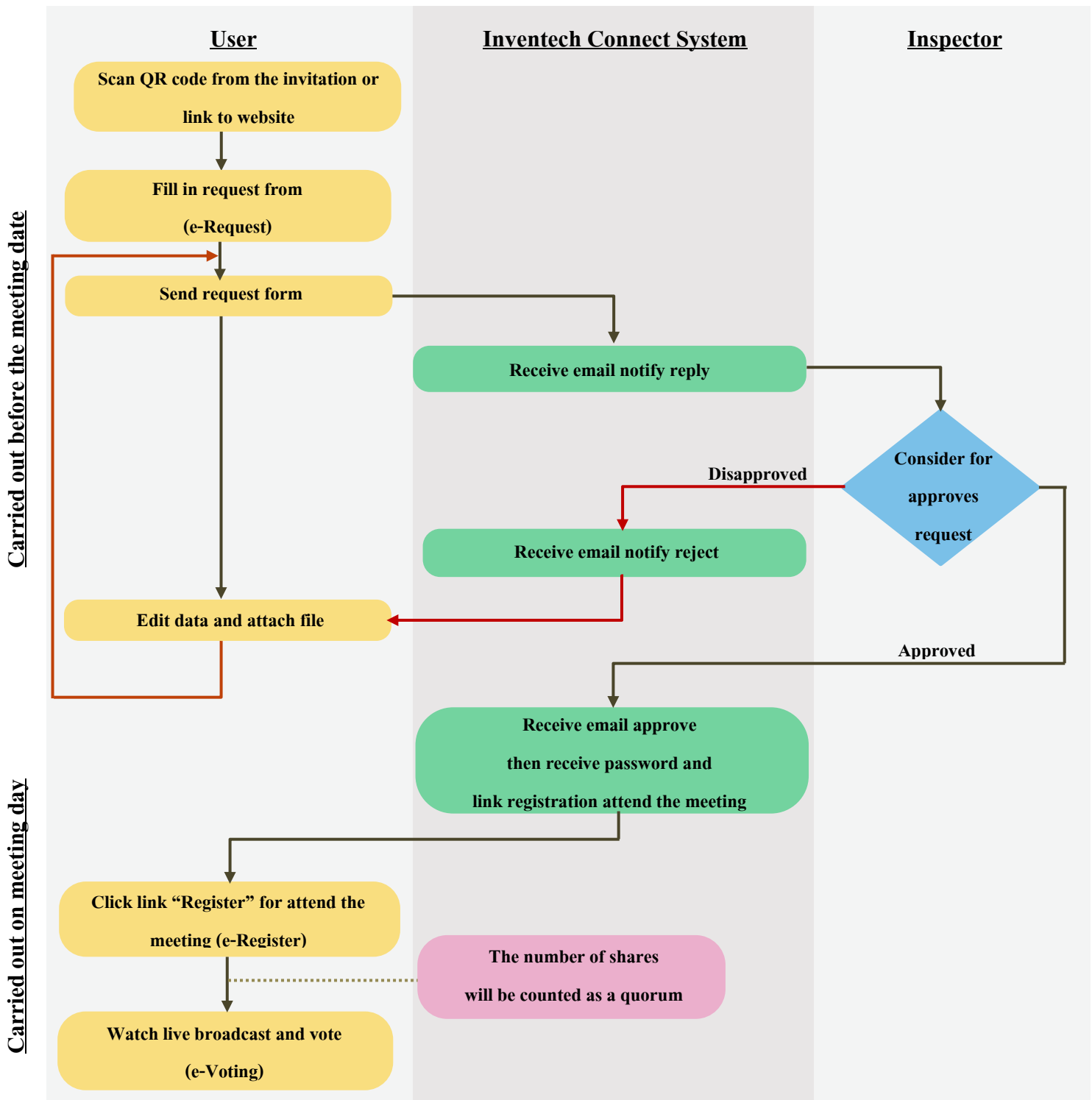


Video of using Inventech Connect

\* 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.

**The Procedures for Proxy Appointment for the Annual General Meeting of Shareholders for the year 2024  
via Electronic Means (E-AGM)**

**Global Green Chemicals Public Company Limited**

**Tuesday, April 2, 2024 at 13:30 hrs.**

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A shareholder who could not attend the Annual General Meeting of Shareholders for the year 2024 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:

- |   |   |
|---|---|
| <b>1) Prof. Dr. Kumchai Jongjakapun</b> | <b>Chairman of Independent Director /<br/>Chairman of Audit Committee</b>                             |
| <b>2) Mrs. Kannika Ngamsoppee</b>       | <b>Independent Director / Chairman of Risk Management<br/>Committee / Director to Audit Committee</b> |
| <b>3) Mrs. Sommai Siriudomset</b>       | <b>Independent Director / Director to Audit Committee</b>   |

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 4

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 April 1, 2024. 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**

**Proxy Form A, Form B and Form C can be downloaded on [www.ggcplc.com](http://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. 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 driving license (with ID Number) 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) Copy of the Proxy's identification card or government official identification card or driving license (with ID Number) or passport (in case of foreign proxy) which is certified true copy by a proxy. All in all, the Proxy's information and image must be clear and unexpired before the meeting date.

**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) Copy of the Proxy's identification card or government official identification card or driving license (with ID Number) or passport (in case of foreign proxy) which is certified true copy by a proxy. All in all, the Proxy's information and image must be clear and unexpired before the meeting date.

**3. Proxy Form C (for Foreign Shareholders Who Have Custodians in Thailand Only) can be downloaded on [www.ggcplc.com](http://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) Copy of the Proxy's identification card or government official identification card or driving license (with ID Number) or passport (in case of foreign proxy) which is certified true copy by a proxy. All in all, the Proxy's information and image must be clear and unexpired before the meeting date.

**Remark :** The owner may conceal sensitive personal data containing in copy(ies) of the identification card or other documents provided to the Company, such as religion or blood group. If the owner does not do so, it is deemed that the owner gives the Company his/her permission to conceal such data as the Company sees appropriate, without detriment to the document's validity or enforceability. In case that the Company is unable to conceal such data due to any restrictions, the Company confirms that collection and usage of such data will be exclusively for person authentication and the Company has no intention to collect or use such personal sensitive data contained in the relevant document.