

## Guidelines for Attending the Annual General Meeting of Shareholders through electronic media (E-AGM)

### Registration Process

T.MAN Pharmaceutical Public Company Limited (the "Company") allows shareholders and/or proxy holders who wish to attend the meeting via electronic media to register and verify their identity in advance from 6 April 2026 to 24 April 2026, by preparing and submitting the acceptance form for the 2026 Annual General Meeting of Shareholders via electronic media as set out in [Enclosure 8](#), and one of the Proxy Forms as set out in [Enclosure 5](#) (only in case of proxy appointment), together with supporting documents as specified in this Enclosure (collectively referred to as the "Registration Documents") to the Company via email at [ir@tmanpharma.co.th](mailto:ir@tmanpharma.co.th) or through E-Request using the QR code provided by OJ International Company Limited (the "Electronic Meeting Service Provider") as shown below;



In this regard, shareholders or proxy holders are kindly requested to send the original Registration Documents and its supporting documents to the Company at the address below prior to the meeting by post within **24 April 2026**, to facilitate a smooth and timely registration process:

To: Company Secretary  
T.MAN Pharmaceutical Public Company Limited  
No. 69/1 14 Bang Khun Thian Alley, Samae Dam Sub-District, Bang Khun Thian District,  
Bangkok, 10150  
(For the 2026 Annual General Meeting of Shareholders)

Once the Company and/or the Electronic Meeting Service Provider receive the Registration Documents, the Company will verify the information. Once we have verified the information against the list of eligible shareholders for the 2026 Annual General Meeting and if all details are correct and complete, the Company and/or the Electronic Meeting Service Provider will send the meeting access link along with a user manual for the E-AGM system (E-AGM) via the email address provided by 28 April 2026 at 12:00 hrs. Only those who have submitted the original Registration Documents to the Company will receive the meeting access link and the manual. If shareholders or proxy holders do not receive the link and the user manual for the E-AGM system (E-AGM) within the specified timeframe, please contact the Company and/or the Electronic Meeting Service Provider immediately.

### The appointment of proxy

In the event that any shareholder is unable to attend the meeting in person, the shareholder may appoint another person or the Company's independent director as proxy to attend the meeting and cast the votes on his/her

behalf. In this regard, the Company has provided the proxy forms based on the forms prescribed in the Notification of the Department of Business Development Re: Provision of Proxy Form (No.5), B.E.2550 (2007) pursuant to which the following 3 forms of proxy are prescribed for the shareholders' meeting:

Proxy Form A is a general and simple form;

Proxy Form B is a form that specifies detailed and fixed items for which the proxy is granted; and

Proxy Form C is to be applied in the case where a foreign shareholder has appointed a custodian in Thailand to act as the depository and administrator of his/her shares.

In this regard, Proxy Form A, Form B, and Form C have been enclosed to this invitation letter. Details of which are as set out in [Enclosure 5](#).

The instructions for appointment of proxy are as follows:

1. Shareholders (other than the foreign shareholders who have appointed a custodian in Thailand to act as the depository and administrator of their shares) may choose either one and only one of Proxy Form A or Proxy Form B. The Company recommends that shareholders use Proxy Form B and specify the voting for each agenda.

2. Foreign shareholders who have appointed a custodian in Thailand to act as the depository and administrator of their shares shall choose Proxy Form C. and submit it along with a copy of the Certificate of Incorporation of the Custodian, issued no later than 6 months before the date of the shareholders' meeting, duly signed and certified as a true copy by the authorized signatory of the Custodian or an authorized representative, and affixed with the corporate seal (if applicable), and the power of attorney (in the case where the person signing and certifying the true copy is an authorized representative). The following documents must also be provided: a power of attorney from the shareholder authorizing the Custodian to sign the proxy form on their behalf, a confirmation letter stating that the signatory of the proxy form is authorized to operate a custodian business, and a copy of the proxy holder's identification document, which may be one of the following: a national ID card, a government officer's ID card, or a passport (for foreign nationals), unexpired and duly signed and certified as a true copy.

3. Shareholders may appoint only one proxy to attend the meeting and cast the votes and cannot split their votes for different proxy holders to vote separately. The shareholder shall authorize the proxy to cast votes equal to the total number of shares held by such shareholder. Authorizing less than the total number of shares held by the shareholder is not allowed, except for the custodian appointed by the foreign shareholder as the depository and administrator of their shares in accordance with Proxy Form C.

4. Shareholders may authorize any person or any of the independent directors of the Company, details as set out in [Enclosure 6](#), to act as its proxy. If the shareholder chooses to authorize any of the independent directors of the Company, the Company recommends using Proxy Form B and specifying the voting instructions for each agenda. If the shareholders specify their votes in each agenda, the independent directors will cast their votes as specified in the proxy form. For voting in each agenda, shareholders have the right to vote in agreeing, disagreeing, or abstaining only and cannot split votes (except in the case of a Custodian).

5. The proxy form must be correctly and clearly completed and signed by the grantor and the proxy and affixed with Baht 20 stamp duty, which must be crossed out and dated on the day the proxy is made.

6. Shareholders and/or proxy holders must prepare and submit the acceptance form for the 2026 Annual General Meeting of Shareholders via electronic media, the proxy form and the supporting documents via email at [ir@tmanpharma.co.th](mailto:ir@tmanpharma.co.th) or through E-Request using the QR code and submit the original documents to the Company to the above address.

#### Required Documents for Shareholders and Proxy Holders

- Shareholders who are natural persons:
  - If a shareholder wishes to attend the E-meeting himself/herself:
    - A copy of an unexpired government-issued identification document such as an ID card, a government ID card or a passport (in the case of foreigner nationals). In case of name-surname changes, shareholders are requested to attach supporting evidence.
  - If a shareholder appoints another person to attend the E-meeting on his/her behalf:
    - One of the Proxy Forms as set out in Enclosure 5 filled in all information and duly signed by the proxy grantor and the proxy together with duty stamp affixed;
    - A copy of the proxy grantor's unexpired identification document, such as an ID card, a government official ID card, a passport (in the case of foreigner nationals) signed and certified as a true copy by the proxy grantor; and
    - A copy of the proxy's unexpired identification document, such as an ID card, a government official an ID card, passport (in the case of foreigner nationals) signed and certified as a true copy by the proxy.
- Shareholders who are juristic persons:
  - If the person authorized to sign on behalf of the juristic person (director) wishes to attend the E-meeting himself/herself:
    - A copy of the shareholder's juristic person registration certificate issued no later than 6 months before the date of the shareholders' meeting, which is duly certified as a true copy by the juristic person representative (director) authorized to sign on behalf of the juristic person; and
    - A copy of the unexpired identification document of the representative of the juristic person (director), such as an ID card, a government official ID card, a passport (in the case of foreigner nationals) signed and certified as a true copy by such person.

- If the proxy is assigned to attend the E-meeting:
  - One of the Proxy Forms as set out in Enclosure 5 filled in all information and duly signed by the proxy grantor and the proxy together with duty stamp affixed;
  - A copy of the shareholder's juristic person registration certificate issued no later than 6 months before the date of the shareholders' meeting, which is duly certified as a true copy by the juristic person representative (director) authorized to sign on behalf of the juristic person;
  - A copy of the unexpired identification document of the representative of the juristic person (director), such as an ID card, a government official ID card, a passport (in the case of foreigner nationals) signed and certified as a true copy by such person;
  - A copy of the identification document of the proxy as in the case of natural persons as mentioned above.

If the documents or evidence mentioned above are not in Thai or English, the shareholders must present an English translation of the document signed and certified by the shareholder or by an authorized signatory to bind that juristic person (in the case of a juristic person).

#### **Electronic Meeting Attendance (E-AGM):**

1. Once shareholders or proxy holders who have expressed their intention to attend the meeting have been fully verified, they will receive an email from the Electronic Meeting Service Provider, which contains the meeting access link and the user manual for the E-AGM system (E-AGM) by 28 April 2026 at 12:00 hrs. Only those who have submitted the original Registration Documents to the Company will receive the meeting access link and the manual. If shareholders or proxy holders do not receive the link and the user manual for the E-AGM system (E-AGM) within the specified timeframe, please contact the Company and/or the Electronic Meeting Service Provider immediately.

2. Please prepare the following information for logging in to the meeting
- Self-Attending: shareholder account number (securities holder registration number) and ID card number.
  - Proxy: proxy's ID card number and mobile number.

3. Meeting attendance and voting via electronic media can be used with computers/notebooks/tablets and mobile phones via Web Browser: Chrome with 4G internet speed or basic home internet.

Note: In case of meeting via tablet and mobile phone, Zoom Cloud Meeting program must be installed before attending the meeting, which can be downloaded as follows:

IOS system	Android system
	
<a href="https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307">https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307</a>	<a href="https://play.google.com/store/apps/details?id=us.zoom.videomeetings">https://play.google.com/store/apps/details?id=us.zoom.videomeetings</a>

4. The system will open for access 120 minutes before the start of the meeting. However, the live broadcast will only start at the time of the meeting.

5. To log in, shareholders must use the information of the shareholder account number (securities holder registration number) and the shareholder's ID card number, and proxy must use the proxy's ID card number and mobile number.

6. Voting through the E-Voting system, you will be able to vote for each agenda only by voting for agreeing, disagreeing, or abstaining. In case of not voting in any agenda, the system will be deemed to vote as agree immediately (using a vote-counting method whereby any uncast votes will be deemed as votes in favor).

7. If attendees encounter any issues or problems in using the E-AGM system, you can contact the Electronic Meeting Service Provider at the phone number specified in the email through which the system's user manual was delivered to you.

#### **Submission of Recommendations or Inquiries**

Submission of recommendations or inquiries related to business, industry, Company performance, or related to any agenda which will be considered at the 2026 Annual General Meeting of Shareholders may be made in 2 ways as follows:

1. Send recommendations or inquiries in advance to the Company before the meeting date through the following channels:

Email : [ir@tmanpharma.co.th](mailto:ir@tmanpharma.co.th)

Telephone : 02-415-1007 ext. 361 or 061-789-4684

By post : To: Company Secretary

T.MAN Pharmaceutical Public Company Limited

No. 69/1 14 Bang Khun Thian Alley, Samae Dam Sub-District,

Bang Khun Thian District, Bangkok, 10150

(For Inquiries regarding the 2026 Annual General Meeting of Shareholders)

2. Submit recommendations or inquiries during the meeting (for those attending the E-AGM). The attendee must specify his/her first and last name and state whether he/she is a shareholder attending the meeting himself/herself or a proxy before every recommendation or inquiry is submitted. The Company has opened channels for sending recommendations or inquiries during the meeting as follows:

- Q&A Chat channel for text messages;
- An audio chat channel where attendees press the raising hand button and turn on the microphone on their device after the operator sends them an invitation to chat. Please turn off the microphone after the conversation is finished every time (For more details, please refer to the user manual sent to the attendees' emails).

In this regard, if shareholders have questions about the meeting, please contact the following staff:

1. Regarding submitting documents confirming identity to attend the shareholders' meeting via E-Meeting, please contact the company secretary for further information via the Company's contact channels as detailed above.

2. Regarding the process of attending the meeting and voting via E-Meeting, in the case of correct and complete identity verification, please contact the Electronic Meeting Service Provider at the phone number specified in the email through which the system's user manual was delivered to you .

**\*\*\* The 2026 Annual General Meeting of Shareholders will be conducted only via electronic media.  
There will be no physical meeting venue. Shareholders are kindly requested not to travel to the Company. \*\*\***