

### Form to Report on Names of Members and Scope of Work of the Audit Committee

The Company's board of directors meeting No. 20/2562/472, held on December 18<sup>th</sup>, 2019, resolved the meeting's resolutions in the following manner:

☐ Appointment of the audit committee:

☐ Chairman of the audit committee

☐ Member of the audit committee

As follows:

, the appointment of which shall take an effect as of.....

☒ Determination/Change in the scope of duties and responsibilities of the audit committee with the following details:

Amend the audit committee charter by adding the scope of duties and responsibilities of the audit committee detailed below

, the determination or change of which shall take an effect as of December 18<sup>th</sup>, 2019

The audit committee is consisted of:

1. Chairman of the audit committee, Mr. Achporn Charuchinda remaining term in office 2 years 3 months
2. Member of the audit committee, Mr. Sethaput Suthiwart-Narueput remaining term in office 2 years 3 months
3. Member of the audit committee, Mr. Dechapiwat Na Songkhla remaining term in office 3 months
4. Member of the audit committee, Mrs. Angkarat Priebjivat, remaining term in office 1 year 3 months

Secretary of the audit committee, Ms. Jutima Lalitkul

The audit committee numbers 1, 2, 3, and 4 have adequate expertise and experience to review creditability of the financial reports.

The audit committee of the company has the scope of duties and responsibilities to the Board of Directors on the following matters:

(1) To establish the audit committee charter compatible with the Company's scope of work and responsibilities. The charter must be approved by the Board and revised at least once a year.

(2) To review the Company's financial reports with the external auditor on a quarterly basis to ensure accuracy, credibility and adequacy.

(3) To ensure that the Company's activities are performed in compliance with the securities and exchange laws, SET requirements, other laws related to the business, regulations, procedures, cabinet resolutions, including the Company's rules and regulations.

(4) To review connected transactions or transactions with potential conflicts of interest to ensure that these transactions comply with the laws and SET's regulations and that they are reasonable as well as in the best interests of the Company, and review transactions with potential corruption affecting the Company's operations.

(5) To review the efficiency and effectiveness of internal control processes, risk management, and governance.

(6) To oversee and monitor internal audit process to ensure that the process are appropriate and efficient as well as ensure independence of the Internal Audit Division in order to enhance internal audit performance.

(7) To evaluate Internal Audit Division performance including audit problems and difficulties at least once a fiscal year and report the results and its suggestion for improving the performance to the Board.

(8) To consider, select and propose an appointment of an external auditor including release, and to propose the audit's remuneration to the Board as well as attend a non-executive meeting with the external auditor from the State Audit Office of the Kingdom of Thailand (SAO) or the external auditor endorsed by SAO at least once a year to review audit findings and other issues, and recommend reviews or audit of any items, if necessary.

(9) To endorse appointments, transfers, release, promotion, and performance appraisal of the Head of the Internal Audit Division by seeking advices from the President and Chief Executive Officer. The Audit Committee will appoint an Investigation Committee to investigate the Head of the division in case he or she is suspected of noncompliance to laws, the Company's rules and regulations, and the Good Corporate Governance and Business Ethics of the PTTEP Group

(10) To approve the risk based internal audit plan

(11) To endorse budget, division structure and manpower of the Internal Audit Division for the management to propose to the Board

(12) To approve the charter of the Internal Audit Division

(13) To approve the Conflict of Interest Declaration Form when the Head of the Internal Audit Division has to conduct the audit field work

(14) To endorse the results from audits which were approved in the annual audit plan as well as special audit request

(15) Chairman of the Audit Committee or a member has to attend the shareholders' meeting to answer questions in regard to the Committee's duties or the appointment of the external auditor

(16) To review the correctness of self-assessment and related documents in regard to the Anti-Corruption measures in reference to Thailand's Private Sector Collective Action Coalition Against Corruption (CAC)

(17) To perform other duties as assigned by the Board upon its consent

(18) To report the Audit Committee performance to the Board at least on a quarterly basis, except for the fourth quarter, which requires as the annual report. While has to be submitted to the regulating ministry of the Company's parent company, and the Ministry of Finance for acknowledgment

The annual report in the Company's annual report must be signed by the audit committee's chairman and consist of at least the following information:

- (a) an opinion on the accuracy, completeness and creditability of the Company's financial report,
- (b) an opinion on the adequacy of the Company's internal control system,
- (c) an opinion on the compliance with the law on securities and exchange, the Exchange's regulations, or the laws relating to the Company's business,
- (d) an opinion on suitability of an auditor,
- (e) an opinion on the transactions that may lead to conflicts of interests,
- (f) the number of the audit committee meetings, and the attendance of such meetings by each committee member,
- (g) an opinion or overview comment received by the audit committee from its performance of duties in accordance with the charter, and
- (h) other transactions which, according to the audit committee's opinion, should be known to the shareholders and general investors, subject to the scope of duties and responsibilities assigned by the Company's board of directors.

The company hereby certifies that

1. The qualifications of the aforementioned members meet all the requirements of the Stock Exchange of Thailand; and
2. The scope of duties and responsibilities of the audit committee as stated above meet all the requirements of the Stock Exchange of Thailand



Signed ..... Director

(Mr. Phongsthorn Thavisin)

President and Chief Executive Officer