

- Translation -

## **Criteria for Shareholders to propose AGM Agenda and Director Nominee in advance for the Annual General Shareholders' Meeting of the year 2019**

### **Objective**

According to the Good Corporate Governance policy regarding the rights and equitable treatment of all shareholders, ABICO HOLDING PUBLIC COMPANY LIMITED ("THE COMPANY") invites shareholders to propose any matter considered important and truly beneficial to the Company as agenda(s) for the Year 2019 Annual General Shareholders' Meeting and Director Nominee prior to the meeting. The criteria are as follows:

### **1) The Qualifications of Shareholder**

Shareholder who wishes to propose the agenda and/or director nominee must possess qualifications according to the criteria as follows:

- 1.1. Being the shareholders of the Company with holding shares and having the right to vote amounting to not less than 5% of the total number of the voting rights of the Company which can be either one shareholder or combined shareholders in accordance with rules as specified in Section 89/28, of the Securities and Exchange Act (No.4) B.E. 2551
- 1.2. Holding the Company's shares as specified in Clause 1.1 for at least 1 consecutive year as from the date of holding shares until the date such agenda is proposed or the name of director to be nominated.
- 1.3. Having the evidence of shares held, such as copies of certificate of shares held issued by Securities Company or any other certificates from the Stock Exchange of Thailand or Thailand Securities Depository Co., Ltd.

### **2) Criteria for Proposing**

#### **2.1 Proposing the agenda items**

Matters that the Company will not include as agenda of the meeting are as follows:

- (1) Matters that violates to the law, rules, regulations of government agencies or other governing agencies or are not complied with the objective, the article of association, the shareholders' resolution, the good corporate governance of the Company. Except an amendment of the Articles of Association.
- (2) Matters that are relevant to the ordinary business operation and the fact given by the shareholders do not indicate any reasonable grounds to suspect their regularity of such matter.
- (3) Matters that are beyond objectives or authority of the Company.
- (4) Matters that shareholders already proposed in shareholder meetings within the past 12 months and were supported by less than 10% of total voting shares, provided that the facts of said matters have not yet changed significantly.
- (5) Matter that is not beneficial to the Company or is beneficial to a specific person or group.
- (6) Matters proposed by shareholders who are not qualified, not able to provide complete and correct information and evidence, and not able to propose on the time set forth.
- (7) Matters or evidence sufficed by shareholders is incomplete or untrue or ambiguous.

- (8) Matters that is the power and authority of the board unless it causes the significant effect on the shareholders in general.
- (9) Matters, as stipulated by laws, for AGM consideration, which has been pursued regularly by the Company.
- (10) Matters already undertaken by the Company.
- (11) Matters previously submitted for consideration by other shareholders.
- (12) Other matters that the Board deems unnecessary to place on the agenda in the AGM.

The agenda proposed by the shareholders shall be considered by the Audit Committee before proposed to the Board of Directors. Any proposal deems appropriate to approval by the Board of Directors will be included in the AGM agenda 2019.

## **2.2 Nominating the persons to be appointed as director**

The persons nominated to be director must have qualifications and must not have the prohibited characteristics as follows:

- (1) Having such qualifications without any prohibited characteristics under the Public Limited Companies Act, the Securities and Exchange Act, the Good Corporate Governance of the Company and other relevant Act.
- (2) Having knowledge and skill in the areas significantly beneficial to the Company
- (3) Strictly not engaging in any conflict of interest with the Company in both business and personal.
- (4) Enable to contribute effort to the Board of Directors and any matter that the Board of Directors has been assigned.
- (5) Should not serve as directors of more than 5 listed companies according to Corporate Governance of Listed Company.

The list of nominee nominated by the shareholders with complete, correct evidence and having sufficient information whereby the Board of Directors will review and select for consideration. After the nominee's qualifications are approved by the Board of Directors, the Board of Directors will propose that nominee at the AGM 2019 for approval.

## **3) Procedure for Proposing**

### **3.1 Proposing the agenda items**

- (1) Shareholders can propose the agenda of the meeting to the Board of Directors by filling in the “**Form for Proposing Agenda in Advance for the Annual General Shareholders’ Meeting of the year 2019**” (**Form A**) with his/her signature.

The form is available to download at [www.abicogroup.com](http://www.abicogroup.com) and in case of these are many shareholders have unified to propose AGM agenda to Board, each one must fill in Form A. and sign their signature as evidence separately and together send into one set.

- (2) To submit the form along with the other supporting documents for the Board of directors’ consideration.

### **3.2 Nominating the person to be appointed as director**

Shareholders can nominate the person to be appointed as director to the Board of Directors by filling in the “**Form for Proposing Director Nominee for the Annual General Shareholders’ Meeting of the year 2019**” (**Form B**) and “**Information of Proposed Candidate for Director Position**” (**Form C**) (All forms can be Downloaded from [www.abicogroup.com](http://www.abicogroup.com) Shareholders must submit those forms along with the other supporting documents for the Board of Directors’ consideration.

*The additional details and conditions are provided on the last page of Form A, B and C.*

#### **4) Required documents to be enclosed with the proposal**

Shareholders are required to enclose the required documents with the proposal as follow:

**4.1 The Evidence of Shareholding**, i.e. certificate of shares held issued by Securities Companies or any other certificates from the Stock Exchange of Thailand or Thailand Securities Depository Co.,Ltd.

#### **4.2 The Evidence of Combined Shareholders**

- Natural persons A certified true copy of valid identification card/ passport (in case of non-residents).
- Juristic persons A certified true copy of its company registration documents, valid identification card / passport (in case of non-residents) with certified signatures of the authorized signatories.
- If a shareholder has his/her title, a copy of evidence of those changesname or surname changed,must be enclosed and certified true copy.

#### **4.3 Supporting Documents required for Proposal of the Agenda**

**(1) Form for Proposing Agenda in Advance for the Annual General Shareholders' Meeting of the year 2019.**

If combined shareholders wish to propose the same agenda, all of them must fill out the form and sign or affix their names as evidence individually. Then gathered eachof these forms into one set, each set for one proposal. In addition, all combinedshareholders must fill out a name of a person who will be their representative. In thisregard, any contacts between the Company and the representative means they arebetween the Company and all signed combined shareholders.

**(2) Certified true copies of other supporting documents beneficial for the Board'sconsideration(if any).**

#### **4.4 Supporting Documents required for Proposal of Director Nominee**

**(1) Form for Proposing Director Nominee for the Annual General Shareholders' Meeting of the year 2019.**

If combined shareholders wish to propose name of nominee for the Company'sBoard of Directors, all of them must fill out the form and sign or affix their names as evidence individually. Then gathered each of these forms into one set, each set for one nominee. In addition, all combined shareholders must fill out a name of a person who will be their representative. In this regard, any contacts between the Company and the representative means the ones between the Company and all signed combined shareholders.

**(2) Information of Proposed Candidate for Director Position (Form C), Nominee Profile, signed by the nominee himself/herself.**

**(3) Certified true copies of relevant documents such as personal information, evidenceof education qualifications, working/training experiences, ability, expertise, theposition as directors in the other organizations, number of shares held in theCompany, conflict of interest with the Company and its subsidiaries/ affiliates ofthe Company or juristic persons which may have conflict of interest, contactaddress and other information considered suitable to propose to the**

**Board for consideration including a consent letter of the director nominee if he or she has been selected.**

- (4) Certified true copies of other supporting documents beneficial for the Board's consideration (if any).**

**5) Channels for Submission of Proposal**

In order to facilitate shareholders, unofficial proposed agenda together with director nominee can be sent through the Company as follows:

- 5.1 Submitting the proposal unofficially via e-mail address at [chalee@abicogroup.com](mailto:chalee@abicogroup.com) facsimile number: 02-080-7899 and [www.abicogroup.com](http://www.abicogroup.com)
- 5.2 Submitting official version of certified true copies of documents and evidence for the Board's consideration by **January 14, 2019** to the following address:

*Company Secretary Office*  
**ABICO HOLDING PUBLIC COMPANY LIMITED**  
**401/1, Moo 8, 5<sup>th</sup> Floor, ABICO Building, Phaholyothin Road,**  
**Khoohot, Lamlukka, Pathumthani 12130**

- 5.3 For further information, please contact through telephone number 02-080-7899

**6) Procedures for Consideration**

- 6.1 Initially, the Company Secretary will consider scrutinizing the qualification of shareholders, the matters proposed by the shareholders and the qualification of nominated persons as set by the criteria before further submission to nomination committee and the board of directors.
- 6.2 The matters and/or nominated persons approved by the Board of Directors, the company will disclose such information by using the SET's information dissemination channels and placed on the Company's website and also including in the agenda of the Invitation to the Annual General Meeting of Shareholders along with the Board's opinion. Those matters and/or nominated persons will be identified as proposed by shareholders.
- 6.3 For the matters and/or nominated persons disapproved by the Board of Directors, the company will disclose such information by using the SET's information dissemination channels and placed on the Company's website. In addition, the Board of Directors will formally announce such information to all shareholders in the Annual General Meeting of Shareholders.

**7) Submission Period**

From publish until January 14, 2019.

The Company reserves the rights to consider the proposal to be included as AGM agenda only the matters that benefit to the Company and shareholders as whole and comply with the related laws and regulations.