



บริษัท ปตท.สำรวจและผลิตปิโตรเลียม จำกัด (มหาชน)  
PTT Exploration and Production Public Company Limited  
A Company of PTT Group

ศูนย์อำนวยการคอมเพล็กซ์ อาคาร A ชั้น 19-36  
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PTTEP 13143/00-1898/2024

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12 February 2024

President  
The Stock Exchange of Thailand  
93 Ratchadapisek Road, Dindaeng  
Bangkok 10400

Dear Sir,

Subject: Agendas for the 2024 Annual General Shareholders' Meeting

Reference: Letter No. PTTEP 13143/00-0363/2024, dated 30 January 2024

The Board of Directors of PTT Exploration and Production Public Company Limited or PTTEP at the meeting on 30 January 2024 has resolved to hold the 2024 Annual General Shareholders' Meeting (AGM) on Monday, 1 April 2024 at 14.30 hrs. via electronic means (E-Meeting) according to the Emergency Decree on Electronic Meetings B.E. 2563 (2020) and other related laws and regulations. PTTEP has fixed the Record Date on which shareholders have the right to attend the 2024 AGM and to receive dividends as 20 February 2024. The dividend will be paid on 22 April 2024, subject to approval from the 2020 AGM.

The Meeting agendas are as follows:

Agenda Item 1 To acknowledge the 2023 performance results and 2024 work plan of the Company

The Board of Directors' opinion: The Meeting should acknowledge the 2023 performance results including the financial statements and other matters as illustrated in the 56-1 One Report 2023 with Sustainability Report Incorporated. The Meeting should also acknowledge the Company's 2024 work plan which will be presented in the Meeting.

Agenda Item 2 To approve the financial statements for the year ended 31 December 2023

The Board of Directors' opinion: The Meeting should approve the financial statements for the year ended 31 December 2023 which have been audited by the Auditor, reviewed by the Audit Committee and endorsed by the Board of Directors.

-2-/ Agenda...

Agenda Item 3

To approve the dividend payment for 2023 performance

The Board of Directors' opinion: The Meeting should acknowledge the interim dividend payment and approve the annual dividend payment for 2023 at 9.50 Baht per share. The Company has already made the interim dividend payment for the 2023 first-half-year operations on 29 August 2023 at the rate of 4.25 Baht per share from unappropriated retained earnings under the Petroleum Income Tax Act. The remaining 2023 dividend of 5.25 Baht per share will be paid from unappropriated retained earnings under the Petroleum Income Tax Act and shall be paid on 22 April 2024, after obtaining approval from the 2024 AGM. The shareholders entitled to receive the dividend are those appearing on the shareholder list as of the Record Date on 20 February 2024.

Agenda Item 4

To appoint the auditor and consider the audit fee for financial statements for the year 2024

The Board of Directors' opinion: The Meeting should approve the appointment of Ms. Amornrat Pearmpoonvatanasuk, Certified Public Accountant Registration No. 4599, or Mr. Boonrueng Lerdwiseswit, Certified Public Accountant Registration No. 6552, or Mr. Kan Tanthawirat, Certified Public Accountant Registration No. 10456, auditors from PricewaterhouseCoopers ABAS Ltd., to serve as the auditor of PTTEP for the year 2024 with the audit fee for the financial statements for the year 2024 of Baht 6.50 million as proposed by the Audit Committee. This proposal has been endorsed by the Board of Directors.

Agenda Item 5

To approve the Board of Directors' and the sub-committees' remuneration

The Board of Directors' opinion: The Meeting should approve the remuneration package of the Board of Directors and sub-committees for the year 2024 i.e. Retainer fee, Meeting fee, and 2023 Bonus of the Board of Directors, at the same rate according to the resolution of the Annual General Shareholders' Meeting for the Year 2023. The Nominating and Remuneration Committee has duly reviewed this proposal, which has been endorsed by the Board of Directors as follows.

-3-/ Remuneration...

Remuneration	Year 2024 (Current Proposal)	Year 2023
1. Board of Directors		
1.1 Retainer fee (paid in full month)	Baht/person/month	Baht/person/month
• Chairman	50,000	50,000
• Director	40,000	40,000
1.2 Meeting fee (for those in attendance only)	Baht/person/time	Baht/person/time
• Chairman	62,500	62,500
• Director	50,000	50,000
2. The Standing Sub-committees in accordance with the Company's Articles of Association		
Meeting fee (for those in attendance only)	Baht/person/time	Baht/person/time
• The Chairman of the sub-committees	56,250	56,250
• Member of the sub-committees	45,000	45,000
3. Other Remuneration	None	None
4. Directors' Bonus*	The rate of 0.2 percent of annual net profit with total limit of 60 million Baht	The rate of 0.2 percent of annual net profit with total limit of 60 million Baht
<p><u>*Remark:</u></p> <p>The bonus will be payable to the Board of directors at the rate of 0.2 percent of annual net profit as stated in the Company's consolidated annual financial statement as approved by the shareholders in each year with a total limit of 60 million Baht, provided that the company pays dividend to shareholders. The bonus payment will be adjusted according to each director's office period. The Chairman of the Board will receive a 25 percent increase.</p>		

#### Agenda Item 6

To approve the appointment of new directors in replacement of those who are due to retire by rotation and **who resigned**

The Board of Directors' opinion:

The Meeting should elect 5 director nominees as follows:

- |                      |  |
|----------------------|--|
| (1) Mr. Krairit      | To serve directorship for another term |
| Euchukanonchai       |  |
| (2) Mr. Pitipan      | To be replaced by Mr. Thongthit        |
| Tepartimargorn       | Chayakula                              |
| (3) Mrs. Angkarat    | To be replaced by Mr. Phongsthor       |
| Priebjrivat          | Thavisin                               |
| (4) Mrs. Natjaree    | To serve directorship for another      |
| Anuntasilpa          | term                                   |
| (5) Admiral Thanarat | To be replaced by Admiral Pokkrong     |
| Ubon*                | Monthatpalin                           |

-4-/ \*Admiral...

\* Admiral Thanarat Ubon resigned from the position of the director with effect on 1 September 2023. PTTEP has been actively engaged in the nomination process for a successor since that time. Therefore, PTTEP would like to propose the Meeting to consider and elect the appropriated person to fill the vacancy left by Admiral Thanarat in this Meeting.

The Nominating and Remuneration Committee has duly reviewed this proposal which has been endorsed by the Board of Directors. All nominees are qualified according to PTTEP's definition of independent director. Besides, the directors who are considered to have potential conflicts of interest in this election were not in the meeting room and did not vote for the proposal at the Board of Directors' meeting.

Agenda Item 7

Other Matters (if any)

PTTEP will publicize the Notice of 2024 Annual General Shareholders' Meeting together with details on the procedures for attending the E-Meeting and related documents on the Company's website ([www.pttep.com](http://www.pttep.com)) under the Investor Relations/Shareholder Information/Shareholders' Meeting section on 1 March 2024.

Please be informed accordingly.

Sincerely yours,

*Yaninee Wajeepratubjit*

Yaninee Wajeepratubjit

Company Secretary