

**Procedures for Registration & Appointment of Proxy
For the Annual General Meeting of Shareholders for the Year 2020
PTT Global Chemical Public Company Limited
Tuesday, June 2, 2020 at 09:00 hrs.**

1. Registration

The Shareholders registration will be open since 07.00 hrs. at the meeting venue indicated in the invitation letter. The registration is done through the Barcode System. For convenience, the Shareholders and/or Proxies are requested to bring the Notification of Meeting with barcode and the Proxy Form (in case of proxy) to the registration counters.

2. Attendance of the Meeting in Person

- 2.1 Notification of Meeting with barcode
- 2.2 Please present the original identification card or government official identification card or driving license (identifying ID Number) or passport (in case of foreign shareholders) with clear and unexpired information and images of the Shareholders to the registration. In case of any change of name - last name, the Shareholders are required to evidence certifications of such changes.

3. Appointment of Proxy

- 3.1 A Shareholder who wishes to assign a proxy must appoint only one proxy to attend and vote at the Meeting in accordance with the Proxy Forms attached hereto.
- 3.2 If a Shareholder wishes to appoint the Company's Independent Directors to be his/her Proxy, he/she may appoint:
 - 1) **Mr. Piyasvasti Amranand** **Chairman / Chairman of the Independent Directors** **or**
 - 2) **Mr. Apisak Tantivorawong** **Independent Director / Chairman of the Audit Committee** **or**
 - 3) **Mr. Don Wasantapruerk** **Independent Director / Chairman of the** **or**
Nomination & Remuneration Committee
 - 4) **Professor Somkit Lertpaitoon** **Independent Director / Chairman of the Corporate**
Governance Committee
- 3.3 Information of the Independent Directors as appeared in Attachment 3.
- 3.4 For convenience, please send the form of proxy with documents or evidence to the Company prior to the meeting date, no later than May 22, 2020. The proxy form must be filled out and signed. All corrections or deletions, if any, made to material contents therein must be duly initialed by the Shareholders. A form of proxy must be affixed with a stamp duty of Baht 20. The Company will facilitate in the affixion the stamp duty upon Shareholders' registration at the Meeting.

4. Supporting Documents for Proxy

4.1 Proxy Form A (Simple Form) and Form B (Specific Details Form)

Remarks :

- The Shareholders are not allowed to split number of shares and appoint more than one Proxy in order to split votes.
- The Shareholders shall authorize the Proxy to cast the votes equal to the total amount of shares held by the Shareholders. Granting to Proxy the partial amount of shares to vote is not permitted.

4.1.1 For Individual Shareholder (The Company recommends that the Shareholders to use Proxy Form B and pre-cast the votes for each agenda.)

- (1) Notification of Meeting with barcode.
- (2) The Proxy Form signed by the Shareholder granting proxy.
- (3) Copy of the Shareholder's identification card or government official identification card or passport (in case of foreign grantor) must be signed and certified true copy by the Shareholder. All in all, the Shareholder's information and image has to be clear and unexpired before the meeting date.
- (4) The Proxy must present his/her original identification card or government official identification card or driving license (identifying ID Number) or passport (in case of foreign proxy). All in all, the Proxy's information and image has to be clear and unexpired before the meeting date.

4.1.2 For Juristic Person Shareholder (The Company recommends that the Shareholders to use Proxy Form B and pre-cast the votes for each agenda.)

- (1) Notification of Meeting with barcode.
- (2) The Proxy Form signed by a person authorized to sign to bind the juristic person according to its Affidavit, with the seal of the juristic person affixed (if any).
- (3) In case that the Shareholder is a juristic person registered in Thailand, please submit a copy of Affidavit certified by the Department of Business Development, Ministry of Commerce before the Meeting date for the registration within 6 months as well as certified true copy by a person authorized to sign to bind such juristic person according to its Affidavit, with the seal of the juristic person affixed (if any).
- (4) In case of the Shareholder is a juristic person registered abroad, please submit a copy of the constitutional document issued by competent authority in the country where the juristic person is located, and certified true copy by a notary public or other competent authority before the Meeting date for the registration for no longer than 1 year.
- (5) For a foreign juristic person, if an original of any document is not in English, the English translation thereof must be provided. Such translation must also be certified true and correct by a person authorized to sign to bind the juristic person.
- (6) The proxy must present his/her original identification card or government official identification card or driving license (identifying ID Number) or passport (in case of foreign proxy). All in all, the Proxy's information and image has to be clear and unexpired before the meeting date.

4.2 Proxy Form C (for Foreign Shareholders Who Have Custodians in Thailand Only)

- (1) Notification of Meeting with barcode.
- (2) The Proxy presents Power of Attorney from the Shareholders who is a foreign investor authorizes the custodian to execute the proxy on his/her behalf.
- (3) The Proxy presents confirmation letter showing that signatory of the Proxy is authorized to operate custodian business.
- (4) The Proxy Form signed by a person authorized to sign to bind the juristic person according to its Affidavit, with the seal of the juristic person affixed (if any).
- (5) In case that the Shareholder is a juristic person registered in Thailand, please submit a copy of Affidavit certified by the Department of Business Development, Ministry of Commerce before the Meeting date for the registration within 6 months as well as certified true and correct by a person authorized to sign to bind such juristic person according to its Affidavit, with the seal of the juristic person affixed (if any).
- (6) In case that the Shareholder is a juristic person registered abroad, please submit a copy of the constitutional document issued by competent authority in the country where the juristic person is located, and certified by a notary public or other competent authority before the Meeting date for the registration for no longer than 1 year.
- (7) If any of the aforementioned documents is not in English, the English translation thereof must be provided. The translation must also be certified true and correct by a person referring to such document or a person authorized to act on behalf of such person.
- (8) The proxy must present his/her original identification card or government official identification card or driving license (identifying ID Number) or passport (in case of foreign proxy). All in all, the Proxy's information and image has to be clear and unexpired before the meeting date.
