

Meetings of the Board of Directors and Sub-committees

The Company schedules meetings and establishes a standing agenda for the Board of Directors and sub-committees in advance each year.

Board of Directors' Meetings: The Company's policy is to hold meetings at least once per quarter, with no fewer than six meetings per year. Directors are encouraged to attend no less than 75% of all Board of Directors' meetings held during the year. The Company Secretary notifies the directors of the meeting schedule and agenda for the entire year in advance, typically towards the end of the preceding year, to allow directors to allocate their time and attend all meetings. Generally, Board of Directors' meetings are scheduled for Wednesdays in the second or third week of the month, with adjustments or additional meetings arranged as necessary.

The Chairman of the Board of Directors is responsible for convening Board of Directors' meetings, with meeting notices sent to directors at least seven days prior to the meeting via email or other methods as specified by each director to the Company Secretary. In cases where necessary information is not yet fully available or in urgent circumstances, alternative notification methods may be used, or the meeting may be scheduled earlier as appropriate.

Meetings of Sub-Committees: The policies for meeting arrangements, notices, and the distribution of meeting invitations and supporting documents in advance are in accordance with the charters of each sub-committee.

In 2025, the Company conducted meetings in various formats, including physical meetings, online meetings, and hybrid meetings, to facilitate directors' discussions on key corporate matters efficiently. Online meetings were conducted via Microsoft Teams Meeting. These meetings complied with the Public Limited Company Act B.E. 2535 (as amended), the Royal Decree on Teleconferences through Electronic Means, B.E. 2563 (2020), as well as relevant notifications from the Department of Business Development concerning electronic transactions related to public companies and other applicable regulations.

Additionally, the Company distributed meeting invitations specifying the agenda, along with supporting documents for the Board of Directors and sub-committee meetings, via electronic mail (E-Mail). These documents were also stored in a software tools system with confidentiality and security measures to control access. Only directors appointed to each respective committee were granted access to the relevant documents. This approach enhances the efficiency and timeliness of the Board of Directors and sub-committee operations, facilitates seamless access to information, reduces procedural steps and processing time, and significantly minimizes paper usage throughout the year.

The key standing agenda items to be presented at the Board of Directors' meetings each year are as follows:

Month	Standing Agenda
January	<ol style="list-style-type: none"> 1) To acknowledge the performance results for the previous year and evaluate the Company's performance (Corporate KPIs). 2) To evaluate the performance for the year ended and set the annual KPIs for the top executives. 3) To determine bonus based on the performance results from the previous year and approve the annual salary adjustment for executives and employees.
February	<ol style="list-style-type: none"> 1) To call the Annual General Meeting of Shareholders (AGM) and consider the agenda items for the AGM, with details as follows: <ul style="list-style-type: none"> - The financial statements for the past year - The dividend payment - The appointment of auditors and determination of auditor's fee - The election of directors to replace those who retire by rotation and the determination of directors' remuneration 2) To report on the risk management for the past year and to set the annual risk management plan 3) To assess the adequacy of the Company's internal control system 4) To evaluate the performance of the Board of Directors and sub-committees 5) To review the charters of the Board of Directors and sub-committees, as well as the Company's key policies
March	To approve Form 56-1 One Report
April	To consider the Company's operational performance
May	To consider the financial statements for the first quarter and the Company's operational performance
June	To consider the Company's operational performance
July	To consider the Company's operational performance
August	<ol style="list-style-type: none"> 1) To consider the financial statements for the second quarter 2) To consider the interim dividend payment (if any) 3) To acknowledge the risk dashboard for the first half of the year
September	To consider the Company's operational performance
October	To consider the Company's operational performance
November	To consider the financial statements for the third quarter
December	<ol style="list-style-type: none"> 1) To consider the Company's operational performance 2) To consider the annual plan and business targets for the next year

In 2025, the Company held a total of 11 Board of Directors' meetings, with an average attendance rate of approximately 93.58%. Additionally, the Company conducted sub-committee meetings to provide directors with opportunities for discussion and deliberation on key matters, as well as to continuously enhance the Company's corporate governance.