



**Facilitating and Promoting Participation in Shareholders' Meetings Policy
Millennium Group Corporation (Asia) Public Company Limited**

Facilitating and Promoting Participation in Shareholders' Meetings Policy

Millennium Group Corporation (Asia) Public Company Limited ("the Company") has a policy to facilitate and promote the participation of all shareholders in the shareholders' meeting, including Thai investors, foreign investors, retail investors, and institutional investors, as detailed below:

Before the Shareholders' Meeting

- 1) The Company shall hold an annual general meeting of Shareholders (AGM) within 4 months from the end of the company's fiscal year. If there is an urgent matter requiring a special agenda that may affect or relate to the shareholders' interests, which needs approval from the shareholders, the Board of Directors may call for an extraordinary shareholders' meeting on a case-by-case basis.
- 2) Shareholders will be given the opportunity to submit questions and propose meeting agendas in advance of the meeting date. Clear guidelines for this will be set in advance, and the information will be communicated via a newsletter to the Stock Exchange of Thailand ("SET") and posted on the company's website.
- 3) The Company ensures that shareholders receive accurate, adequate, and timely information.
 - Invitations for the annual general meeting of shareholders will be sent to all types of shareholders, including institutional investors, along with details of the meeting agenda, important and necessary information to support shareholders' decision-making, as well as the Board of Directors' opinions, the minutes of the previous meeting, the annual report, and proxy forms (Form A, Form B, and Form C) as required by the Ministry of Commerce, clearly indicating how to assign a proxy. The invitation will also include the meeting's location, date, time, and a map of the meeting venue. Invitations will be sent in both Thai and English at least 3 days before the meeting date, with an announcement in a Thai newspaper for 3 consecutive days prior to the meeting.
 - The full invitation letter and related documents for the annual general meeting of shareholders will be posted on the company's website in advance of the meeting to ensure shareholders have adequate, accurate, and complete information to make an informed voting decision. This will also serve as a notification of the shareholders' meeting, allowing shareholders to prepare to attend before receiving the meeting materials. Additionally, the company will notify the SET that the meeting invitation and related documents have been posted on the company's website.
- 4) In the event of any additional agenda items, the Company shall promptly notify shareholders when necessary to preserve the rights or interests of the Company. The meeting invitation shall be sent at least seven (7) days prior to the meeting date, and the information regarding the added agenda will be made available on the website before the meeting materials are sent out.

On the Day of the Shareholders' Meeting

- 1) The Company shall schedule the date, time, and venue of the shareholders' meeting by considering the convenience of shareholders, as well as their rights and equal treatment. Adequate personnel and technology will be provided to accommodate the number of shareholders attending the meeting.

- 2) For the vote counting process, the company will appoint an independent external party to count or verify the votes at both the annual and extraordinary shareholders' meetings. This may include legal representatives or selected shareholders approved by the meeting, and the details will be disclosed to the meeting and recorded in the meeting minutes.
- 3) The Chairman of the Meeting, or the person designated by the chairman will explain the rules for the meeting, the voting procedure, and will allocate appropriate time for the meeting. Shareholders will also be given the opportunity to ask questions, express opinions, and make suggestions freely. They will be able to vote on important decisions that may affect the company, such as the appointment or removal of directors, the nomination of independent directors, the approval of auditors, dividend distribution, capital reduction or increase, the establishment or amendment of the company's regulations or articles of association, and the approval of special transaction.
- 4) In cases where shareholders are unable to attend the meeting in person, the company allows shareholders to appoint an independent director or any other person to attend and vote on their behalf prior to the shareholders' meeting.
- 5) The chairman of the board, directors, and relevant executives are responsible for attending the annual shareholders' meeting to answer questions from shareholders.
- 6) Shareholders who join the annual shareholders' meeting after it has started will still have the right to vote or cast their opinions on agenda items that are still under consideration and have not yet been voted on.

After the Shareholders' Meeting

- 1) The resolutions of the shareholders' meeting, along with the voting results, will be disclosed by the next business day following the meeting. This information will be communicated to the Stock Exchange of Thailand ("SET") and posted on the company's website.
- 2) A meeting report will be prepared, providing accurate and complete information, within 14 days from the meeting date. The report will be sent to the relevant authorities within the specified timeframe. Additionally, the meeting report will be made available on the company's website for shareholders and stakeholders to review.

Facilitating and Promoting Participation in Shareholders' Meetings Policy was approved by the Board of Directors Meeting No. 1/2022 held on 20 June 2022 and has been effective from 20 June 2022 onwards.

- Sign -

(Mr. Pachara Yutidhamdamrong)
Chairman of the Board of Directors