

Explanation of Registration Documents, Voting Criteria, Vote Counting Methods, and Procedures for
Submitting Opinions and Questions

1. **Registration**

Quidlab Company Limited will be the facilitator to provide E-AGM system for the 2025 Annual General Meeting of Shareholders of Ubon Bio Ethanol Public Company Limited (the "Company"). The process of shareholder and proxy holder can register and submit the documents or evidences for confirmation to attend the Meeting as the description on topic "Guidelines for registration for attending the 2025 Annual General Meeting of Shareholders via Electronic Means (E-AGM)", appeared in this document.

2. **Documents for Registration**

1) **Individual Shareholder:**

1.1) **Thai citizen**

(a) In the case of attendance in person: registration form and a valid identification document of the shareholder such as identification card, driving license, civil servant identification card or state-owned enterprise employee identification card.

(b) In the case of attendance by proxy: registration form, a certified true and correct copy of the shareholder's identification document, proxy holder's identification document or passport (in case of foreigner), and a completed Proxy Form attached to the invitation to the meeting which is duly signed by the shareholder (proxy grantor) and the proxy.

1.2) **Non-Thai citizen**

(a) In the case of attendance in person: registration form and passport of the shareholder.

(b) In the case of attendance by proxy: registration form, a certified true and correct copy of the shareholder's passport, proxy holder's identification document or passport (in case of foreigner), and a completed Proxy Form attached to the invitation to the meeting which is duly signed by the shareholder (proxy grantor) and the proxy.

2) **Juristic Entity Shareholder:**

2.1) **Juristic entity registered in Thailand**

- (a) Registration form and company affidavit issued by Department of Business Development, Ministry of Commerce within 180 days together with identification card or passport (in case of foreigner) of the authorized director attending in person;
- (b) In the case of attendance by proxy:
 - Registration form;
 - Certified true and correct copy of Company Affidavit issued by Department of Business Development, Ministry of Commerce within 180 days by the authorized director(s) together with the Company's seal affixed (if any);
 - Identification card or passport (in case of foreigner) certified true and correct copy by the authorized director who signs on the Proxy Form;
 - Identification card or passport (in case of foreigner) of the proxy; and
 - A completed Proxy Form attached to the invitation to the meeting which is duly signed by the shareholder (proxy grantor) and the proxy.

2.2) Juristic entity registered outside of Thailand

- (a) Registration form and company affidavit issued by the relevant authority within 1 year showing details of the authorized signatories together with identification card or passport (in case of foreigner) of the authorized director attending in person;
- (b) In the case of attendance by proxy:
 - Registration form;
 - Certified true and correct copy of Company Affidavit issued by the relevant authority within 1 year showing details of the authorized signatories by the authorized director(s) together with the Company's seal affixed (if any);
 - Identification card or passport (in case of foreigner) certified true and correct copy by the authorized director who signs on the Proxy Form together with identification card or passport (in case of foreigner) of the proxy; and
 - A completed Proxy Form attached to the invitation to the meeting which is duly signed by the shareholder (proxy grantor) and the proxy.

All photocopies must be certified as true and correct copies and in the case of documents produced or executed outside of Thailand, such documents should be notarized by a notary public.

3) Proxy

The Company provided 3 types of proxy form which are form A, form B, and form C to shareholders for using in accordance with the Notification of Department of Business Development regarding the proxy forms (No.5) B.E. 2550 (2007) as follows:

- Proxy Form A: General proxy form (it can be used for all shareholders in any cases)
- Proxy Form B: Proxy form which the details of proxy are specified in each agenda (it can be used for all shareholders in any cases)
- Proxy Form C: Proxy form to be used by shareholder who is a foreign investor and appoint the Custodian in Thailand to act as the securities depository agent.

The shareholder who is not able to attend the meeting may appoint a person as your proxy by proceeding follows:

- 1) Complete only one of the proxy forms;
- 2) Authorize a person or an Independent Director (**Attachment No. 8**) to attend and vote at the Meeting on your behalf by specifying the name with details of a person to be your Proxy by choosing only one person to be the proxy to attend the meeting;
- 3) Affix the Baht 20 stamp duty with specifying the date of Proxy Form across such stamp duty.

Allocation of shares to several proxies to vote in the Meeting is not allowed. The Shareholder shall authorize the Proxy to cast the votes by all the shares held by it. Authorization of less than the total number of shares is not allowed except for the Custodian appointed by the Foreign Investor in accordance with Proxy Form C.

3. In counting of votes, resolutions shall be passed by votes as follows:

Agenda 2 to Agenda 5 and Agenda 7 requires the approval of the meeting by a majority vote of the shareholders attending and casting the votes at the meeting.

Except for **Agenda 1**, which is for the consideration and acknowledgment of the report on the company's business operation results and therefore does not require voting, and **Agenda 6**, which is for the consideration and approval of the Board of Directors' and Sub-committees' remuneration and requires approval by not less than two-thirds of the total votes of shareholders attending the meeting

Agenda 5, which is for the consideration and approval of the election of directors to replace those retiring by rotation, in accordance with the criteria set out in Article 14 of the Company's Articles of Association, as follows

- (1) Each shareholder shall have a number of votes equal to one share(s) one vote(s).
- (2) Each shareholder may elect the director individually.
- (3) The persons who receive the highest majority votes in descending order shall be appointed as directors in the amount of the directors required or as to be elected in such the Meeting. Where the votes cast for candidates in descending order are tied, which would otherwise cause the number of directors to be exceeded, the chairperson shall have a casting vote.