# Guidelines for attending of Electronic Meeting by Inventech Connect

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 requesting Username & Password from via e-Request system

1. The Shareholders must submit a request to attend the meeting by Electronic Means via Web Browser at https://app.inventech.co.th/PRG125023R   or scan QR Code [QR Code] and follow the steps as shown in the picture
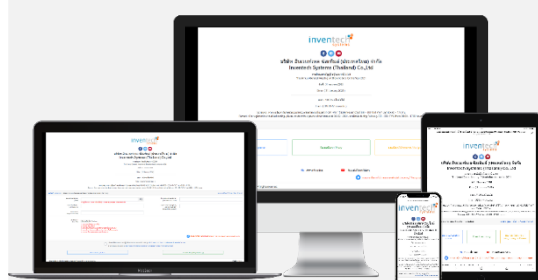
** 1 email account per 1 shareholder ID**

1. Click link URL or scan QR Code in the letter notice Annual General Meeting.
2. Shareholders choose to file a request form.
3. Fill in the information shown on the registration page.
4. ☑ agree to the Requirements for Meeting Attendance via the Inventech Connect.
5. Click "Request" button.
6. Please wait for an email from the officer informing you of meeting details and Username & Password.

2. For Shareholders who would like to attend the Meeting either through the Electronic Means by yourself or someone who is not the provided independent directors, please note that the electronic registration will be available from 3 November 2022 at 8:30 a.m. and shall be closed on 11 November 2022 Until the end of the meeting.

3. The electronic conference system will be available on 11 November 2022 at 8:00 a.m. (2 hours before the opening of the meeting). Shareholders or proxy holders shall use the provided Username and Password and follow the instruction manual to access the system.

Appointment of Proxy to the Company's Directors

For Shareholders who authorize one of the Company's Independent Directors to attend and vote on his or her behalf, please submit the proxy form together with required documents to the Company by mail to the following address. Such proxy form and required documents shall be delivered to the Company by mail to the following address at 5.00 p.m :

PRG Corporation Public Company Limited

Corporate Governance Section

88 Moo 2, Tiwanon Road, Tumbol Bangkadee, Amphur Mueng, Pathumtani 12000

If you have any problems with the software, please contact Inventech Call Center

📞 02-931-9131

LINE@ @inventechconnect

📅 The system available during 3-11 November 2022 at 08.30 a.m. – 05.30 p.m.

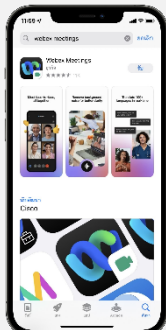(Specifically excludes holidays and public holidays)

Report a problem

Installation Guide for Webex Meetings

For IOS Operating System

1. Go to Application App Store

2. Search Webex Meetings

3. Click "GET" for install application

4. Please wait until to download is complete

5. Finish the application has installed it will appear on your smart phone

For Android Operating System

1. Go to Application Play Store

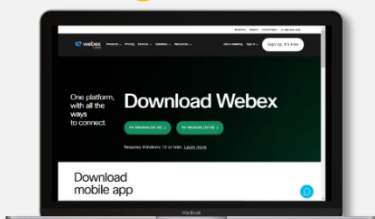2. Search Webex Meetings

3. Click "INSTALL" for install application

4. Please wait until to download is complete

5. Finish the application has installed it will appear on your smart phone

For Windows Operating System

1. Go to website https://www.webex.com/downloads.html

2. Click "For Windows (64 bit)/For Windows (32 bit)" choose to the operating system on your computer.

3. Click the downloaded file "webex.msi" for installation Webex Meetings.

4. Click "Next" button for install program.

5. Please wait until to download is complete.

Step for registration for attending the meeting (e-Register)

1. Click registration link URL from email approved.

2. Get Username and Password that you received from your email or request OTP to login.

3. Click "REGISTER" button the system has already registered and counted as a quorum.

4. Click "Live broadcast" button
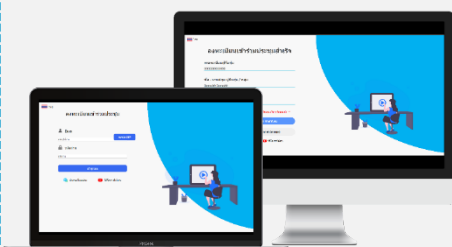
5. Use Cases PC/Laptop: Please fill in the details to register to watch the live broadcast via the Webex Meetings Application as follows

5.1 Fill in the email address in the Email Address field to match the email address you submitted the application form.

5.2 Click "Join Now" button

5.3 Click "Run a temporary application"

5.4 Click the downloaded file.
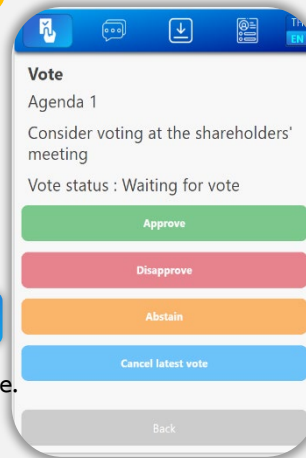
5.5 Click "Join Event" button to attend the meeting.

5 Use Cases Mobile/iPad: Please fill in the details to register to watch the live broadcast via the Webex Meetings Application as follows

5.1 Click "Join" button

In case if never use Webex Meetings. In the first use it will have get popup, you must click "ACCEPT" (Android) or click "I Accept" (iOS).

5.2 Enter your name in the Name box, fill out email in an e-mail address box match the e-mail address for submitting the application.

5.3 Click "Accept" for accept access for application.

5.4 Click "Join" button to get in to meeting.
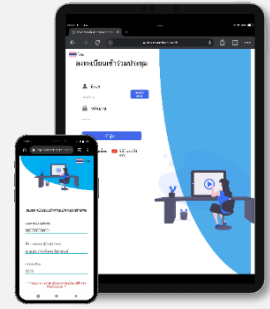
Step voting process (e-Voting)

Use Cases PC/Laptop

1. Click "Continue" button on menu "Multimedia Viewer".
2. Get Username and Password that you received from your email or request OTP to login.
3. Click "Login" button.
4. Click on menu "Voting" or symbol
5. Select which agenda that you want to vote.
6. Click the voting button as you choose.
7. The system will display status your latest vote.

Vote
Agenda 1
Consider voting at the shareholders' meeting
Vote status : Waiting for vote

Approve

Disapprove

Abstain

Cancel latest vote

Back

Use Cases Mobile/iPad

1. Click on menu "Participants" or symbol
2. Click on menu "Chat" and choose message from Inventech connect (Android) or click on "Chat" or ⚪ symbol (iOS)
3. Shareholders can click link in the chat message.
4. Then click on "Continue" button.
5. Get Username and Password that you received from your email or request OTP to login.
6. Click "Login" button.
7. Click on menu "Voting" or symbol
8. Select which agenda that you want to vote.
9. Click the voting button as you choose.
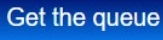10. The system will display status your latest vote.

To cancel the last vote, please press the button [Cancel latest vote] (This means that your most recent vote will be equal to not voting, or your vote will be determined by the agenda result) Shareholders can conduct a review of the votes on an agenda basis. When the voting results are closed.

Step to ask questions via Inventech Connect

➤ Click "Ask a question" on menu or symbol

1 Ask a question via send the question.

➤ Select which agenda that you want to ask.

➤ Type the question then click "Send"

2 Ask the question via video record.

➤ Select which agenda that you want to ask.

➤ Click "Get queue ask the question via video" button or symbol `Get queue ask the question via video`

➤ Fill out your name that show in Webex

➤ Click ""Get the queue" button or symbol `Get the queue`

➤ Please wait for the signal from the officer to ask questions in the Chat channel.

Installation Guide for Webex Meetings and How to use Inventech Connect

1 User Manual
via e-Request

2 Installation Guide for
Webex Meetings

3 User Manual
Inventech Connect

Note Operation of the electronic conferencing system and Inventech Connect systems. Check internet of shareholder or proxy include equipment and/or program that can use for best performance. Please use equipment and/or program as the follows to use systems.

1. Internet speed requirements

   - High-Definition Video: Must be have internet speed at 2.5 Mbps (Speed internet that recommend).

   - High Quality Video: Must be have internet speed at 1.0 Mbps.

   - Standard Quality Video : Must be have internet speed at 0.5 Mbps.

2. Equipment requirements.

   - Smartphone/Tablet that use IOS or android OS.

   - PC/Laptop that use Windows or Mac OS.

3. Requirement Browser Firefox or Chrome (Recommend) or Safari ** The system does not supported internet explorer.

Flowchart for the Meeting Attendance via e-Meeting

Before the Meeting Date

Shareholder scans the QR code shown in the meeting notice or visit https://app.inventech.co.th/PRG125023R

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Complete information to submit an e-Request

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Submit the e-Request

Shareholder amends the information and submits additional documents.

Notifying email to confirm the receipt of e-Request and inform the status is under the review process.

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Under the Review Process

Rejected ← | → Approved

Notifying e-mail to inform the rejection

On the Meeting Date

Approval e-mail with a link for meeting registration

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Enter an e-mail address to log on to Cisco Webex Meetings

* At this step, the number of shares held by the shareholder/ proxies will be counted as a quorum.

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Live broadcast and voting (e-Voting) via Cisco Webex

Note

1. For a proxy appointed by multiple shareholders:

   - Such proxy may press the "Switch Account" button to log into other accounts, and the votes and the meeting quorums of previously used accounts will still be included as the base number of votes.

2. Leaving the meeting

   - Meeting participants may press the "Leave Meeting" button to leave the meeting. As such, the votes of shareholders/proxies will be annulled for the remaining agenda items that have not yet been voted on.