# Guidelines for attending of Electronic Meeting by Inventech Connect

Shareholders and proxies wishing to attend the AGM Meeting via electronic means ("E-AGM"), please proceed according to the procedure for submitting the request form to attend the E-AGM as follows:

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

1. Shareholders must submit a request to attend the E-AGM via Web Browser at

https://con.inventech.co.th/BE8165842R/#/homepage or scan QR Code as shown.



and follow the steps the steps



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

- 1 Click the above URL link or scan QR Code.
- 2 Choose type of request form to proceed the following 4 steps
  - Step 1 Fill in the information shown on the registration.
  - Step 2 Fill in the information for verification.
  - Step 3 Verify via OTP
  - Step 4 Successful transaction, the system will display information again to verify the exactitude of the information
- Please wait for an email from the officer informing you of meeting
- 2. For Shareholders / Proxies who would like to attend the E-AGM (except for the proxies granted to the Company's Independent Director), the electronic registration will be available from April 18, 2024 at 08:30 hours and shall be closed on April 25, 2024 (until the meeting adjourn).
- 3. The E-AGM conference system will be available on April 25, 2024 at 08:00 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 E-AGM conference system.

### Appointment of Proxy to the Company's Independent Directors

For Shareholders who authorize the Company's Independent Directors to attend and vote on his or her behalf, please proceed in accordance with the instruction in the <u>Attachment 6</u>. The Proxy Form together with required documents must be submitted to the Company by April 19, 2024 by deliver to the following address:

Beryl 8 Plus Public Company Limited

Corporate Secretary Department

33/4, the 9<sup>th</sup> Tower Grand Rama9 Building (Tower B), 19<sup>th</sup> Floor

Rama 9 Road, Huai Khwang, Bangkok 10310

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



02-931-9137



@inventechconnect



The system available during April 18-25, 2024 at 08.30-17.30 hours

(Specifically excludes holidays and public holidays)



Report a problem

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

- Get email and password that you received from your email or request OTP
- Click on "Register" button, the system has already registered and counted as a quorum.
- Click on "Join Attendance", Then click on "Join Meeting" button
- 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 latest 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 change your votes until the voting system is closed on each agenda.

## 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

Remark: Operation of the E-AGM conference system and Inventech Connect systems will be subject to the shareholders / proxies supporting internet system, including equipment and/or program that can use for best performance. Please use the following equipment and/or program:

- 1. Internet speed requirements
  - High-Definition Video: Must have internet speed at 2.5 Mbps (Speed internet that recommend).
  - High Quality Video: Must have internet speed at 1.0 Mbps.
  - Standard Quality Video: Must 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 support internet explorer.

### Flowchart for the Meeting Attendance via e-Meeting

