

Guideline for Attending Electronic Meeting (E-AGM), Registration Documents to be Presented Prior to Attending Shareholders’ Meeting, Proxy Clarification and the Explanation of Voting and Vote Counting


Shareholders or proxies who wish to attend the meeting must submit documents proving their identity as specified to the Company. The Company shall verify the list of shareholders according to the closing information of the shareholders' register book who have the right to attend the meeting wholly and correctly. After that, the electronic conferencing service provider will send a Link to attend the meeting and the user manual to the Email you have sent to inform the Company. The Link will be sent one day in advance of the meeting date.

\*\*\* This E-AGM meeting will be an electronic meeting only and will not be held in a conventional meeting venue; therefore, shareholders are requested not to come to the Company. \*\*\*

Requesting to attend the meeting via electronic media

Shareholders wishing to attend the meeting via electronic media must notify their intention to attend the meeting as follows:

1. Submit your request to attend the meeting by sending information via website or QR Code.

Scan QR Code	Link
	<a href="https://xbio.thekoble.com/agm/emeeting/index/1">https://xbio.thekoble.com/agm/emeeting/index/1</a>

Remark: The system for receiving the request to attend the meeting will be open for operation from 16 April to 30 April 2026 date or until the meeting is completed. (The system does not accept information on Saturdays, Sundays, and public holidays.)

1. Fill in the information of shareholders:
  1. Securities holder account number;
  2. Name (do not include a title)
  3. Last Name
  4. ID card number;
  5. Choose to accept the terms and consent to access to personal information;

6. Press "Confirm"
2. Check the name of the shareholder and the number of shares. If correct, please fill in shareholder information.
  1. Name - Surname (English);
  2. Email to receive a link to attend the meeting;
  3. Mobile phone number;  
Self-Attending: Shareholder's mobile number.  
Proxy: Proxy's mobile number. (Used to log in system).
4. Select the attendance type:
  - i. Attend the meeting in person via E-AGM;
  - ii. Authorize the natural persons to attend the meeting via E-AGM;
  - iii. Assign a proxy to an independent director;
5. Press "Next"

**In the case of shareholders attending the meeting in person:**

Prepared shareholders' identification documents

1. Attach a copy of the shareholder's identity document;
2. Attach a copy of other identity documents;
3. Press "Next";
4. The system will display a message "Information received successfully," check the name, surname, and number of shares again;
5. Close window to finish;

**In the case of appointing the natural person to attend the meeting via E-AGM:**

Prepared shareholders' identification documents

1. Attach a copy of the shareholder's identity document;
2. Attach a copy of other identity documents;
3. Press "Next";
4. Save the proxy's information and attach supporting documents:
  - a. Name-surname of the proxy (Thai language);
  - b. Name-surname of the proxy (English);
  - c. Attach a copy of the proxy's identity document;
  - d. Attach the proxy form with complete information and signature;

5. Press "Next";
6. The system will display a message "Information received successfully," check the name, surname, and number of shares again;
7. Close window to finish;

**In the case of appointing a proxy to an independent director:**

1. Attach a copy of the shareholder's identity document (Like in the case of shareholders attending the meeting in person);
2. Attach the completed and signed proxy form;
3. Press "Next";
4. The system will display a message "Information received successfully," check the name, surname, and number of shares again;
5. Close window to finish

2. **Attach a copy of proof of identity to confirm the right to attend the E-AGM meeting.**

**Documents Required to be Presented to Attend the Meeting**

Shareholders who are natural persons:

- **If a shareholder wishes to attend the meeting in person via E-Meeting:**
  - Attach a copy of a valid government-issued identification document such as an ID card, government ID card, driver's license, or passport. In case of name-surname changes, shareholders are requested to attach supporting evidence and signed certifying the true copy.
- **If a shareholder appoints another person to attend the meeting on his/her behalf via E-Meeting:**
  - The Proxy Form C (attached with the invitation letter) is filled in all information signed by the proxy grantor and the proxy correctly and entirely together with duty stamp affixed;

- A copy of the proxy grantor's identity document, such as an ID card, a government official ID card, passport (In the case of foreigners) that has not expired and signed certifying the true copy of the proxy.
- A copy of the proxy's identity document, such as an ID card, a government official an ID card, passport (In the case of foreigners) that have not expired and signed certifying the true copy of the proxy.

**1.1 Shareholders who are juristic persons:**

- **If the person authorized to sign on behalf of the juristic person (director) wishes to attend the meeting in person via electronic media (E-Meeting)**
  - A copy of the shareholder's juristic person registration certificate issued no later than one year before the date of the shareholders' meeting, which is duly certified by the juristic person representative (director) authorized to sign on behalf of the juristic person.
  - A copy of the identity document of the representative of the juristic person (director), such as an ID card, a government official ID card, passport (In the case of foreigners) that has not expired and signed to certify the true copy.
- **If the proxy is assigned to attend the meeting instead via electronic media (E-Meeting)**
  - The Proxy Form C (attached with the invitation letter) is filled in all information signed by the proxy grantor and the proxy correctly and entirely together with duty stamp affixed;
  - A copy of the shareholder's juristic person registration certificate issued no later than one year before the date of the shareholders' meeting, which is duly certified by the juristic person representative (director) authorized to sign on behalf of the juristic person.
  - A copy of the identity document of the representative of the juristic person (director), such as an ID card, a government official ID card, passport (In the case of foreigners) that has not expired and signed to certify the true copy.

- Copy of the identity document of the proxy as in the case of natural persons as mentioned above.

Suppose the documents or evidence mentioned above are not Thai or English versions. In that case, the shareholders must present an English translation of the document signed to certify the translation by the shareholder or by an authorized signatory to bind that juristic person (in the case of a juristic person).

- **In the case of a shareholder who is a foreign investor and appoints a custodian in Thailand to be a stock depository and keeper:**

Please submit the following information:

1. The Proxy Form C (attached with the invitation letter) is filled in all information signed by the proxy grantor and the proxy correctly and entirely together with a 20-baht duty stamp affixed;
2. Custodian juristic person registration certificate (Custodian) with a signature certifying true copy by the authorized signatory on behalf of the juristic person of the Custodian or the attorney with the corporate seal (if any).
3. A power of attorney from the shareholders for the Custodian to be authorized to sign the proxy form;
4. A letter confirming that the person signing the proxy form is authorized to operate a custodian business;
5. Copy of ID card, or a copy of government official ID card, or copy of passport (In the case of foreigners) of the proxy with certified the true copy;

### **3. Suppose any shareholders cannot attend the E-AGM meeting in person**

You may appoint any person or any one of the Company's independent directors, whose names and details are set out in Enclosure 7, to attend the meeting and vote on your behalf in accordance with your instructions. You may use Proxy Form B for general shareholders, or Proxy Form C in the case of foreign investors who appoint a custodian in Thailand to hold and safeguard their shares, as detailed in Enclosure 8.

Please submit the proxy form together with the required identification documents to the Company by April 29, 2026, through the following channels:



- Email: investor@xbio.co.th
- By post: X Bioscience Public Company Limited (Company Secretary Department)  
No. 304, Vanit Place Aree Building, Building A, Room No. 1803, 18th Floor  
Phaholyothin Road, Samsen Nai, Phaya Thai, Bangkok 10400

Note: If shareholders specify their voting instructions for each agenda item, the independent director will vote in accordance with the instructions indicated in the proxy form. For each agenda item, shareholders may vote either “approve,” “disapprove,” or “abstain” only, and cannot split their votes, except in the case of a custodian.

**Electronic Meeting Attendance (E-AGM):**

1. Once the shareholders or proxies wish to attend the meeting and have been fully verified, you will receive an Email from the meeting organizer, a link for attending the meeting, and a system’s user manual one day before the meeting date. Please study the manual on how to use the E-AGM meeting system in detail. If you haven't received the Email within 29 April 2026, please get in touch with the Company immediately.
2. Please prepare the following information for logging in the meeting  
Self-Attending: Shareholder Account Number (10 digits Number) and ID Card.  
Proxy: Proxy ID Card and Proxy’s Mobile Number.
3. Meeting attendance and voting via electronic media can be used with computers/notebooks/tablets and mobile phones via Web Browser: Chrome with 4G internet speed or home internet basic.

Note: In case of meeting via tablet and mobile phone, Zoom Cloud Meeting program must be installed before attending the meeting, which can be downloaded as follows:

IOS system	Android system
	
<a href="https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307">https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307</a>	<a href="https://play.google.com/store/apps/details?id=us.zoom.videomeetings">https://play.google.com/store/apps/details?id=us.zoom.videomeetings</a>

4. The system will open for meetings 60 minutes before the start of the meeting. However, the live broadcast will only start at the time of the meeting.
5. To log in, attendees must use the information of the shareholder registration number and the shareholder's ID card number.
6. Voting through the E-Voting system, you will be able to vote for each agenda only by voting for agreeing, disagreeing, or abstaining. In case of not voting in any agenda, the system will be deemed to vote as agree immediately (using the vote-counting method by pouring votes towards agreeing).
7. If attendees have any problems or problems in using the E-AGM system, you can contact OJ International Co., Ltd. at the phone number specified in the Email that sends you the system's user manual or Tel. 02-079-1811

Submitting advice or questions related to business, industry, Company performance, or related to any agenda which will be considered at the E-AGM meeting:

If shareholders wish to submit suggestions or questions, they can be done in two ways as follows:

1. Send advice or questions **in advance** to the Company before the meeting date through the following channels:

- Email: investor@xbio.co.th
- By post: X Bioscience Public Company Limited (Company Secretary Department)  
No. 304, Vanit Place Aree Building, Building A, Room No. 1803, 18th Floor  
Phaholyothin Road, Samsen Nai, Phaya Thai, Bangkok 10400

Submit advice or questions **during the meeting** to those attending the E-AGM meeting. The attendee must specify his/her first and last name and state whether his/her is a shareholder attending the meeting himself/herself or a proxy. Before every suggestion or question is submitted, the Company has opened channels for sending advice and questions during the meeting as follows:

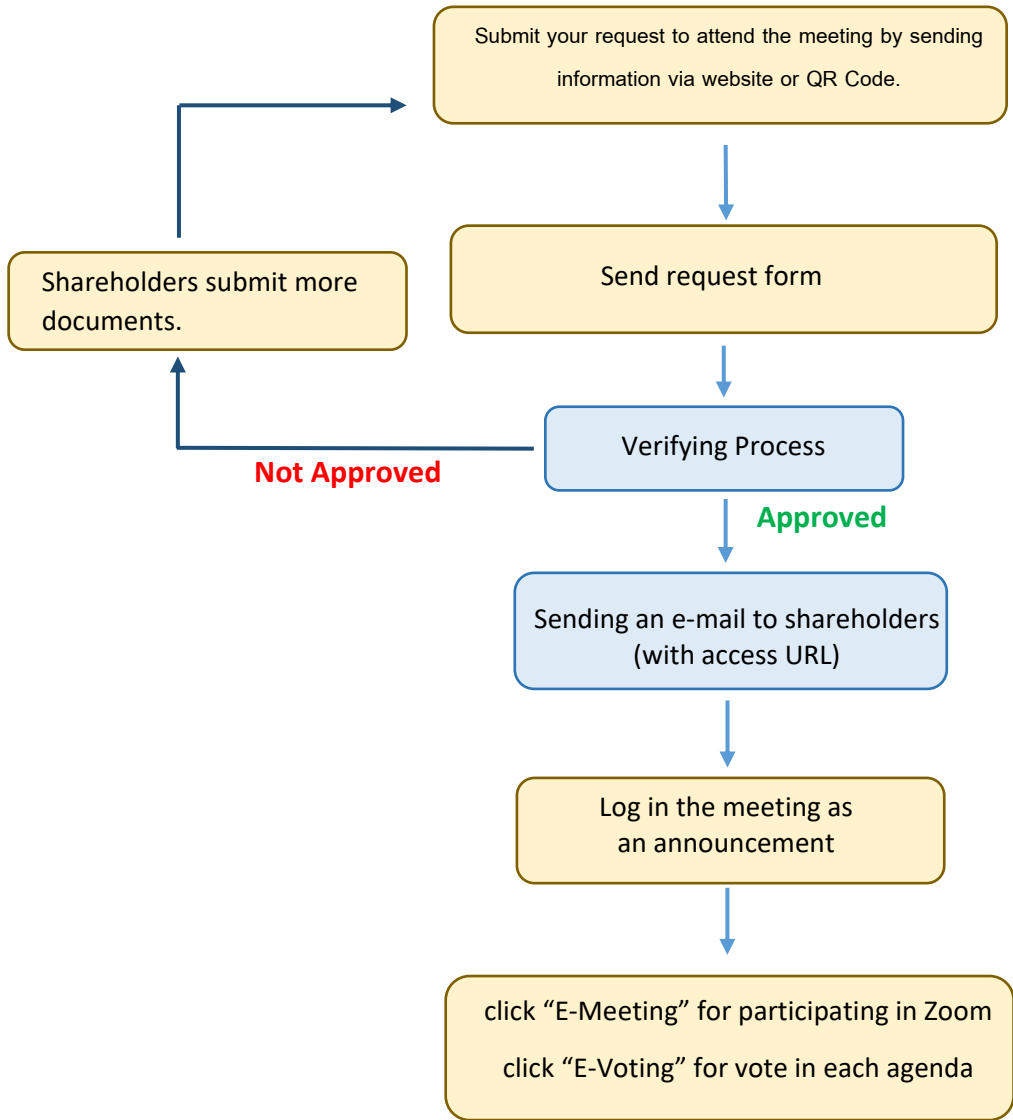
- Q&A Chat channel for text messages

**In this regard, if shareholders have questions about the meeting, they can contact the following staff:**

1. Regarding submitting documents confirming identity to attend the shareholders' meeting via E-Meeting, please contact the Company Secretary for further information via the Company's contact channels as detailed above.
2. Regarding the process of attending the meeting and voting via E-Meeting, in the case of correct and complete identity verification, please contact OJ International Co., Ltd. at the phone number specified in the Email that sends you the system's user manual or Tel. 02-079-1811

### E-AGM Flowchart

Shareholders wishing to attend the meeting via electronic media must notify their intention to attend the meeting as follows:



Remark:

Suppose any shareholders cannot attend the E-AGM meeting in person

you may grant your proxy to either a person or an independent director of the Company, and attach a copy of proof of identity to confirm the right to attend the E-AGM meeting, through the following channels: E-mail or Postal channels.

Please thoroughly read such User Manual e-Shareholder Meeting System as follows:

- Manual for Expressing Intent to Attend Meetings via the E-Request system



- User Manual

(Registration to attend Annual General Meetings and use of the electronic Meeting system (E-AGM))



### Authorization of Proxy

The Department of Business Development, Ministry of Commerce has specified 3 Proxy Forms pursuant to the Notification of the Department of Business Development regarding Prescription of Proxy Letter Forms (No. 5) B.E. 2550 is as follows:

- Form A is a general proxy form that is simple and not complicated.
- Form B is a proxy that clearly specifies the items for which a proxy is granted.
- Form C is a form used only in the case of a shareholder being a foreign person and has appointed a custodian in Thailand to act as a depositary and administrator of shares.

The Company provides Proxy Form A, Form Band Form C as specified by the Department of Business Development, Ministry of Commerce as specified in Enclosure 8 or the shareholders may download them from [https:// www.xbio.co.th](https://www.xbio.co.th)

### Voting, Counting, and Announcement of the Vote

#### Voting Criteria

1. One share is entitled to 1 vote.
2. In casting votes in each agenda, the system will show 3 buttons of votes, which are approve, disapprove and abstain, whereby the Chairman will ask the meeting to case the votes, and the shareholders who wish to cast their votes must press only one button. In any event, the system will allow to change the vote until the casting period in each agenda is closed.

(1) In case the shareholders do not press any buttons until the end of casting period in each agenda, the Company will count your votes as approval.

(2) In case the shareholders have granted proxy and casted your votes in the Proxy Form, the Company will record your votes in advance.

#### Vote Counting

The Chairman will announce the voting result after the system has finished analyzing the voting results, whereby the announced votes will be divided into the numbers of the approval, disapproval and abstention votes and the percentage thereof. In any event, the shareholders will not be able to cast or change your votes if the system has closed the casting.