



**Documents or Evidence and Procedures for Participation in the Meeting via Electronic Media
and Proxy Authorization**

In order to ensure transparency, fairness, and benefits to shareholders, the Company has set guidelines to verify documents or evidence confirming shareholder status or that of a proxy who is eligible to attend the meeting. Shareholders are requested to adhere to the guidelines provided. The Company reserves the right to relax the requirement for submitting such documents or evidence based on its discretion.

Registration for Meeting Participation

Shareholders or proxies wishing to attend the meeting through electronic media can authenticate their identity for participation starting from April 10, 2025, until the meeting concludes.

The Company will begin accepting registration for the meeting on April 22, 2025, from 13:00 onward, until the meeting commences at 14:00, only via electronic media (e-AGM).

Documents to be Presented Before Participation in the Meeting

1. For Individual Shareholders:

1.1 Thai Shareholders:

- (a) A valid Thai ID card, government official ID, state-owned enterprise employee ID, or a valid driving license of the shareholder. If there is a change in name and/or surname, supporting documents must be provided.
- (b) In case of proxy, a copy of the document mentioned in (a) for the shareholder, and a copy of the ID card or passport (if foreign) of the proxy.

1.2 Foreign Shareholders:

- (a) A valid passport of the shareholder.
- (b) In case of proxy, a copy of the passport of the shareholder, and a copy of the ID card or passport (if foreign) of the proxy.

2. For Legal Entities:

2.1 Thai-registered Legal Entities:

- (a) A copy of the legal entity's certificate issued within 6 months by the Department of Business Development, Ministry of Commerce.
- (b) A copy of the ID card or passport (if foreign) of the authorized signatory signing the proxy letter, along with a copy of the ID card or passport (if foreign) of the proxy.

2.2 Foreign-registered Legal Entities:

- (a) A certificate of the legal entity.



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- (b) A copy of the ID card or passport (if foreign) of the authorized signatory signing the proxy letter, along with a copy of the ID card or passport (if foreign) of the proxy.

For all document copies, they must be certified true copies. If the documents are from abroad, notarization of the signature is required.

How to Grant a Proxy

The Company has provided proxy forms (Form A, Form B, and Form C) as specified by the Department of Business Development, Ministry of Commerce. Shareholders who cannot attend the meeting in person may appoint a proxy as follows:

1. Grant the proxy to a designated individual according to the shareholder's preference or choose to appoint one of the Company's independent directors. The shareholder should indicate the name and details of the person or select one of the independent directors listed by the Company in the proxy form.
2. Affix a stamp duty of 20 Baht and date the proxy document to make it valid and legally binding. The Company will facilitate the affixing of the stamp duty for proxies who register to attend the meeting.
3. Send the original proxy form and supporting documents by mail to the Company's address:

Company Secretary Department

99/19 Moo 4, Kanchanawithi Road, Bangkok, Muang Surat Thani, Surat Thani 84000 Thailand

The documents must be submitted no later than April 10, 2025, or at least one hour before the start of the meeting to allow the Company's staff to verify the documents before the meeting starts.

A shareholder cannot divide the number of shares to grant proxies to multiple people to split the voting rights.

Shareholders who wish to receive the proxy form in paper format can contact the Company's secretary at the address above or via phone: 077-947300 Ext. 7, or [email: CS@pce-th.com](mailto:CS@pce-th.com).

Voting Criteria

- **General Agenda:**

1. Voting for each agenda item will be conducted openly, with one vote per share. Shareholders or proxies must vote in one of the following ways: approve, disapprove, or abstain. Voting cannot be split (except for Custodians).
2. In case of proxy:
 - 2.1 The proxy must vote according to the instructions specified in the proxy letter. If the vote is not in line with the instructions, it will be considered invalid and will not count.
 - 2.2 If the proxy letter does not specify voting instructions or if the instructions are unclear, or if the meeting addresses matters not mentioned in the proxy letter, the proxy has the right to vote as they see fit.

- **Agenda for Election of Directors:**

The Company opened the opportunity for shareholders to propose candidates for director election via the Company's website from December 2, 2024, to January 31, 2025. However, no shareholder proposed a candidate for director. For the election of directors, shareholders or proxies may vote for each nominee individually and cannot split their votes. In the case of a tie between candidates, the Chairman of the meeting will cast the deciding vote to determine the final number of elected directors.

voting Procedure for Each Agenda Item

The Chairman of the meeting will explain the voting procedure. The procedure is as follows:

The Chairman will propose each agenda item to the meeting for a vote and ask whether any shareholder disagrees or wishes to abstain.

1. Shareholders may vote via the E-Meeting AGM system by selecting "Approve," "Disapprove," or "Abstain." If no option is selected, it will be considered as "Approve." Votes of disapproval or abstention will be deducted from the total votes of shareholders attending and entitled to vote.
2. If any shareholder logs out of the system during the meeting, their votes for that agenda item will be excluded from the calculation, as per the Digital Economy and Society Ministry's standards for electronic meetings. However, shareholders can log back in anytime until the meeting concludes. In the case of a delayed entry into the E-Meeting AGM system, shareholders or proxies can register and attend but may only vote on remaining agenda items.

Voting procedures for each agenda

The chairman of the meeting will explain the voting method in detail to the meeting, with the following guidelines:

1. The chairman of the meeting will propose that shareholders consider voting on each agenda item, and will ask the meeting if any shareholders disagree or abstain from voting.
2. Shareholders can vote on each agenda item via the E-Meeting AGM system by "approving", "disapproving" or "abstaining". If any shareholder does not click to select any opinion in each agenda, it is considered that the shareholder intends to vote "agree" in that agenda. The votes of disapproval and abstention will be deducted from the total number of votes of shareholders attending the meeting and having the right to vote.
3. If any shareholder logs out of the system during the meeting, the system will deduct the shareholder's votes for that agenda from the calculation base. To comply with the announcement of the Ministry of Digital Economy and Society on the Security Standards for Electronic Meetings B.E. 2563. However, shareholders can log in to the system to participate in the meeting at any time until the meeting is closed. The resolution of the meeting shall be based on a majority vote of the shareholders attending the meeting and having the right to vote, except for agendas that require approval by a vote of not less than two-thirds of the number of votes of the shareholders attending the meeting and having the right to vote. Vote: Since the voting is done via online E-Meeting AGM, there will be no cases of invalid ballots, except for votes on the proxy forms sent to the Company in advance in the following manner, which will be considered invalid ballots.



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- (1) A vote in which more than one box is marked, except in the case of a Custodian.
- (2) A vote in which conflicting votes are cast, except in the case of a Custodian.

4. In the event that a shareholder or proxy attends the meeting via the E-Meeting AGM system later than the specified time, the shareholder or proxy can register and attend the meeting but will have the right to vote only on the remaining agenda items.

Resolution of Shareholder Meeting

- For normal cases, the resolution will be based on the majority vote of the shareholders attending and entitled to vote.
- For specific cases requiring a different resolution as per the law or Company's regulations, the resolution will be based on the legal or regulatory requirement. The Chairman will inform shareholders before voting on such items.
 - 1. In case of a tie vote, the Chairman will cast one additional vote as the deciding vote.
 - 2. Shareholders with a special interest in a resolution may not vote on that matter, except in the case of electing directors. The Chairman may ask such shareholders or proxies to leave the meeting temporarily.
 - 3. A secret ballot may be requested by at least five shareholders and approved by the meeting, with the Chairman determining the secret ballot procedure.

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Acknowledgment form for attending the meeting via electronic media

Petchsriwichai Enterprise Public Company Limited

- (1) ข้าพเจ้า _____ สัญชาติ _____
 I/We _____ Nationality
 อยู่บ้านเลขที่ _____
 Address _____
- (2) เป็นผู้ถือหุ้นของบริษัท เพชรศรีวิชัย เอ็นเตอร์ไพรส์ จำกัด (มหาชน)
 Being a shareholder of Petchsriwichai Enterprise Public Company Limited
 โดยถือหุ้นจำนวนทั้งสิ้นรวม _____ หุ้น
 Holding the total amount of _____ shares

ประสงค์จะเข้าร่วมประชุมและลงคะแนนผ่านสื่ออิเล็กทรอนิกส์ (E-AGM) สำหรับการประชุมสามัญผู้ถือหุ้น
 ประจำปี 2568 โดยต้องการเข้าร่วมประชุม

Wish to attend and vote through electronic means (E-AGM) for the 2025 Annual General Meeting of Shareholders with the intention
 of attending the meeting.

☐ เข้าร่วมประชุมด้วยตัวเอง

Attend the meeting by yourself

☐ มอบฉันทะให้ (นาย/นาง/นางสาว) _____

Attend the meeting by yourself _____

หมายเลขบัตรประชาชน _____ ได้เข้าร่วมประชุมดังกล่าวข้างต้น

ID card number _____ Attend the above meeting

- (3) ข้อมูลในการจัดส่งวิธีการเข้าร่วมประชุม
 Delivery information, method of meeting attendance
 อีเมล _____ (โปรดระบุ)
 E-mail _____ (Please specify)
 เบอร์โทร _____ (โปรดระบุ)
 Phone Number _____ (Please specify)

- (4) จัดส่งเอกสารเพื่อยืนยันตัวตน วิธีการเข้าร่วมประชุม ภายในวันที่ 10 เมษายน 2568

Send documents for identity verification according, methods for attending the meeting by 10 April 2025

- (5) เมื่อท่านได้รับการยืนยันตัวตนแล้ว บริษัทฯ จะจัดส่งลิงค์การเข้าร่วมประชุมและวิธีการเข้าร่วมประชุมไปยังอีเมลที่ท่าน
 ได้รับ

Once your identity has been verified, the company will send a link to attend the meeting and the method of meeting attendance to the email
 you specified.

- (6) ในวันประชุมผู้ถือหุ้นจะต้องเตรียม เลขบัญชีผู้ถือหุ้น และเลขบัตรประชาชนไว้ สำหรับการเข้าร่วมประชุมผ่านสื่อ
 อิเล็กทรอนิกส์

On the day of Annual Ordinary General Meeting, prepare shareholder account number and the ID card number for attending the meeting via
 electronic media

หากท่านไม่สามารถเข้าร่วมประชุมผ่านสื่ออิเล็กทรอนิกส์ และประสงค์เข้าร่วมประชุมและออกเสียงลงคะแนนในการประชุมครั้งนี้ โปรดกรอก
 รายละเอียดและลงนามในหนังสือมอบฉันทะ ปรากฏตามสิ่งที่ส่งมาด้วย และปิดอากรแสตมป์จำนวน 20 บาท พร้อมกับนำหนังสือมอบฉันทะเอกสารหรือหลักฐาน
 เพื่อแสดงตน และเอกสารประกอบในการเข้าร่วมประชุม โดยส่งให้แก่เจ้าหน้าที่ลงทะเบียนก่อนวันที่กำหนด และในกรณีที่ท่านประสงค์จะมอบฉันทะให้กรรมการ
 อีกรายเป็นผู้เข้าร่วมประชุมแทน โปรดกรอกรายละเอียดและลงนามในหนังสือมอบฉันทะ ที่ส่งมาด้วย โดยท่านสามารถส่งหนังสือมอบฉันทะพร้อมเอกสาร
 ประกอบเพื่อแสดงตนมายังบริษัท ภายในวันที่ 10 เมษายน 2568

If you are unable to attend the meeting via electronic media and wish to attend and vote in this meeting. Please complete and sign the proxy form. It
 appears as in the enclosure and affixed 20-baht stamp duty together with the proxy form, documents or evidence for identification and supporting documents for
 attending the meeting, sent to the registration officer before the specified date. And in the event that you wish to appoint an independent director to attend the
 meeting instead Please complete and sign the proxy form provided. You can send the proxy form together with supporting documents for identification to the
 company by 10 April 2025.

Explanation and Guidelines for Attending the Shareholders' Meeting via Electronic Media (E-Meeting)

Shareholders or proxies who wish to attend the meeting must send the identity verification documents as specified to the Company no later than April 10, 2025 or through the website no later than April 10, 2025. When the Company has verified the information according to the list of shareholders according to the information in the closing of the shareholders' register book, the list of shareholders with the right to attend the meeting is correct and complete. The E-Meeting service provider will send a link for joining the meeting and a user manual to the email you have sent to the company. The link will be sent 1-2 days before the meeting date.

Notification of Request to Attend the Meeting via Electronic Media

Shareholders who wish to attend the meeting electronically You must notify your intention to attend the meeting in the follow:

1. Notification of your intention to attend the meeting by sending an acknowledgment to attend the meeting by email.
2. Notification of your intention to attend the meeting by sending an acknowledgment of attendance by mail.
3. Notification of your intention to attend the meeting through the website <https://www.affinityrelation.com/service/>



By selecting the Annual General Meeting of Shareholders of Petchsrivichai Enterprise Public Company Limited and registering and attaching files according to the procedures in the system.

In case of notification of intention to attend the meeting via electronic media by sending information by email or post.

1. Please fill in the electronic receipt form by clearly stating your email address and mobile phone number. For registration
2. Attach proof of identity to confirm your right to attend the E-Meeting.
 - 2.1. layman
 - 2.1.1. In case the shareholders wish to attend the meeting in person via electronic media.
 - 2.1.1.1. A copy of a valid government-issued identification document such as an ID card or government employee ID card, driver's license, or passport. In case of a change in name – surname, please attach the following documents:
 - 2.1.2. In case the shareholders appoint proxies to others to attend the meeting on their behalf, through electronic media.
 - 2.1.2.1. The proxy letter according to the form attached to the invitation to the meeting. Fill in the text correctly and completely, with the signatures of the proxy and the proxy recipient, and attach the stamp duty completely.
 - 2.1.2.2. Copy of the proxy's identity document. Government-issued cards that have not expired, such as ID cards or government employee ID cards, driver's licenses, or passports. In case of a change in name or surname, please attach the document. Sign and certify the correct copy of the proxy.
 - 2.1.2.3. Copy of proxy identity document. Government-issued cards that have not expired, such as ID cards or government employee ID cards, driver's licenses, or passports. In case of a change in name – surname, please attach the document consisting of signature and certified true copy of the proxy.
 - 2.2. legal entity
 - 2.2.1. In case the person authorized to sign on behalf of the juristic person (director) wishes to attend the meeting in person via electronic media.
 - 2.2.1.1. A copy of the certificate of registration of the juristic person of the shareholders shall be issued no later than 1 year before the date of the shareholders' meeting, which is certified by the representative of the juristic person (director) who is authorized to sign on behalf of the juristic person.



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- 2.2.1.2. A copy of the identity document of the representative of the juristic person (director) issued by the government that is not expired, such as an ID card or government employee ID card, driver's license or passport. In case of a change in name – surname, please attach the document consisting of a signature and certified true copy.
- 2.2.2. In case of proxy assignment to the proxy Attend the meeting on behalf of the public via electronic media.
- 2.2.2.1. The proxy letter according to the form attached to the invitation to the meeting Fill in the text correctly and completely, and sign the proxies and proxies. And the registration is complete.
- 2.2.2.2. A copy of the certificate of registration of the juristic person of the shareholders shall be issued no later than 1 year before the date of the shareholders' meeting, which is certified by the representative of the juristic person (director) who is authorized to sign on behalf of the juristic person.
- 2.2.2.3. A copy of the identity document of the representative of the juristic person (director) issued by the government that is not expired, such as an ID card or government employee ID card, driver's license or passport. In case of a change in name – surname, please attach the document consisting of a signature and certified true copy.
- 2.2.2.4. Copy of the proxy's identity document The same is true for individuals as mentioned above.
- Note:** In case the documents or evidence mentioned above are not in Thai or English versions. The shareholder must present an English translation document signed by the shareholder or by the authorized signatory to bind the juristic person (in the case of a juristic person).
3. Register or send documents of intent to attend the meeting via electronic media and proof of identity with supporting documents by April 10, 2025 through all channels. as follows:
- E-mail Channel: CS@pce-th.com
 - Postal Channel: Investor Relations Department, Petchsrivichai Enterprise Public Company Limited, No. 99/19, Moo 4, Kanchanavithi Road, Bangkok, Mueang Surat Thani, Surat Thani 84000 Tel. 077947300 Ext. 7
 - Website channel <https://www.affinityrelation.com/service/>
 - In case the participants have problems using the system. For AFF E meeting, please contact Infinity Relations Co., Ltd. (Tel. 099-2653563 or 087-6965439 or 061-7641234)

Registration process to attend meetings with the AFF E Meeting system

1. Register to participate in the meeting via the link sent by the company or go to the website to register or via the QR Code below.

Website

<https://www.affinityrelation.com/service/>


QR Code



2. Select the Annual General Meeting of Shareholders or the Extraordinary General Meeting of Shareholders of the Company to which you will attend the meeting.
3. Complete the registration according to the information on the website and attach a copy of the shareholder's ID card.
4. For registration in the case of proxy You must attach the documents in the proxy form and a copy of the ID card of the proxy and the proxy into the system so that the officer can verify your documents.
5. After the company received the registration information and verified the details and confirmed the rights to the list of shareholders. The Company will send a link to the email address specified in the registration information.
6. When the meeting deadline comes. Log in to the system using the shareholder's account number (securities holder's registration number) and reference number (shareholder's ID card number).
7. Attendance at the meeting will be counted as a quorum only if the shareholders have clicked on the link and logged in to the meeting system on the opening day of the meeting (regardless of whether you will attend the meeting via Join Zoom meeting or not).

Attendance via electronic media AFF E-Meeting via Zoom Meeting system

1. When the shareholders or proxies have completed the registration to notify their intention to attend the Extraordinary General Meeting of Shareholders. After the Company has received the documents and verified all the information, the meeting organizer on behalf of Affinity Relations Co., Ltd. will send you an e-mail which will be a link to attend the meeting to you via the email address specified by the shareholders in the registration documents. 2 days before the meeting date Please refer to the manual on how to use the electronic meeting mode in detail. In case you have not received the e-mail by April 10, 2025, you must contact the Company immediately through the channels previously notified.
2. Attendance and voting via electronic media It can be used on all devices such as computers, notebooks, tablets, and mobile phones via Web Browser: Chrome.
3. If you want to have a stable view of the meeting, It is recommended that you use 4G or basic home internet or via wifi.
4. Due to the meeting being held through the company's AFF E-Meeting system. Affinity Relations Co., Ltd. is a meeting that is integrated with the Zoom Meeting program. Zoom or have not yet installed Zoom on any device, you can download and install it from below.

iOS System	Android System
	
https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307	https://play.google.com/store/apps/details?id=us.zoom.videomeetings

5. The system will be open to attend the meeting 1 hour or 60 minutes before the start of the meeting.
6. Attendee login requires information. Shareholders' account (shareholder registration number) and reference number (ID card number of shareholders) and shareholders must attend the meeting by logging in via the link sent to you via the email address you have registered. The link cannot be passed on to other shareholders. You can log in with another account.
7. Voting through the AFF E meeting system, you can vote for each agenda item by voting "yes", "disagree" or "abstain" only. If you do not vote on any agenda, the system will immediately assume that you have voted in favor (using the method of counting votes in favor of the vote).

In case the attendees have problems using the meeting system or have problems with the registration part of the system.

For AFF E-Meeting , please contact Affinity Relations Co., Ltd. (Tel: 099-2653563 or 087-6965439 or 061-7641234).

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