

Attachment 9

Guidelines for attending the Annual General Meeting of Shareholders by
Electronic Means

Please study the details before the Meeting

Guidelines for attending the Annual General Meeting of Shareholders by Electronic Means
Ingress Industrial (Thailand) Public Company Limited

As the Company is concerned for the safety of Shareholders, and in order to prevent the spread of Corona Virus infection (COVID-19), the Company therefore will hold the 2021 Annual General Meeting of Shareholders by Electronic Means only on Thursday 27, May 2021, in which the Company will not provide onsite registration or voting on the meeting day. Thus, all Shareholders are requested to attend the meeting by Electronic Means.

The Company has engaged Data Access Platform Co., Ltd. ("DAP") to provide the service and system for the meeting by Electronic Means, the system of DAP has been reviewed for an information security standards of Electronic Meeting by Ministry of Digital Economy and Society. The Shareholders who would like to attend the meeting by Electronic Means please proceed in accordance to the following guidelines:-

Guidelines to attend the meeting by Electronic Means

1. The Shareholders must submit a request to attend the meeting by Electronic Means at <https://portal.eservice.set.or.th/Account/?refer=Rei0fcMMq4gbyLpO7HTmlADp1e%2bHXotd5XjZhFKpBo9WZ61TLLoHLA%3d%3d> or scan QR code below:



2. The Shareholders must prepare the following information to fill-in through the system:
 - (1) Identification Card Number/Passport Number for foreigner
 - (2) Shareholders Registration Number (Appear on a notification of meeting)
 - (3) Name and Surname
 - (4) Amount of shares
 - (5) E-Mail Address
 - (6) Mobile Number
 - (7) Additional Attachments
 - For Shareholders who wish to attend the meeting by Electronic Means themselves, please attach the copy of Identification Card /Passport for foreigner and certified true copy, and a photo is also applicable to upload into the system.
 - For Shareholders who wish to attend the meeting by Electronic Means with proxies who are not Independent Directors of the Company, also attached the proxy forms with required documents, and a photo is also applicable to upload into the system.

3. After completely filled-in all required information and attachment, please read and click “accept on the term of service”.
4. Then click to “submit the request”.
5. After that completed item 4: An assigned administration team will proof the document. Once your request is approved, the Shareholders will receive an email to notify on the followings:
 - (1) Link of meeting
 - (2) Username and Password for e-Voting
 - (3) Link for download and installation of DAP e-Shareholder Meeting Application
 - (4) Link for user manual.

The Shareholders can access the system for attend the meeting on Thursday 27, May 2021 at 12.00 hrs onward. ***In case the request is rejected:*** The Shareholders will receive an email to notify on the details and reason for rejection, then the Shareholders can resubmit through the system.

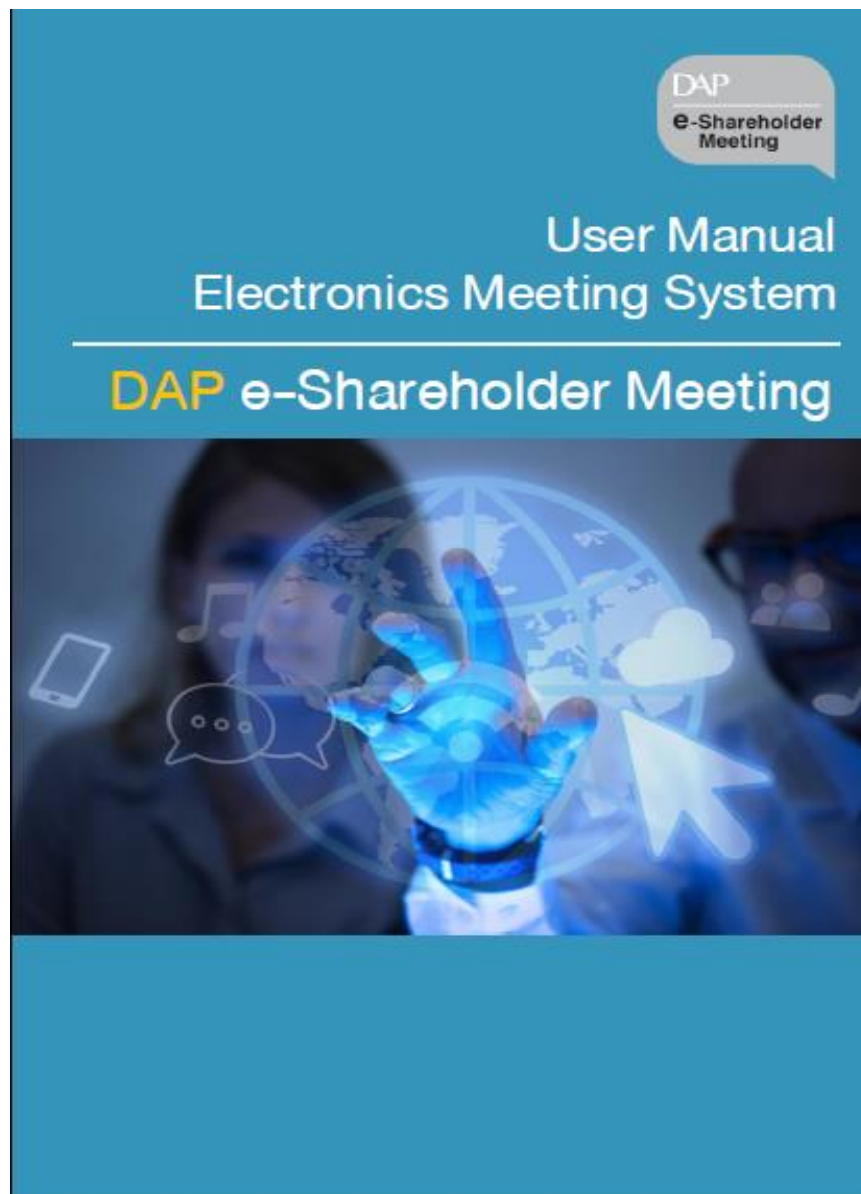
6. For Shareholders who would like to attend the Meeting through the Electronic Means by proxy, please appoint any person to act as your proxy or authorize the Company’s Independent Directors to attend and vote on your behalf.
7. For Shareholders who would like to attend the Meeting through the Electronic Means by yourself, please register through the provided system in accordance to the guidelines.

The system will be opened on 20 May 2021 and will be closed on 25 May 2021 at 17.00 hrs.

8. For Shareholders who authorize the Company’s Independent Directors to attend and vote on his or her behalf, please email the proxy with the Shareholder’s power of attorney prior 25 May 2021 to ir@ingress.co.th using the envelope enclosed with this letter and mail the hard copy to Ingress Industrial (Thailand) Public Company Limited. No. 9/141 UM Tower, Floor 14 Unit A1, Ramkhamhaeng Road, Suanluang, Bangkok, 10250 Thailand.

Manual to attend the Meeting by Electronic Means and login for
DAP e-Shareholder Meeting Connect

https://www.set.or.th/th/eservice/files/Shareholder_Manual_Book_20210223.pdf



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1 Preparation for DAP e-Shareholder Meeting



For registration, please prepare an electronic device with a camera.



PC Computer



Notebook



Tablet



Mobile

Access to DAP e-Shareholder Meeting via Web Browser.



Google Chrome
(Recommended)



Safari



Internet Explorer

Operating Systems Compatibility



iOS



android

Download Cisco WebEx Meeting application*



iOS



android

* If shareholders would not like to download the application, they can access via Web Browser

An identity document is required for proof of identity.



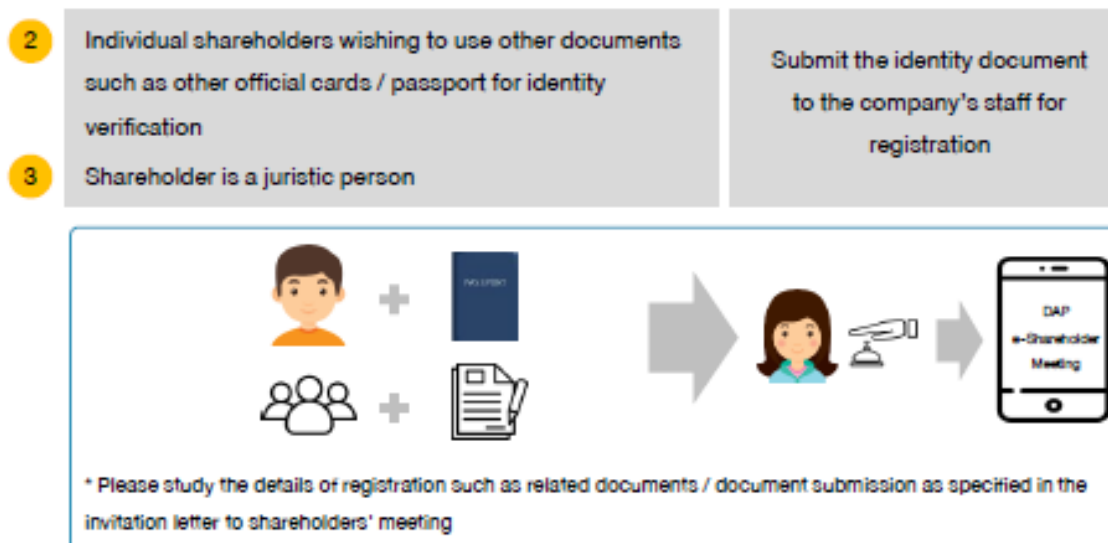
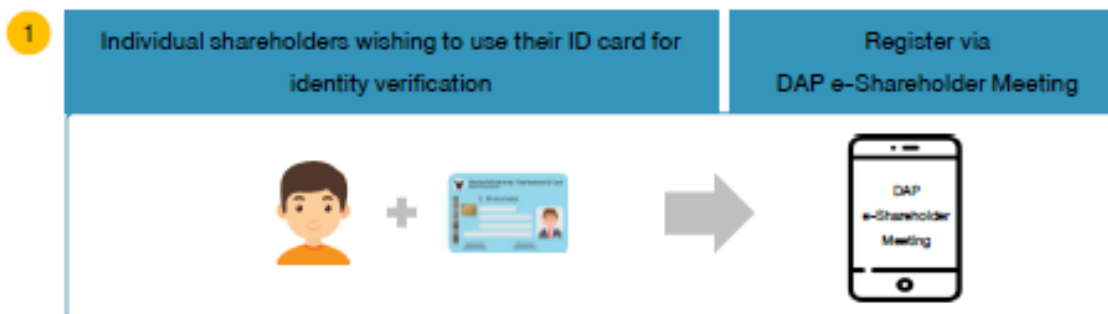
Identification Card

1 Preparation for DAP e-Shareholder Meeting



Registration for e-Shareholder Meeting

For shareholders who wish to attend the e-Shareholder meeting themselves



For shareholders who wish to appoint a proxy

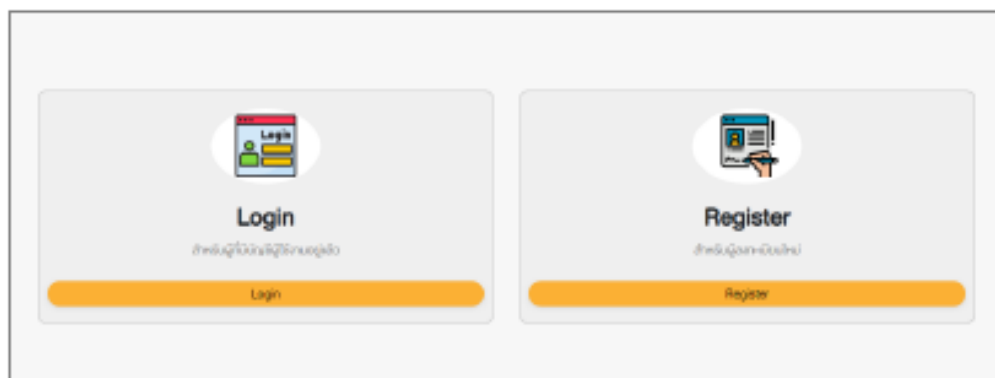
For shareholder who is unable to attend the meeting, they may appoint a proxy. Please find more information about proxy in the invitation letter to shareholders' meeting.

2

e-Registration

for individual shareholders wishing to use their ID card for identity verification

1. Register via the registration link provided in the invitation letter to shareholders' meeting
2. Select "Register"



3. Shareholders accept the terms and conditions for attending the shareholders' meeting via DAP e-Shareholder Meeting system by marking and pressing "OK" button

ข้อตกลงและเงื่อนไขในการเข้าประชุมผู้ถือหุ้นผ่านระบบ DAP e-Shareholder Meeting

ข้อตกลงและเงื่อนไขในการเข้าประชุมผู้ถือหุ้นผ่านระบบ DAP e-Shareholder Meeting
(สำหรับการลงมติของมติ)

ผู้ถือหุ้นที่ประสงค์จะลงคะแนนเพื่อเข้าประชุมผู้ถือหุ้นที่จัดประชุมโดยจัดตั้งผ่านระบบ DAP e-Shareholder Meeting สามารถยื่นขอที่จะปฏิบัติตามข้อกำหนดและเงื่อนไขในการเข้าประชุมผู้ถือหุ้นผ่านระบบ DAP e-Shareholder Meeting ดังต่อไปนี้ทุกประการ

1. สำคัญ
โปรดตกลงและเงื่อนไขในการเข้าประชุมผู้ถือหุ้นผ่านระบบ DAP e-Shareholder Meeting ฉบับนี้
ไว้หากมิฉะนั้นจะถือว่าผู้ถือหุ้นไม่ยินยอม

เนื่องจากระบบ DAP e-Shareholder Meeting มีการใช้เทคโนโลยีเพื่อช่วยพิสูจน์ตัวตนของผู้ถือหุ้นก่อนการอนุมัติ (Approve) ให้เข้าร่วมประชุมผ่านระบบ DAP e-Shareholder Meeting เช่น มีการใช้ข้อมูลภาพใบหน้าด้วยเทคโนโลยีตรวจสอบและจดจำใบหน้า (Face Recognition) ซึ่งข้อมูลดังกล่าวเป็นข้อมูลส่วนบุคคลที่มีความอ่อนไหวและมีค่าอันควรที่จะได้รับการคุ้มครองจากผู้จัดประชุมที่จัดตั้งขึ้น

ผู้ถือหุ้นยินยอมให้ผู้จัดประชุมเก็บรวบรวม ใช้ และเปิดเผยข้อมูลส่วนบุคคลที่มีความอ่อนไหวของผู้ถือหุ้น เพื่อวัตถุประสงค์ในการเข้าร่วมประชุมที่ผู้จัดประชุมได้จัดตั้งขึ้น

หากผู้ถือหุ้นได้ข้ามสถานะการผูกพันตามข้อตกลงและเงื่อนไขในการเข้าประชุมผู้ถือหุ้นผ่านระบบ DAP e-Shareholder Meeting รวมถึงการให้ความยินยอมที่เกี่ยวกับข้อมูลส่วนบุคคลที่มีความอ่อนไหวตามที่ระบุไว้ข้างต้นนี้แล้ว โปรดกดปุ่ม "ตกลง" ด้านล่างเพื่อดำเนินการต่อไป

2

e-Registration

for individual shareholders wishing to use their ID card for identity verification

4. Shareholders fill out information as specified, including:
 - 4.1 Name-Surname
 - 4.2 ID card number and laser code on the back of the ID card (Only fill in numbers, without ticks)
 - 4.3 Date of birth
 - 4.4 Email address
(Email address will be used as your username when logging in)
 - 4.5 Mobile phone number (Only fill in numbers, without ticks)
 - 4.6 Password and confirm password
5. Shareholders consent to receive documents in electronic format from the meeting organizer by marking
6. Click "Next"

Your password must be between
8-15 characters and must contain:

1. Uppercase letter
2. Lowercase letter
3. Number

First name (Thai language) *

Last name (Thai language) *

Identity Number * (No dash)

หมายเลขบัตรประชาชน * (No dash)

Date of birth *

Email *

Mobile number *

Password *

Confirm password *

ผู้ถือหุ้นตกลงยินยอมที่จะรับเอกสารในรูปแบบอิเล็กทรอนิกส์จากผู้จัดประชุม เช่น หนังสือเชิญประชุม เอกสารประกอบการประชุม เป็นต้น ผ่านอีเมลที่ผู้ถือหุ้นได้แจ้งไว้ ส่วนที่ตกลงยินยอมให้ผู้จัดประชุมใช้ข้อมูลที่ได้แจ้งไว้ข้างต้น เพื่อประโยชน์ในการติดต่อหรือหากดำเนินการที่ส่งผลกระทบต่อผู้ถือหุ้น

Cancel Previous Next

7. Click to request OTP, and the OTP will be sent to the mobile phone number you have entered

Use OTP รหัส OTP 0870000003

Send OTP

กรุณารอสั่ง OTP รหัส OTP

กรุณา รอสั่งรับรหัส OTP ใหม่ใน 30 วินาที

Ok Cancel

SET

รหัส OTP ใหม่ 389316

3 Joining the e-Meeting

Shareholders please log in to attend the e-meeting.

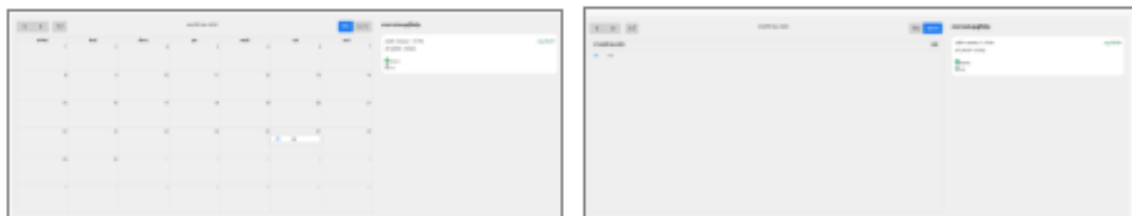
1. Log in at: <https://portal.eservice.set.or.th>
2. Select "Log in"
3. Enter username (email address that you have registered) and password
4. Enter OTP code sent to the mobile phone number that you have registered



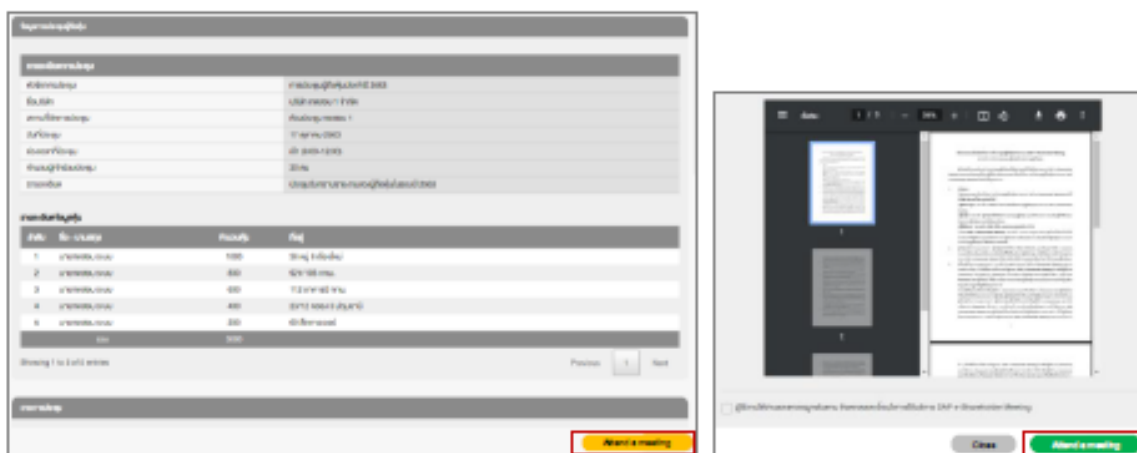
5. The system will show a list of all meetings that you have registered in advance. It allows you to switch between 2 different views.

5.1 Calendar View

5.2 List View



6. Click on a meeting. The system will display details such as meeting date, agenda of the meeting, and attached documents for each agenda.



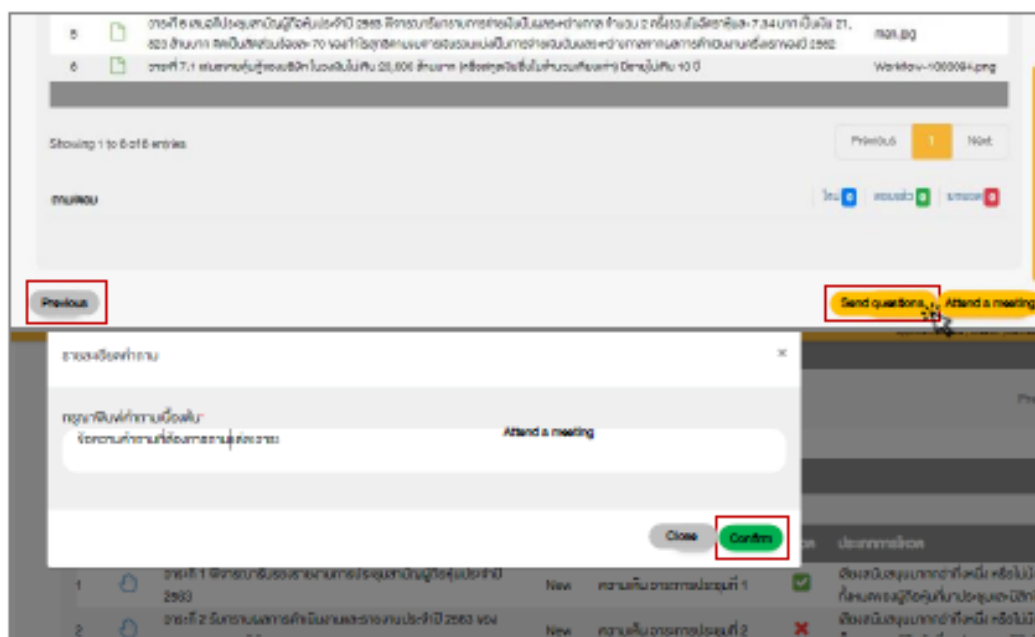
7. Click "Attend the meeting" in the lower right corner of the screen. Click "Attend the meeting" to agree to the terms and conditions of service before attending the meeting.
8. Shareholders enter the meeting via WebEx and wait for the host to start the meeting.

4 Asking Question Procedures

When the company allows questions from shareholders, shareholders who wish to ask questions in that agenda please go back to the DAP e-Shareholder Meeting system and follow steps below.

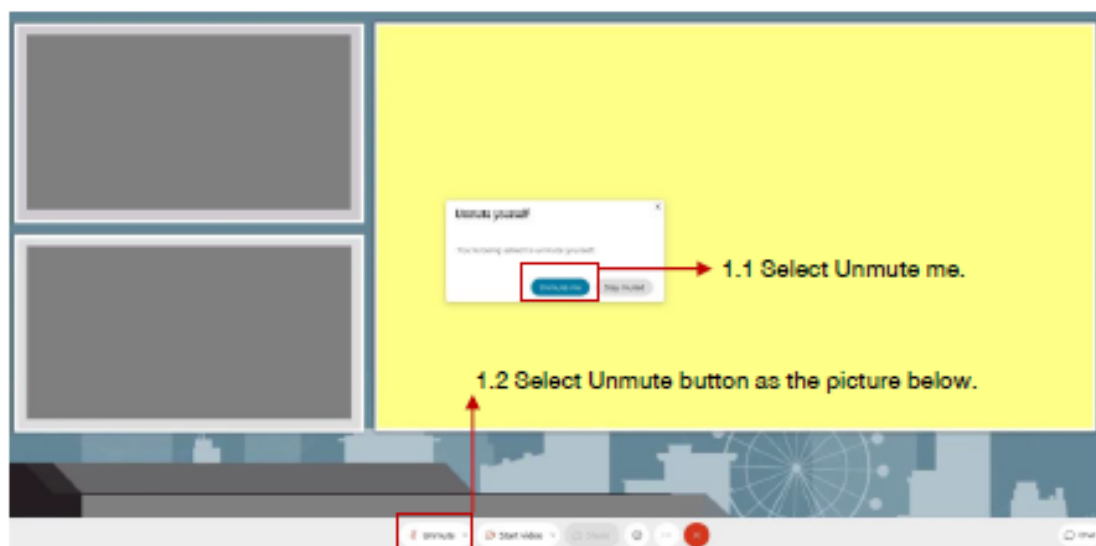
Request to ask questions

1. Request to ask questions by clicking "Send questions" button.
2. Type your question and select "Confirm" button. Your question will be added into a waiting list.



Asking questions when your name comes up

1. When you are allowed to ask questions, the company will call your name. Please turn on your microphone and camera (VDO) on WebEx to ask such question by yourself.



5 Voting Procedures

- During the voting period, the company will notify shareholders and open a voting system for each agenda. Please go back to the DAP e-Shareholder Meeting system and press the voting button.

លំដាប់	ឈ្មោះ	ស្ថានភាព	សម្រាប់សម្របសម្រួល	ស្ថានភាព	ព័ត៌មានបន្ថែម
1	កិច្ចសន្យា 1 វិភាគលទ្ធផលការងាររបស់ក្រុមហ៊ុនឆ្នាំ 2023	New	សម្រាប់សម្របសម្រួល	✓	ព័ត៌មានបន្ថែមអំពីកិច្ចសន្យា 1 ឆ្នាំ 2023 របស់ក្រុមហ៊ុន
2	កិច្ចសន្យា 2 ការប្រកាសលទ្ធផលការងាររបស់ក្រុមហ៊ុនឆ្នាំ 2023 របស់ក្រុមហ៊ុន	New	សម្រាប់សម្របសម្រួល	✗	ព័ត៌មានបន្ថែមអំពីកិច្ចសន្យា 2 ឆ្នាំ 2023 របស់ក្រុមហ៊ុន
3	កិច្ចសន្យា 3 ការប្រកាសលទ្ធផលការងាររបស់ក្រុមហ៊ុនឆ្នាំ 2023 របស់ក្រុមហ៊ុន	New	សម្រាប់សម្របសម្រួល	✓	ព័ត៌មានបន្ថែមអំពីកិច្ចសន្យា 3 ឆ្នាំ 2023 របស់ក្រុមហ៊ុន

- Choose the agenda to vote. There are 3 voting options: "Approve", "Disapprove" and "Abstain".


កិច្ចសន្យា 1 វិភាគលទ្ធផលការងាររបស់ក្រុមហ៊ុនឆ្នាំ 2023

សម្រាប់សម្របសម្រួល

យល់ព្រម / Approve
 មិនយល់ព្រម / Disapprove
 មិនចូលរួម / Abstain

Vote

Remark : Voting can be operated in a manner similar to physical meetings. Only shareholders who wish to vote "Disapprove" or "Abstain" are required to voice their stands. For shareholders who wish to vote "Approve", no action is required. In this regard, the company must notify shareholders of voting conditions prior to the meeting.

- After the closing of voting in each agenda, the company will announce results. Shareholders can check the results of each agenda by clicking the  icon.

Vote/ឆ្នោត

លំដាប់	ឈ្មោះ	ស្ថានភាព
1	កិច្ចសន្យា 1 វិភាគលទ្ធផលការងាររបស់ក្រុមហ៊ុនឆ្នាំ 2023	✗
2	កិច្ចសន្យា 2 ការប្រកាសលទ្ធផលការងាររបស់ក្រុមហ៊ុនឆ្នាំ 2023 របស់ក្រុមហ៊ុន	✓
3	កិច្ចសន្យា 3 ការប្រកាសលទ្ធផលការងាររបស់ក្រុមហ៊ុនឆ្នាំ 2023 របស់ក្រុមហ៊ុន	✓

Summary of the voting results

ឈ្មោះ	លទ្ធផល	សរុប
យល់ព្រម	0	0%
មិនយល់ព្រម	0	0%
មិនចូលរួម	0	0%
សរុប	0	0%

6 Resetting password

To retrieve your password, shareholders can reset password by clicking "Forgot Password" button.

The screenshot shows a login form with the following elements:

- Login** header
- User name** field with placeholder "User name"
- Password** field with placeholder "Password"
- Login** button
- New registration** link
- Forgot password?** button, highlighted with a red rectangular box.

There are 2 options to reset your password:

1. Reset password by using email

Enter your registered email

The dialog box titled "Forgot password" contains:

- Email*** field with placeholder "Email"
- Instruction: "Please enter the registered email address"
- Link: "Password reset with mobile number"
- Close** and **Submit** buttons.

Check your inbox

The screen shows a green checkmark icon and the Thai text "สำเร็จ" (Success). Below it is the URL "http://www.annualgeneralmeetingofshareholders.com" and a yellow **Close** button.

Set new password

The form titled "ยืนยันรหัสผ่าน" (Confirm password) includes:

- Email** field with placeholder "Email@domain.com"
- รหัสผ่าน** (Password) field with placeholder "รหัสผ่าน"
- ยืนยันรหัสผ่าน** (Confirm password) field with placeholder "ยืนยันรหัสผ่าน"
- Confirm** button.

2. Reset password by using OTP

Click the link to reset password by using mobile phone

The dialog box titled "Forgot password" contains:

- Email*** field with placeholder "Email"
- Instruction: "Please enter the registered email address"
- Link: "Password reset with mobile number"
- Close** and **Submit** buttons.

Enter your mobile phone number

The dialog box titled "Forgot password" contains:

- Mobile number*** field with placeholder "Mobile number"
- Instruction: "Please enter the registered mobile address"
- Link: "Password reset with email"
- Close** and **Submit** buttons.

Request for OTP and enter OTP

The screen titled "ยืนยันรหัสผ่าน" (Confirm password) shows:

- Text: "โปรดใส่ OTP ที่ส่งไปที่ 087XXXXX63"
- Five input fields for the OTP code.
- A red arrow pointing to a yellow **ขอรับ OTP** (Request OTP) button.

Set new password

The form titled "ยืนยันรหัสผ่าน" (Confirm password) includes:

- Text: "โปรดใส่ OTP ที่ส่งไปที่ 087XXXXX63"
- รหัสผ่าน** (Password) field with placeholder "รหัสผ่าน"
- ยืนยันรหัสผ่าน** (Confirm password) field with placeholder "ยืนยันรหัสผ่าน"
- ยืนยัน** (Confirm) button.

To download user manual,



shareholders could visit the website:

<https://www.set.or.th/e-shareholder-meeting>



Or scan the following QR Code:



DAP e-Shareholder Meeting

Operated by Digital Access Platform Co., Ltd., a subsidiary of SET Group