# Inventech Connect e-Meeting Guide

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 e-Request Submission

1. The Shareholders must submit a request to attend the meeting by Electronic Means via Web Browser at :

https://app.inventech.co.th/SCBX040468R/#/homepage or scan QR Code

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and follow the steps as follows:.



Choose a type of request to proceed the following 4 stepsStep 1Fill in the information as follows: information of shareholder and proxy

Click link URL or scan QR Code above for access e-Request system

- including verification documents.
- <u>Step 2</u> Fill in the information for verification
- \*\* To merge user accounts, please submit e-Request by using the same email and phone number \*\*
- Step 3 Verify via OTP
- <u>Step 4</u> Successful transaction. The system will display information of shareholder to confirm the accuracy of the information.

Please wait for an email for information of the meeting and Password for access

- 2. For Shareholders who would like to either attend the Meeting by themselves or appoint a proxy (individual / juristic person / the Company's nominated independent directors) to attend the meeting via the Electronic Means, please note that the e-Request system will be available from 26 March 2025 at 8:30 hours onwards until the end of the meeting. The shareholders are requested to submit the Proxy Form and accompanying documents to the Company Secretary via a business reply envelope provided by the Company or sending e-Mail to: company.secretary@scbx.com by 1 April 2025 at 17.00 hours.
- 3. The electronic conference system will be available on 4 April 2025 at 12:00 p.m. (2 hours before the opening of the meeting). Shareholders or proxyholders shall use the provided Username and Password and follow the steps as advised in the Inventech Connect e-Meeting Guide.

## Required Documents for Verification

## For the shareholder who is a natural person

- 1. <u>Attendance by shareholder</u>: A photocopy of a valid identification document, with a photo of identification owner, that is issued by a governmental authority, such as a national identification card, a government official ID card, a driving license, an international driving license, a foreigner identification card, or a passport. Such document must be certified as true and correct by such shareholder.
- 2. Attendance by proxy:
  - a Proxy Form B (the form which is attached to the Notice of the Annual General Meeting of Shareholders) that is completed and signed by the proxy grantor and the proxy, and affixed with Baht 20 duty stamp which must be crossed out and dated upon an appointment of the proxy;
  - (2) a photocopy of identification document of the proxy grantor (as referred to Clause 1) which is certified as true and correct by the proxy grantor; and
  - (3) a photocopy of identification document of the proxy (as referred to Clause 1)

# Registration (e-Registration) and voting Processes (e-Voting)

- 1. Fill in the email and password that you received from your email or requested OTP
- 2. Click on "Register" button, then the system will register and count the registered name as a quorum.
- 3. Click on "Attend the Meeting", then click on "Accept".
- 4. Select the agenda for voting
- 5. Click on "Vote" button on the selected agenda.
- 6. Cast the vote on the selected agenda.
- 7. The system will display the result of your latest vote



If the shareholders or proxies who join the meeting would like to cancel the latest vote, click "Cancel Vote" and it shall be deemed that such latest vote equals to "No Vote" or it will be assigned to the voting result that the Meeting determines on such agenda items. Vote could be changed at all times until the system is closed for voting.



# How to Use Inventech Connect



\* <u>Note</u>: the efficiency of the electronic conferencing system and Inventech Connect systems depends on the internet systems utilized by shareholders or proxyholders including equipment and/or programs that are installed in such equipment. To ensure the proper performance of the system, please follow the suggestions as follows:

- Internet speed should be at least 2.5 Mbps.
- Mobile phone / tablet with Android operating system must support Android 9.0 version and above, or iOS 14.8 version and above for iOS operating system.
- Computer/ notebook with Windows operating system, it should support Windows 10 and above or OS X 10.13 version and above for MAC users.
- Internet browsers can be either Chrome (which is recommended browser) or Safari / Microsoft Edge. Please note that
  \*\*the system does not support Internet Explorer\*\*

#### How to check the version of the operating systems

- For Android: select "Setting" or "More Setting"> About Phone > Software Information or Android Version
- For iOS: select "Setting" > General > About > Software Version

## For inquiries on system matters, please contact Inventech Call Center

