



Invitation to the 2024 Annual General Shareholders' Meeting

PTT Exploration and Production Public Company Limited
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.

Guidelines for Attending the Meeting

Please carefully study the details of procedures and documents required for attending the meeting (E-Meeting) and proxy granting according to Attachment 5.
The system for Pre-Registration will be available from 18 March 2024 at 8.30 hrs.
until the end of the meeting on 1 April 2024.

Shareholders are welcome to submit relevant questions prior to the meeting.

Please include name, telephone number, email address (if any)
in the following channel: E-mail: CorporateSecretary@pttep.com or fax no. 0-2537-4500.



No. PTTEP 13143/00-2510/2024

1 March 2024

Subject: Invitation to 2024 Annual General Shareholders' Meeting

To: Shareholders

- Attachment:
1. 56-1 One Report 2023 with Sustainability Report Incorporated (electronic files via QR Code) and the Notification of Meeting
 2. Duties and responsibilities of PTTEP Sub-Committees
 3. PTTEP Definition of Independent Director
 4. Information of the Director Nominees to be elected as PTTEP directors
 5. Procedures for Attending the 2024 Annual General Shareholders' Meeting (E-Meeting), document required for meeting attendance, and proxy granting
 6. Envelope for returning Proxy Form to PTTEP
 7. Proxy Form B. (Proxy Forms A. or C. can be downloaded from website: www.pttep.com)
 8. Name List and Details of PTTEP Independent Directors to be used with Proxy of shareholders
 9. PTTEP Articles of Association, the Public Limited Company Act and the Securities and Exchange Act concerning the Shareholders' Meeting and Vote Casting
 10. PTTEP Guidelines on Personal Data Processing for Shareholders Meeting

PTT Exploration and Production Public Company Limited (PTTEP) would like to invite all shareholders to attend the 2024 Annual General Shareholders' Meeting 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 as 20 February 2024. The agenda items for the meeting are as follows:

- 2 -/ Agenda Item 1 ...

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

Related Information:

The 2023 Company's performance results are detailed in Attachment 1, whereas the 2024 work plan of the Company will be presented on the Meeting day.

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.**

Related Information:

PTTEP's financial statements for the year ended 31 December 2023 have been audited by the auditor, reviewed by the Audit Committee and endorsed by the Board of Directors. The details of the financial statements are in Attachment 1 with a summary comparison to the previous year as follows:

Items	Million US Dollar		Million Baht	
	2023	2022	2023	2022
Total Assets	26,380	25,168	902,821	869,865
Total Liabilities	11,787	11,653	403,378	402,744
Total Equity	14,593	13,515	499,443	467,121
Total Revenues	9,057	9,660	315,216	339,902
Profit for the year - Owners of the parent	2,208	1,999	76,706	70,901
Basic earnings per share	0.54 (US Dollar/Share)	0.51 (US Dollar/Share)	18.89 (Baht/Share)	17.94 (Baht/Share)

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.

Agenda Item 3 To approve the dividend payment for 2023 performance.**Related Information:**

It is the policy of the Company that PTTEP, under normal circumstances, will pay dividend to shareholders of not less than 30 percent of net income after tax. According to the Public Company Act B.E. 2535 Section 115 and the Company's Articles of Association Clause 32, PTTEP's Board of Directors may resolve to pay the interim dividend to shareholders in case that the Company has adequate profits, and subsequently inform the shareholders at the next shareholders' meeting.

For the year ended 2023, PTTEP reported total revenue of US Dollar 9,057 million; net profit of US Dollar 2,208 million; total assets of US Dollar 26,380 million; total liabilities of US Dollar 11,787 million; equity of US Dollar 14,593 million; unappropriated retained earnings of US Dollar 10,531 million and cash and cash-equivalents, including short-term investments of US Dollar 4,219 million. The Company's Board of Directors has considered that PTTEP should pay dividends for the 2023 year of operations to the Company's shareholders at the rate of 9.50 Baht per share, or dividend payout of approximately 49%; represents an annualized dividend yield of 6.35%. The proposed dividend payment is consistent with the Company's operating performance and the dividend yield is within range of investors' expectation as well as within the peers group. The dividend payment also complies with the Company's dividend policy, has no impact to the Company's liquidity and capital structure, and takes into account the Company's investment plan.

The Company has already made the interim dividend payment for the 2023 first-half-year operations at the rate of 4.25 Baht per share, and will pay the remaining 2023 dividend at the rate of 5.25 Baht per share from unappropriated retained earnings under the Petroleum Income Tax Act, and shall be payable 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, 20 February 2024.

The dividend payment in Baht is made in reference to the Company performance in US Dollars, and the weighted-average interbank exchange rate published by the Bank of Thailand 1 business day prior to the Board meeting date.

The dividend payment record for 2023 and 2022 are per the table below:

Details of Dividend Payment	2023		2022	
	USD	Baht	USD	Baht
1. Net income (Million)	2,208		1,999	
2. Basic Earnings per Share	0.54		0.51	
3. Dividend Payout Ratio (Percentage)*	49		53	
4. Total Dividend Payment (per Share)		9.50		9.25
4.1 First-half-year Operations Dividend		4.25		4.25
4.2 The Remaining Dividend		5.25		5.00
5. Total Dividend Amount (Million)		37,715		36,722
6. Number of Shares (Million)				
6.1 At the interim dividend payment		3,970		3,970
6.2 At the remaining dividend payment		3,970		3,970

* Remark : Dividend Payout Ratio calculated based on weighted-average interbank exchange rate published by the Bank of Thailand 1 business day prior to the Board meeting date.

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.

Related Information:

PTTEP is an auditee of the State Audit Office of the Kingdom of Thailand (SAO) and a government agency in accordance with the Organic Act on State Audit B.E. 2561 (2018) and the State Financial and Fiscal Discipline Act, B.E. 2561 (2018) (the State Financial and Fiscal Discipline Act), respectively. SAO, therefore, has the authority and duty to audit PTTEP's financial statements. However, SAO requested for cooperation from PTTEP to engage other auditor by referring to section 71 of the State Financial and Fiscal Discipline Act. SAO or other auditor approved by SAO has to audit the financial statements of government agencies. PTTEP, therefore, arranged a tender to select an auditor and appointed the auditors from PricewaterhouseCoopers ABAS Ltd. (PwC) as the independent auditors.

The Audit Committee considered qualifications of the auditors from both the technical side, reviewing their experience and qualifications, and the commercial side. This consideration resulted in the opinion that PwC is a reliable audit firm with a high performance record and a sufficient number of qualified staff. The Audit Committee proposed that the auditors from PwC as listed below be appointed as the independent auditors of PTTEP for the year 2024 to the Board of Directors to propose to shareholders for their approval.

- (1) Ms. Amornrat Pearmpoonvatanasuk* Certified Public Accountant Registration No. 4599 or
- (2) Mr. Boonrueng Lerdwiseswit Certified Public Accountant Registration No. 6552 or
- (3) Mr. Kan Tanthawirat Certified Public Accountant Registration No. 10456

* Remark : Ms. Amornrat Pearmpoonvatanasuk was the auditor responsible for auditing and expressing opinion on PTTEP's financial statements for the year 2020 - 2023 or 4 years.

Whereby one of the proposed auditors may be appointed to perform the audit and express an opinion with regard to PTTEP's financial statements with the audit fee for the financial statements for the year 2024 of Baht 6.50 million, which is the same rate as the audit fee for the year 2023.

SAO has approved the proposed auditors from PwC above as auditors of PTTEP's financial statements for the year 2024. In addition, the proposed auditors have qualifications that comply with the guidelines of the Securities and Exchange Commission (SEC) and they have no relationship or conflict of interest with PTTEP, its subsidiaries, management, major shareholders, or their related parties. Therefore, the proposed auditors are accordingly independent to audit and express their opinion for PTTEP's financial statements. Furthermore, even though some of PTTEP's subsidiaries are audited by other auditors, PTTEP's Board of Directors is responsible for ensuring that the financial statements of those subsidiaries are completed within their schedules.

Additional information:

PTTEP's and its subsidiaries' audit fees and non-audit fees are as follows.

Audit fees

In 2023, PTTEP and its subsidiaries had total Audit Fees of Baht 71.66 million. Of this amount, Baht 23.54 million was for the audit firm of PTTEP (PwC) and person or companies related to the auditor and the audit firm.* The remaining amount of Baht 48.12 million was for other firms.

In 2022, PTTEP and its subsidiaries had total Audit Fees of Baht 63.82 million. Of this amount, Baht 22.12 million was for PwC and person or companies related to the auditor and the audit firm.* The remaining amount of Baht 41.70 million was for other firms.

*Remark: In accordance with the definition of SEC

Non-audit fees

In 2023, PTTEP and its subsidiaries had non-audit fees to PwC and person or companies related to the auditor and the audit firm, for a total of Baht 68.88 million. Of this amount, Baht 38.16 million was for consulting services for M&A in the areas of Financial Due Diligence, tax and accounting which were deal-specific or one-off transactions and were totally procured through a bidding process. The remaining amount was for other services, such as tax services and special purpose audit which also mostly procured through a bidding process. The non-audit fees to PwC and person or companies related to the auditor and the audit firm of Baht 68.88 million is approximately 20% comparing to all non-audit fees in 2023 which includes charges from other service companies.

In 2022, PTTEP and its subsidiaries had non-audit fees to PwC and persons or companies related to the auditor and the audit firm for a total of Baht 39.87 million. Of this amount, Baht 19.95 million was for consulting services for M&A in the areas of Financial Due Diligence, tax and accounting which were deal-specific or one-off transactions and were mostly procured through a bidding process. The remaining amount was for other services, such as tax services and special purpose audit which also mostly procured through a bidding process.

Board of Directors' Opinion:

The Meeting should approve the appointment of Ms. Amornrat Pearmpoonvatanasuk, Certified Public Accountant Registration No. 4599, or Mr. Boonrueng Lerdwisewit, 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 subsequently endorsed by the Board of Directors.

Agenda Item 5 To approve the Board of Directors' and the sub-committees' remuneration.**Related Information:**

The Public Companies Limited Act, B.E. 2535 (1992) requires the remuneration of the Board of Directors to be determined by the resolution of the Annual General Shareholders' Meeting. In 2024, the Nominating and Remuneration Committee compared the remuneration of the Board of Directors and sub-committees both with leading companies and within the PTT Group. Additionally, the remuneration considerations include factors and appropriateness according to good corporate governance principles, along with the Company's operating results, the directors' performance, as well as their duties and responsibilities. The Board of Directors concluded that the retainer fee, meeting fee, and director's bonuses are appropriate and comparable to those of companies listed on the Stock Exchange of Thailand (SET 50) and the PTT Group. Therefore, the Nominating and Remuneration Committee considers it appropriate to maintain all items of the remuneration package at the same rate as approved by the 2023 Annual General Shareholders' Meeting. Details are as follows:

- 7 -/ Monthly fee ...

Monthly fee, Meeting fee, Bonus and Other Remuneration

Remuneration ⁽¹⁾	2024 (Year of Proposal)	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 to the Company's Article of Association		
2.1 Meeting fee (for those in attendance only)	Baht/person/time	Baht/person/time
• The Chairman of the sub-committees	56,250	56,250
• Director	45,000	45,000
3. Other Remuneration	None	None
4. Directors' Bonus ⁽²⁾	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
Remark:		
(1) The Chairman of the Board shall receive a 25 percent increase of the fees.		
(2) Directors' Bonus : 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 with total limit of 60 million Baht as previously approved by the shareholders, if the company pays dividend to shareholders and adjust according to each director's office period. The Chairman of the Board shall receive a 25 percent increase.		

To prevent any special conflict of interest, directors who are shareholders and independent directors holding proxies must abstain from voting on this agenda, unless shareholders clearly specify their votes in Proxy Form B or C.

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.

Agenda Item 6 To approve the appointment of new directors in replacement of those who are due to retire by rotation and who resigned.

Related Information:

The Public Companies Limited Act, B.E. 2535 (1992) and Article 11 of the Company's Articles of Association require one-third of the PTTEP directors who have served the longest, to retire at every annual general meeting when their term of office ends.

At the 2024 Annual General Shareholders' Meeting, 5 PTTEP directors are due to complete their terms. These directors qualify as independent directors according to PTTEP's criteria for independent directors, listed as follows:

- | | | |
|-----|----------------------------|---|
| (1) | Mr. Krairit Euchukanonchai | Chairman and Chairman of the Independent Directors Committee |
| (2) | Mr. Pitipan Teparimargorn | Independent Director, Chairman of the Risk Management Committee and Member of the Nominating and Remuneration Committee |
| (3) | Mrs. Angkarat Priebjrivat | Independent Director and Member of the Audit Committee |
| (4) | Mrs. Natjaree Anuntasilpa | Independent Director and Member of the Audit Committee |
| (5) | Admiral Thanarat Ubol* | Independent Director and Chairman of the Corporate Governance and Sustainability Committee |

*Note: Admiral Thanarat Ubol resigned from his position as a PTTEP director, effective 1 September 2023. PTTEP has since been seeking a qualified individual to fill this vacancy and is now proposing that this general meeting considers and elects a suitably qualified person to succeed Admiral Thanarat.

In the director nomination process, PTTEP invited shareholders to nominate candidates with suitable qualifications for consideration to be elected as PTTEP directors from 1 September to 30 November 2023. This was announced via the Stock Exchange of Thailand's news system and on PTTEP's website. However, no shareholder submitted nominations.

The Nominating and Remuneration Committee recruited candidates for directorship by focusing on a skill mix that matches the PTTEP Board's composition, qualifications, skills, experience, expertise, term of office, and proposals from PTT Public Company Limited, the major shareholder, following a thorough vetting process. Having confirmed that these individuals meet all relevant qualifications and are suited to PTTEP's business needs, the Nominating and Remuneration Committee proposes nominating five people as PTTEP directors. These nominations are for consideration and election at the 2024 Annual General Shareholders' Meeting to replace directors whose terms expire in 2024, including those who have resigned.

- | | | |
|-----|-------------------------------|--|
| (1) | Mr. Krairit Euchukanonchai | To be elected as director for another term |
| (2) | Mr. Thongthit Chayakula | To be elected to replace Mr. Pitipan Teparimargorn |
| (3) | Mr. Phongsthorn Thavisin | To be elected to replace Mrs. Angkarat Priebjrivat |
| (4) | Mrs. Natjaree Anuntasilpa | To be elected as director for another term |
| (5) | Admiral Pokkrong Monthatpalin | To be elected to replace Admiral Thanarat Ubol |

The PTTEP Board of Directors considers the 5 nominated individuals suitable for election as PTTEP directors due to their qualifications and skills aligning with the targeted skill mix and/or other skill areas currently underrepresented on the board. Their expertise spans the energy sector, science and technology, engineering, economics, security, safety, and more, contributing to strategic planning for PTTEP's operations and reinforcing the strength of its petroleum exploration, production, and new business ventures. Electing these individuals as directors will contribute to the continuation and expansion of PTTEP's operations, aligning with its strategic goals for international standing and sustainable growth.

- (1) Mr. Krairit Euchukanonchai is to be elected for another term as a PTTEP director due to his comprehensive knowledge, expertise, and experience in the business sector. He is skilled in managing complex, large organisations and possesses a thorough understanding of the energy business, including strategic energy planning. Mr. Euchukanonchai is adept at guiding PTTEP in developing corporate strategies and managing corporate risks effectively, while also embracing opportunities in both the petroleum exploration and production sectors and new business ventures. Additionally, he contributes to generating added value from current projects, ensuring the organisation's sustainable growth.
- (2) Mr. Thongthit Chayakula is to be elected as a director to replace Mr. Pitipan Teparimargorn due to his knowledge and expertise in engineering, innovation, research and development, and the application of technology. He has previously held roles as a director and independent adviser for government agencies, state enterprises, and various large-scale projects. He has demonstrated an understanding and vision for sustainable growth and national prosperity. Currently, he is on the Digital Infrastructure Committee of the National Digital Economy and Society Commission, with insight into leveraging digital technology and communications for organisational development. This expertise will benefit PTTEP in technology advancement and business opportunity creation.

- (3) Mr. Phongsthorn Thavisin is to be elected as a director to replace Mrs. Angkarat Priebjivat due to his extensive knowledge and expertise in petroleum exploration and production, both domestically and internationally. His experience includes managing various projects and serving as the former CEO of PTTEP, where he was a visionary in organisational transformation and led the Company through digital transformation initiatives. This resulted in the successful development of new ventures such as AI and Robotics Ventures Company Limited. He receives recognition from all stakeholders and is experienced in overseeing integrated energy businesses. This will contribute to PTTEP's sustainable growth.
- (4) Mrs. Natjaree Anuntasilpa is to be elected for another term as a PTTEP director due to her profound knowledge and expertise in economics and finance. She has significant experience working and managing at a national level, focusing on policy decision-making under high-pressure situations involving limited resources and time. This expertise will contribute to the development of policies to address various emergency scenarios and enable effective coordination with key national agencies to successfully implement PTTEP's strategies. She is currently serves as Secretary-General to the Cabinet.
- (5) Admiral Pokkrong Monthatpalin is to be elected as a director to replace Admiral Thanarat Ubol due to his expertise in international cooperation. He previously served as the Assistant Naval Attache in Kuala Lumpur. He is knowledgeable in developing and implementing projects within the Thailand-Malaysia joint development area and possesses strategic communication skills, effectively leading organisations through crises as a former spokesperson for the Thai Maritime Enforcement Command Centre and the Royal Thai Navy. He demonstrates expertise in maritime law and security, which will support PTTEP's maritime-related operations. Currently, he is the Deputy Chief of Defence Forces of the Royal Thai Armed Forces.

The Board of Directors' Opinion:

The Meeting should approve the election of 5 directors, namely: (1) Mr. Krairit Euchukanonchai (2) Mr. Thongthit Chayakula (3) Mr. Phongsthorn Thavisin (4) Mrs. Natjaree Anuntasilpa, and (5) Admiral Pokkrong Monthatpalin, following the Nominating and Remuneration Committee's proposal, which has been duly considered and vetted. The PTTEP Board of Directors has already approved this recommendation. These 5 candidates who are nominated for independent director meet the qualifications under relevant laws, the criteria for independent directors, and PTTEP's definition of independent directors, as detailed in Attachment 3. Directors with conflicts of interest were not present in the meeting room and did not participate in the voting at the PTTEP Board of Directors meeting.

Agenda Item 7 Other Matters (if any)**Related Information:**

In addition to the above agenda items, shareholders holding at least one-third of the total issued shares may, in accordance with the Public Companies Limited Act, B.E. 2535 (1992), request the meeting to consider additional matters not listed in the meeting notice.

The Board of Directors' Opinion:

The Meeting should not consider additional matters beyond those listed in the notice of invitation. This approach aligns with the 2017 Principles of Good Corporate Governance for Listed Companies and the Annual General Shareholders Meeting Assessment Project, which recommends shareholders to only discuss matters that are included in the notice of invitation. This will ensure fairness for all shareholders.

PTTEP will hold this Annual General Shareholders' Meeting exclusively electronically, without arranging a physical venue. Shareholders intending to participate directly through electronic media or by appointing a proxy must familiarise themselves with the registration process and the method for attending the 2024 electronic Annual General Shareholders' Meeting and for proxy appointment as detailed in Attachment 5. The Company will enable the Pre-Register system, submission of application forms, and related documents from 18 March 2024 at 08.30 hrs. until the meeting concludes on 1 April 2024.

The Company recommends shareholders appoint an independent director as their proxy using Proxy Form B if they cannot attend the meeting in person. Shareholders may (1) submit the Proxy Form and accompanying documents in the provided business reply envelope (no postage stamp required), which will be sent along with this notice of invitation, to PTT Exploration and Production Public Company Limited by 25 March 2024 at 17.00 hrs., or (2) appoint an independent director as proxy through the Pre-Register system as detailed in Attachment 5.

Shareholders may submit questions in advance by specifying their question along with their name, surname, telephone number, and email address (if available) via email to CorporateSecretary@pttep.com or by fax to 0-2537-4500. PTTEP will ensure the meeting is efficiently conducted by appropriately limiting the time spent on answering questions to adhere to the meeting schedule. Questions not addressed during the meeting will be answered and later published on the Company's website.

PTTEP organises the meeting in line with the sustainable event concept, focusing on maximising resource utilisation while minimising environmental impact. PTTEP has avoided document printing by presenting the 56-1 One Report 2023 with Sustainability Report Incorporated in QR Code format or digitally on the Company's website.

PTTEP will notify you of any changes to or updates of the 2024 Annual General Shareholders' Meeting on the Company's website (<https://www.pttep.com>).

Please be informed accordingly.

Yours sincerely,

Montri Rawanchaikul

Montri Rawanchaikul
Chief Executive Officer

For more information, please contact Corporate Secretary and Assurance Division, PTTEP:

- (1) Ms. Jutamat Choosutthinonchai Tel. 0-2537-5075
- (2) Mrs. Wathit Watanapanee Boribarn Tel. 0-2537-5560
- (3) Ms. Onwichaya Yuchayat Tel. 0-2537-5517



หนังสือเชิญประชุม

Notice of Meeting

สิ่งที่ส่งมาด้วย 1

Attachment 1

บริษัท ปตท.สำรวจและผลิตปิโตรเลียม จำกัด (มหาชน)

PTT EXPLORATION AND PRODUCTION PUBLIC COMPANY LIMITED

เรื่อง กำหนดการประชุมสามัญผู้ถือหุ้น
Subject Schedule of Annual General Meeting of Shareholders

วันที่ 01 มีนาคม 2567
Date

สัญชาติ
Nationality

เรียน
To
บ้านเลขที่
Address

เลขทะเบียนผู้ถือหลักทรัพย์
Shareholder's Registration No.

สิ่งที่ส่งมาด้วย เอกสารประกอบการประชุม ฯลฯ
Attachment Details of meeting document

โดยผู้ถือหลักทรัพย์จำนวนทั้งสิ้นรวม
Holding the total amount of

หุ้น/หน่วย
shares/units

ข้อมูลบริษัท / หลักทรัพย์
Company / Securities Information

หุ้นสามัญ
Ordinary share

หุ้น/หน่วย
shares/units



หุ้นบริวารสิทธิ
Preferred share

หุ้น/หน่วย
shares/units

<https://www.set.or.th/set/tsd/meetingdocument.do?symbol=PTTEP&date=240401>

โดยมีวาระการประชุมตามแนบท้าย
The meeting agenda is attachment

วันที่ประชุม : วันจันทร์ที่ 01 เมษายน 2567 เวลา 14:30 น.
Meeting Date : Monday, April 01, 2024 at 14:30 hrs.

สถานที่ประชุม : ประชุมผ่านสื่ออิเล็กทรอนิกส์
Meeting Venue : Electronic Meeting (E-Meeting)

ข้าพเจ้า.....เป็น [] ผู้ถือหลักทรัพย์ [] หรือผู้รับมอบฉันทะ
I/We am/are shareholder or proxy of a shareholder

ของ บริษัท ปตท.สำรวจและผลิตปิโตรเลียม จำกัด (มหาชน)
of PTT EXPLORATION AND PRODUCTION PUBLIC COMPANY LIMITED

หมายเลขบัตรประจำตัวประชาชน.....ได้มาเข้าร่วมการประชุมดังกล่าวข้างต้น
which the identification (ID) number attend the above mentioned meeting.

ลงชื่อ.....ผู้เข้าประชุม
Sign Meeting Attendee

(.....)

โปรดอ่านแนวปฏิบัติในการประมวลผลข้อมูลส่วนบุคคลของ ปตท. สผ. สำหรับการประชุมผู้ถือหุ้น ได้ที่ www.pttep.com
ท่านสามารถค้นหารายละเอียดระเบียบวาระการประชุม พร้อมความเห็นกรรมการในเรื่องดังกล่าว รวมทั้งสิ่งที่จะเสนอต่อที่ประชุมพร้อมรายละเอียดและเอกสารประกอบการประชุมอื่นๆ ผ่าน QR Code หรือ URL <https://www.set.or.th/set/tsd/meetingdocument.do?symbol=PTTEP&date=240401> หรือ ติดต่อขอรับเอกสารประกอบการประชุม ได้ที่บริษัทผู้ออกหลักทรัพย์
เว็บไซต์: www.pttep.com / โทร 25374000 ต่อ 4803 / email : corporatesecretary@pttep.com
สอบถามข้อมูลเพิ่มเติมได้ที่ SET Contact Center เว็บไซต์ : www.set.or.th/contactcenter/ / โทร 02 009 9999
PTTEP Guidelines on Personal Data Processing For Shareholders Meeting is available at www.pttep.com
The details of Meeting document is available online by scanning QR Code on this form or at URL <https://www.set.or.th/set/tsd/meetingdocument.do?symbol=PTTEP&date=240401>
You can also contact the issuer for the annual report
Website : www.pttep.com /Tel. +66 25374000 Ext. 4803 / email : corporatesecretary@pttep.com
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Notice of Meeting
บริษัท ปตท.สำรวจและผลิตปิโตรเลียม จำกัด (มหาชน)
PTT EXPLORATION AND PRODUCTION PUBLIC COMPANY LIMITED

Summary of the meeting and the opinion of board of directors

- 1 To acknowledge the 2023 performance results and 2024 work plan of the Company.
Opinion of board of directors The Meeting should acknowledge the 2023 results including the financial statements and other matters as illustrated in the 56-1 One Report 2023 with Sustainability Report Incorporated and acknowledge the 2024 work plan of the Company, which will be presented in the Meeting.
- 2 To approve the financial statements for the year ended 31 December 2023.
Opinion of board of directors 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.
- 3 To approve the dividend payment for 2023 performance.
Opinion of board of directors The Meeting should acknowledge the interim dividend payment of 4.25 Baht per share and approve the 2023 annual dividend payment at 9.50 Baht per share. The remaining dividend of 5.25 Baht per share shall be paid on 22 April 2024 after obtaining approval from the 2024 AGM.
- 4 To appoint the auditor and consider the audit fee for financial statements for the year 2024.
Opinion of board of directors The Meeting should approve the appointment auditors from PricewaterhouseCoopers ABAS Ltd., to be PTTEP's auditor for the year 2024 with the audit fee of Baht 6.50 million, endorsed by the Audit Committee and the Board of Directors.
- 5 To approve the Board of Directors' and the sub-committees' remuneration.
Opinion of board of directors The Meeting should approve the 2024 remuneration for Board of Directors and sub-committees i.e. Retainer fee, Meeting fee, 2023 Bonus, at the same rate as approved in AGM 2023, reviewed by the Nominating and Remuneration Committee and endorsed by the Board of Directors.
- 6 To approve the appointment of new directors in replacement of those who are due to retire by rotation and who resigned.
Opinion of board of directors The Meeting should elect directors as follows: Mr. Krairit Euchukanonchai, Mr. Thongthit Chayakula, Mr. Phongsthorn Thavisin, Mrs. Natjaree Anuntasilpa , and Admiral Pokkrong Monthatpalin, reviewed by the Nominating and Remuneration Committee and endorsed by the Board of Directors.
- 7 Other Matters (if any)
Opinion of board of directors -

(Mr. Montri Rawanchaikul)

Chief Executive Officer

Duties and Responsibilities of PTTEP Sub-Committees

Audit Committee constitutes at least 3, but no more than 5 directors. All members must be independent directors. The present Audit Committee comprises 4 independent directors (as of 20 February 2024).

Duties and Responsibilities

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 law, SET requirements, other laws, regulations, procedures, cabinet resolutions related to the business, including the Company's rules and regulations.
4. To review connected transactions or transactions with potential conflicts of interest to ensure that these transactions are complied 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 fraud which may affect the Company's operations.
5. To review the efficiency and effectiveness of internal control, risk management, and governance processes.
6. To oversee and monitor the internal audit process to ensure that the process is 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 suggestions for improving the performance to the Board.
8. To consider, select and propose the appointment of an external auditor including removal, and to propose the auditor's remuneration to the Board as well as attend a 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, in the absence of the management, to review audit findings and other issues, and recommend reviews or audit of any items, if necessary.
9. To endorse appointment, transfer, removal, promotion, and performance appraisal of the Head of the Internal Audit Division by seeking comments from the 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 with laws, the Company's rules and regulations, and the Good Corporate Governance and Business Ethics of the PTTEP Group.
10. To approve a risk-based internal audit plan and instruct internal auditors to conduct other duties as appropriate, taking into consideration the company's benefits as well as the impact on independence and objective of the audit.

11. To endorse the 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 personally conduct audit field work.
14. To endorse the results of audits which were approved in the annual audit plan as well as special audit requests.
15. The Chairman of the Audit Committee or a member must 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 accuracy of self-assessment and related documents in regard to 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's performance on internal audit to the Board at least on a quarterly basis, except for the fourth-quarter report, which is required as an annual report. Such reports must be submitted to the regulating ministry of the Company's parent company and the Ministry of Finance within 90 days from the end of the accounting year for acknowledgment. The committee's annual report must also be disclosed in the Company's annual report.

Corporate Governance and Sustainability Committee constitutes at least 3 directors of which the majority must be independent directors. The present Corporate Governance and Sustainable Development Committee comprises 2 directors, 1 of which are independent director (as of 20 February 2024).

Duties and Responsibilities

1. To establish the Company's sustainability target, policy/statement, road map covering the key aspects of High Performance Organization (HPO), Governance, Risk Management and Compliance (GRC) and Sustainable Value Creation (SVC) including consider Sustainability's work plan and budget which will be proposed to the Board for approval.
2. To advise, promote and ensure that the Company's operation complies with the objective, the company's sustainability policy/statement and achieves its target and matches with the practice of leading companies. To promote and assure that the Board, management, and all personnel follow and perform efficiently in line with the sustainability framework.
3. To review the Company's sustainability target, policy/statement and road map in responding to changing of the business environment, along with the laws, the international best practices and the recommendations of leading institutions, taking into consideration shareholders' proposals as well as responding to the shareholders.
4. To oversee, monitor and evaluate the Company's performance related to sustainability to increase efficiency and balance while creating the most value to the Company and stakeholders. To regularly report the performance progress to the Board.
5. To establish the Company's good corporate governance and business ethics policy which will be proposed to the Board for approval, recommend and ensure the implementation at every level and review annually the Policy in responding to the laws and the international best practices. To oversee the Company's regular evaluation and report on the compliance of PTTEP's good corporate governance and business ethics.
6. To oversee the disclosure of the information of the Company's sustainability to stakeholders in the annual report and sustainability report.
7. To review this Charter regularly for its appropriateness and timeliness.
8. To disclose the Committee's performance in the Company's annual report.
9. To perform other duties as may be assigned by the Board.

Nominating and Remuneration Committee constitutes at least 3 directors of which the majority must be independent directors. The present Nominating and Remuneration Committee comprises 3 directors, 3 of which are independent directors (as of 20 February 2024).

Duties and Responsibilities

1. To select and nominate the name of individuals qualified to be Director, Chief Executive Officer when there is a vacancy or to replace those whose term have expired, or Acting Chief Executive Officer when there is a vacancy and the nomination process is still under consideration, for election by the Board of Directors or by the shareholders in consideration with the Board composition, knowledge and capability and their experiences which is useful to PTTEP, the number of company they serve as a director, and their conflict of interest.
2. To consider the Chief Executive Officer's succession plan and appropriate executive-level management's development system to ensure candidate list with skills and qualifications in accordance with PTTEP's target growth.
3. To consider Skill Mix qualifications and prepare list of possible nominee directors, Chief Executive Officer, or Acting Chief Executive Officer in advance and/or when there is a director or Chief Executive Officer vacancy and submit it for consideration to the Board's or the Shareholders' meetings, depending on the case.
4. To consider annual Performance Target of the Board and annual Performance Agreement of the Chief Executive Officer and propose to the Board for consideration; and to set the Performance Evaluation Form of the Board, Chairman, Director, Sub-Committees and Chief Executive Officer.
5. To consider and propose qualified Directors to be a member and a chairman of a Sub-Committee to the Board for consideration when there is a vacancy or propose the restructuring of Sub-Committee to the Board for consideration as deem appropriate.
6. To consider organization restructuring to support the Company's growth and changing business environment.
7. To consider remuneration package for Board and Sub-Committee with fair and reasonable principles in accordance with work performance, the company's performance, the practices guidelines of the industry, as well as related to the scope of duties and responsibilities. The Remuneration package of the Directors and Sub-Committee must be proposed at the Shareholders' Meeting for approval.
8. To consider remuneration package of the Chief Executive Officer and salary structure of executives with fair and reasonable principles and propose at the Board Meeting for approval. For consideration of the Chief Executive Officer's remuneration, duties and responsibilities together with annual performance result shall be also taken into account.
9. To evaluate the performance of the Nominating and Remuneration Committee and report its performance to the Board Meeting and disclose to the shareholders every year.
10. To review this charter regularly for its appropriateness and up to date.
11. To perform other duties as may be assigned by the Board.

Risk Management Committee constitutes at least 3 directors and at least one of committee member must be an independent director. The present Risk Management Committee comprises 4 directors, 3 of which are independent directors (as of 20 February 2024).

Duties and Responsibilities

1. To define Enterprise Risk Management Policy and Framework including providing guidance and recommendations to the Board and Managements on key risks and mitigations.
2. To review Risk Appetite Statement prior to the Board approval as well as approve corporate level Risk Metrics & Limits and monitor the results regularly.
3. To ensure effective establishment and implementation of enterprise-wide risk management by enhancing the level of risk awareness within PTTEP through the development of procedures and commitment of resources appropriately.
4. To maintain an enterprise-wide view of risks which are related to the Corporate Direction in the businesses i.e. E&P, related businesses and other businesses in which PTTEP invests, as well as to recommend mitigation strategies to manage the risks to keep them within the acceptable level according to clause (2) and to continuously monitor, assess and improve the mitigation strategy in responding to any changes of the business environment.
5. To support Risk Management Function in assessing key risks and advise on other potential risks which may impact the Company on continuous and efficient risk management in comparable to leading companies as well as assign tasks related to PTTEP risk management for the Risk Management Function to perform.
6. To report key risks and results of risk management to the Board regularly and promptly alert all concerned any significant events related to risk management to the Board.
7. To disclose the committee's performance in the company's annual report.
8. To regularly review and update its own charter to ensure its appropriateness.
9. To perform other duties relating to PTTEP risk management as may be assigned by the Board.

PTTEP Definition of Independent Director

The Good Corporate Governance of PTTEP has defined the qualification of Independent Director stricter than the laws as follows:

1. holding shares not exceeding 0.5 per cent of the total number of shares with voting rights of PTTEP Group, its associate company, major shareholder or controlling person, including shares held by related persons of such independent director.

2. neither being nor used to be an executive director, employee, staff, advisor who receives salary, or controlling person of PTTEP Group, its associate company, major shareholder or controlling person, unless the foregoing status has ended not less than two years prior to the date of filing an application with the Office. Such prohibited characteristic shall not include the case where the independent director used to be a government official or advisor of a government unit which is a major shareholder or controlling person of PTTEP.

3. not being a person related by blood or legal registration as father, mother, spouse, sibling, and child, including spouse of child, executive, major shareholder, controlling person, or person to be nominated as executive or controlling person of PTTEP or its subsidiary company.

4. neither having nor used to have a business relationship with PTTEP Group, its associate company, major shareholder or controlling person, in the manner which may interfere with his independent judgement, and neither being nor used to be a significant shareholder or controlling person of any person having a business relationship with PTTEP Group, its associate company, major shareholder or controlling person, unless the foregoing relationship has ended not less than two years.

The term ‘business relationship’ under the first paragraph shall include any normal business transaction, rental or lease of immovable property, transaction relating to assets or services or granting or receipt of financial assistance through receiving or extending loans, guarantee, providing assets as collateral, and any other similar actions, which result in PTTEP or his counterparty being subject to indebtedness payable to the other party in the amount of three percent or more of the net tangible assets of PTTEP or twenty million baht or more, whichever is lower. The amount of such indebtedness shall be calculated according to the method for calculation of value of connected transactions under the Notification of the Capital Market Supervisory Board governing rules on connected transactions mutatis mutandis. The consideration of such indebtedness shall include indebtedness occurred during the period of one year prior to the date on which the business relationship with the person commences.

5. neither being nor used to be an auditor of PTTEP Group, its associate company, major shareholder or controlling person, and not being a significant shareholder, controlling person, or partner of an audit firm which employs auditors of PTTEP Group, its associate company, major shareholder or controlling person, unless the foregoing relationship has ended not less than two years.

6. neither being nor used to be a provider of any professional services including that as legal advisor or financial advisor who receives service fees exceeding two million baht per year from PTTEP Group, its associate company, major shareholder or controlling person, and not being a significant shareholder, controlling person or partner of the provider of professional services, unless the foregoing relationship has ended not less than two years.

7. not undertaking any business in the same nature and in competition to the business of PTTEP or its subsidiary company or not being a significant partner in a partnership or being an executive director, employee, staff, advisor who receives salary or holding shares exceeding one per cent of the total number of shares with voting rights of other company which undertakes business in the same nature and in competition to the business of PTTEP or its subsidiary company.

8. not being a director appointed as representative of directors of PTTEP, major shareholder or shareholder who is related to major shareholder.

9. not having any other characteristics which cause the inability to express independent opinions with regard to PTTEP's business operations.

Hence, definition of each specific words mentioned herein is subjected to the Notification of the Security and Exchange Commission RE: Determination of Definitions in Notifications relating to Issuance and Offer for Sale of Securities.

Information of the Director Nominees to be Elected as PTTEP Directors

Mr. Krairit Euchukanonchai

Independent Director

Age: 68 years



Education:

- Master of Business Administration (Finance and Banking), North Texas State University, Texas, USA
- Bachelor of Science, Chulalongkorn University

Current Position as a Director/Management in Other Companies (Information as of 20 February 2024):

- **Other Listed Companies:**
 - 2015 - Present Vice Chairman, Chairman of the Board of Executive Directors and Chairman of the Risk Oversight Committee, Krungthai Bank Public Company Limited
 - 2014 - Present Independent Director, Chairman of the Audit and Risk Committee, Advanced Info Service Public Company Limited
- **Other Non-Listed Organizations:**
 - 2020 - Present Chairman, INFINITAS by Krungthai Co., Ltd.
 - 1998 - Present Chairman, V. Group Honda Cars Co., Ltd., and its subsidiaries
- **Other Entities that may have Conflicts of Interest or is in business competition with PTTEP:**
 - None -

Experiences in the past 5 years:

- 2021 - Present Financial Expert Commissioner, the Securities and Exchange Commission, Thailand

Trainings:

- Director Certification Program (DCP 59/2005), Role of the Chairman Program (RCP 16/2007) Thai Institute of Directors Association
- The Executive Program on Energy Literacy for a Sustainable Future (Class 12), Thailand Energy Academy
- Citibank's Training Courses in many countries.

Percentage of PTTEP Shareholding (Information as of 20 February 2024): - None -

Family Relationship among Executives: - None -

-2-/ Having...

Having the following interests in the Company, parent company, subsidiaries, affiliates or any legal entities that have conflicts, at present or in the past 2 years:

1. Being a director that take part in managing day-to-day operation, or being an employee, or advisor who receive a regular salary or fee.	No
2. Being a professional service provider (i.e., auditor, lawyer).	No
3. Having the significant business relations that may affect the ability to perform independently.	No

Terms of Directorship at PTTEP:

Round 1	1 February 2021 – 8 April 2021	2 Months
Round 2	8 April 2021 – 1 April 2024	3 Years

Independent Director: February 2021 – Present (3 Years 2 Months) (Number of years holding directorship inclusive of the reappointment term is 6 Years 2 Months)

Meeting Attendances (Year 2021 – 2024):

Meeting	2021	2022	2023
1. Board of Directors*	18/18	18/18	21/21
2. Shareholders	1/1	1/1	1/1
3. Independent Director Committee **	4/4	3/3	1/1
4. Non-Executive Directors Committee	1/1	1/1	1/1

* Elected as Chairman of PTTEP's Board of Directors since 15 February 2021

** Appointed as Independent Director since 1 February 2021

Visions in managing the company's business and visions related to applying corporate governance principles to the business as a director:

- Visions in managing the company's business:
 - Maintain leadership of PTT Group in energy sector and earnestly expand PTTEP business into ASEAN.
 - Focus on sustainability and ensure that its existence in DJSI is truly substantial.
 - Investment in petroleum fields must be more prudent due to the increase of global awareness of carbon reduction. Focus on E&P activities within the region and in familiar area of Middle East, rather than E&P in far countries.
- Visions related to applying corporate governance principles to the business:
 - Earnestly comply with CG and ESG principles, not just a lip service.

Mr. Thongthit Chayakula

Independent Director

Age: 47 years



Education:

- Ph.D. Remote sensing, University College London, UK
- Master of Sci. Remote sensing, University College London, UK
- Bachelor of Eng. Surveying Engineering, Chulalongkorn University

Current Position as a Director/Management in Other Companies (Information as of 20 February 2024):

- **Other Listed Companies:**
2021 - Present Director, Chairman of Technology and Innovation, Member of the Risk Committee, and Executive committee, National Telecom Public Company Limited
- **Other Non-Listed Organizations:**
1997 - Present Lecturer, Department of Surveying Engineering, Faculty of Engineering, Chulalongkorn University
2022 - Present Member of Digital Infrastructure Committee, the Committee of the National Digital Economy and Society Commission
- **Other Entities that may have Conflicts of Interest or is in business competition with PTTEP:**
- None -

Experiences in the past 5 years:

- 2023 - Present Project Advisory Committee to study the feasibility of implementing the plan Increase efficiency Geographic information system, electrical system Provincial Electricity Authority
- 2022 - Present Digital Infrastructure Committee, The Committee of the National Digital Economy and Society Commission
- 2022 - 2024 Working group, Study of criteria and development of work systems for defining electrical network system boundaries
- 2020 - 2021 Consultant, Mae Klong Basin Water Map Project, Office of the National Water Resources

Trainings:

- Director Certification Program (DCP) 59/2005 and Risk Management Program for Corporate Leaders, Thai Institute of Directors Association

Percentage of PTTEP Shareholding (Information as of 20 February 2024): - None -

Family Relationship among Executives: - None -

-4-/ Having...

Having the following interests in the Company, parent company, subsidiaries, affiliates or any legal entities that have conflicts, at present or in the past 2 years:

1. Being a director that take part in managing day-to-day operation, or being an employee, or advisor who receive a regular salary or fee.	No
2. Being a professional service provider (i.e., auditor, lawyer).	No
3. Having the significant business relations that may affect the ability to perform independently.	No

Terms of Directorship at PTTEP: - None -

(Nominated to be elected as PTTEP's director in the 2024 Annual General Meeting)

Meeting Attendances (Year 2021 – 2023): - None -

(Nominated to be elected as PTTEP's director in the 2024 Annual General Meeting)

Visions in managing the company's business and visions related to applying corporate governance principles to the business as a director:

- **Visions in managing the company's business:**
 - To steer and bolster PTTEP's endeavors towards attaining a prominent position in the regional energy sector, there is an emphasis on Green Energy and the imperative to mitigate Carbon Footprint, given the evolving landscape marked by Digital Disruption. Additionally, the aim is to enhance our business footprint to enable competitive engagement on a global scale while ensuring sustainability for the future.
- **Visions related to applying corporate governance principles to the business:**
 - Compliance with CG and ESG principles should be an organizational culture. Not just paperwork but to make the organization's management transparent and auditable, in order to build the confidence to everyone.

Mr. Phongstorn Thavisin

Independent Director

Age: 64 years



Education:

- Bachelor of Science (Petroleum and Natural Gas Engineering), The Pennsylvania State University, USA

Current Position as a Director/Management in Other Companies (Information as of 20 February 2024):

- **Other Listed Companies:**

2021 – Present Independent Director / Member of the Remuneration Committee, PTT Public Company Limited

- **Other Non-Listed Organizations:** - None -

- **Other Entities that may have Conflicts of Interest or is in business competition with PTTEP:** - None -

Experiences in the past 5 years:

2018 - 2021 Chief Executive Officer, PTT Exploration and Production Public Company Limited

Trainings:

- Director Certification Program (DCP 223/2016), Director Leadership Certification Program (DLCP 3/2021) and Board Nomination & Compensation Program (BNCP 16/2023), Thai Institute of Directors Association
- Capital Market Leader Program (Class of 27th), Capital Market Academy
- Energy Literacy Leadership Program (Class 7th), Thailand Energy Academy
- Senior Executive Program (SEP-19), Sasin Graduate Institute of Business Administration of Chulalongkorn University
- Advanced Naval Studies Program (Class 40/2008), Institute of Advanced Naval Studies
- PTT Group EVP Leadership Development, PTT Public Company Limited
- PTT Executive Leadership, General Electric, GE, New York, USA
- Breakthrough Program for Senior Executive, IMD
- The National Defense Course (2013), Thai National Defense College
- Director's Briefing - Corporate Strategy beyond the Crisis, a Chairman/ Board Perspective, Bain & Company, Inc.
- CERAWEEK 2019 in Houston, Texas, USA

Percentage of PTTEP Shareholding (Information as of 20 February 2024): - None -

Family Relationship among Executives: - None -

-6-/ Having...

Having the following interests in the Company, parent company, subsidiaries, affiliates or any legal entities that have conflicts, at present or in the past 2 years:

1. Being a director that take part in managing day-to-day operation, or being an employee, or advisor who receive a regular salary or fee.	No
2. Being a professional service provider (i.e., auditor, lawyer).	No
3. Having the significant business relations that may affect the ability to perform independently.	No

Terms of Directorship at PTTEP: - None -

(Nominated to be elected as PTTEP's director in the 2024 Annual General Meeting)

Meeting Attendances (Year 2021 – 2023): - None -

(Nominated to be elected as PTTEP's director in the 2024 Annual General Meeting)

Visions in managing the company's business and visions related to applying corporate governance principles to the business as a director:

- **Visions in managing the company's business:**
 - Promote and support PTTEP to remain as a leading national petroleum exploration and production company in Asia that can compete with leading international petroleum exploration and production companies and can stand as an exemplar of proficient management and environmentally conscious practices to ensure the sustainable management of petroleum resources for the nation.
 - Promote and drive PTTEP to develop new businesses to be a leading company in the renewable energy sector and ancillary fields associated with energy which will expand PTTEP's core business. To success in both core and new business, the key factors include being a LEAN organization that is agile, flexible, and comprehensive support for various business endeavors, and be able to confront forthcoming transformations.
- **Visions related to applying corporate governance principles to the business:**
 - Focus on making PTTEP a good exemplary organization, characterized by robust corporate governance, transparent business practices, and a strong commitment to social responsibility. This principle serves as an important foundation for PTTEP's consistent growth and solidifies its pivotal role within the PTT Group to contribute the nation a stability, energy security, and sustainable development in a stable and prosperous manner.

Mrs. Natjaree Anuntasilpa

Independent Director

Age: 53 years



Education:

- Master of Business Administration, Shenandoah University, USA
- Bachelors of Business Administration (Accounting), Chulalongkorn University

Current Position as a Director/Management in Other Companies (Information as of 20 February 2024):

- **Other Listed Companies:** -None-
- **Other Non-Listed Organizations:**

2021 – Present	Secretary-General of the Cabinet, The Secretariat of the Cabinet, the Office of Prime Minister
2022 – Present	Expert committee on organizational development for the Judicial Administration Commission
2021 – Present	Member in Sub-committee to drive, monitor, and evaluate the performance of the Royal Scholarship Program
2021 – Present	Member in Charity lottery reviewing projects committee
- **Other Entities that may have Conflicts of Interest or is in business competition with PTTEP:**
- None -

Experiences in the past 5 years:

2019 –2023	Independent Director, Member of the Audit Committee, Member of the Remuneration Committee, and Chairman of the President's Performance Evaluation Sub-Committee, Airport of Thailand PLC.
2018 – 2022	Sub-committee for Personnel Structure and Development Highland Research and Development Institute (Public Organization)
2019 – 2021	Special expert attached to the Office of Prime Minister (Executive, Higher level), the Office of Permanent Secretary, the Office of the Prime Minister

Trainings:

- Director Accreditation Program (DAP 159/2019), Advanced Audit Committee Program (AACP 34/2019), Thai Institute of Directors Association
- National Defense Course (NDC), Class 65
- Executive Development Program: Leaders with Vision and Morality (Nor Bor Sor.), Class 79

Percentage of PTTEP Shareholding (Information as of 20 February 2024): - None -

Family Relationship among Executives: - None -

Having the following interests in the Company, parent company, subsidiaries, affiliates or any legal entities that have conflicts, at present or in the past 2 years:

1. Being a director that take part in managing day-to-day operation, or being an employee, or advisor who receive a regular salary or fee.	No
2. Being a professional service provider (i.e., auditor, lawyer).	No
3. Having the significant business relations that may affect the ability to perform independently.	No

Terms of Directorship at PTTEP:

Round 1	17 March 2023– 1 April 2024	11 Months
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Independent Director: March 2023 – present (11 Months) (Number of years holding directorship inclusive of the reappointment term is 3 years 11 months)

Meeting Attendances (Year 2021 – 2023):

Meeting	2564	2565	2566
1. Board of Directors*	-	-	17/17
2. Shareholders*	-	-	1/1
3. Non-Executive Directors Committee	-	-	1/1
4. Independent Director*	-	-	1/1
5. Audit Committee**	-	-	10/10

*Appointed as PTTEP's Independent Director since 17 March 2023

**Appointed as a member of the Audit Committee since 29 March 2023

Visions in managing the company's business and visions related to applying corporate governance principles to the business as a director:

- Visions in managing the company's business:
 - Focus on supervising and supporting PTTEP's operations as a leading Thai petroleum exploration and production company, to be an organization that is agile, and quickly adapts and excels in all aspects. With the digital transformation, this will empower PTTEP to conduct business growing sustainably at the global level under current and future energy challenges. All these will be done along with protecting the interests of shareholders and other stakeholders by applying the principles of good corporate governance to perform duties as PTTEP's director.

- Visions related to applying corporate governance principles to the business:
 - Facilitate the governance of PTTEP's business by emphasizing on applying good corporate governance principles, supporting operations to be transparent and verifiable, with proper disclosure of information. Supervise PTTEP to be a role-model agency for maximizing company's best benefit and build confidence among all stakeholders.

Admiral Pokkrong Monthatpalin

Independent Director

Age: 59 years



Education:

- Master of Public Administration (Public Policy), Burapha University
- Bachelors of Naval cadet (5-year program), Royal Thai Naval Academy

Current Position as a Director/Management in Other Companies (Information as of 20 February 2024):

- **Other Listed Companies:** - None -
- **Other Non-Listed Organizations:**
2023 - Present Deputy Chief of Defence Forces, Royal Thai Armed Forces Headquarters
- **Other Entities that may have Conflicts of Interest or is in business competition with PTTEP:**
- None -

Experiences in the past 5 years:

2022 – 2023	Senior Expert of Royal Thai Navy / Royal Thai Navy Spokesperson
2021 – 2022	Director of Naval Civil Affairs Department / Royal Thai Navy Spokesperson
2019 – 2021	Spokesperson of Thai Maritime Enforcement Command Center

Trainings:

- Naval Command and Staff College Course, Naval Command and Staff College, Institute of Advanced Naval Studies
- Advanced Naval Studies Program, Institute of Advanced Naval Studies
- The Executive Program on Energy Literacy for a Sustainable Future (Class 16), Thailand Energy Academy
- Advanced Certificate Course in Politics and Governance in Democratic Systems for Executives, Class 26, College of Politics and Governance, King Prajadhipok's Institute

Percentage of PTTEP Shareholding (Information as of 20 February 2024): - None -

Family Relationship among Executives: - None -

Having the following interests in the Company, parent company, subsidiaries, affiliates or any legal entities that have conflicts, at present or in the past 2 years:

1. Being a director that take part in managing day-to-day operation, or being an employee, or advisor who receive a regular salary or fee.	No
2. Being a professional service provider (i.e., auditor, lawyer).	No
3. Having the significant business relations that may affect the ability to perform independently.	No

Terms of Directorship at PTTEP: - None -

(Nominated to be elected as PTTEP's director in the 2024 Annual General Meeting)

Meeting Attendances (Year 2021 – 2023): - None -

(Nominated to be elected as PTTEP's director in the 2024 Annual General Meeting)

Visions in managing the company's business and visions related to applying corporate governance principles to the business as a director:

- **Visions in managing the company's business:**
 - Enhance PTTEP's role as the primary energy pillar in fostering national stability by effectively overseeing operations to achieve predetermined objectives, while concurrently preserving balance among stakeholders.
 - Strengthen energy sustainability for PTTEP to overcome challenges in energy transformation and novel alternative energy with due consideration given to the environment.
- **Visions related to applying corporate governance principles to the business:**
 - Support and drive PTTEP towards steady and sustainable growth by upholding transparent corporate governance and good governance practices to gain trust among all stakeholders.

Pre-registration and Appointment of Proxy Procedures via Electronic Means (Pre-Register)

1. Any shareholder wishing to attend the meeting electronically, either personally or through a proxy, must notify their intention to attend according to the procedure under Item 3. The Pre-Register system will be available since 18 March 2024 at 8.30 hrs.
2. Shareholders are required to prepare an email for pre-registration in order to receive a link, Username, and Password for attending the E-Meeting. Each email account can only be used for the registration of one shareholder's registration number.
3. Shareholders can scan the QR code from the Notification of Meeting Form or access the website <https://register.pttdigital.com/PTTEP/registerbase> (Pre-Register System) and follow 3 steps as follows:
 - Step 1** Fill in shareholder's information and undergo identity verification.
 - Step 2** Verify your identity by email.
 - Step 3** Finish the transaction and wait for an email notifying the Meeting details and password to use on the day of the Meeting.
4. The officer will verify the eligible shareholders from the information as of the Record Date on 20 February 2024, and review the accuracy and completeness of documents. Upon approval of the verification process, shareholders will receive an email notifying the Meeting details divided into 3 parts as follows:
 - ① Link for accessing E-Meeting via Cisco Webex Meeting Application.
 - ② Username and Password to access the voting system.
 - ③ Link to download and install the Cisco Webex Meeting Application and User Guide.



In case of not being approved to attend the Meeting, the shareholder will receive an email with recommendations.

In case of not receiving a verification email in step 2. under item 3. or email informing the Meeting information in step 3. under item 3., please contact Call Center at +66(0)2 140-2003.

5. Shareholder who prefers to appoint PTTEP's Independent Director as the proxy holder can also send the proxy form along with the required documents in electronic forms via Pre-Register System under item 3. or send the required documents to PTTEP by mail to the following address. The proxy form and required documents shall reach PTTEP **by 25 March 2024 at 17.00 hrs.**

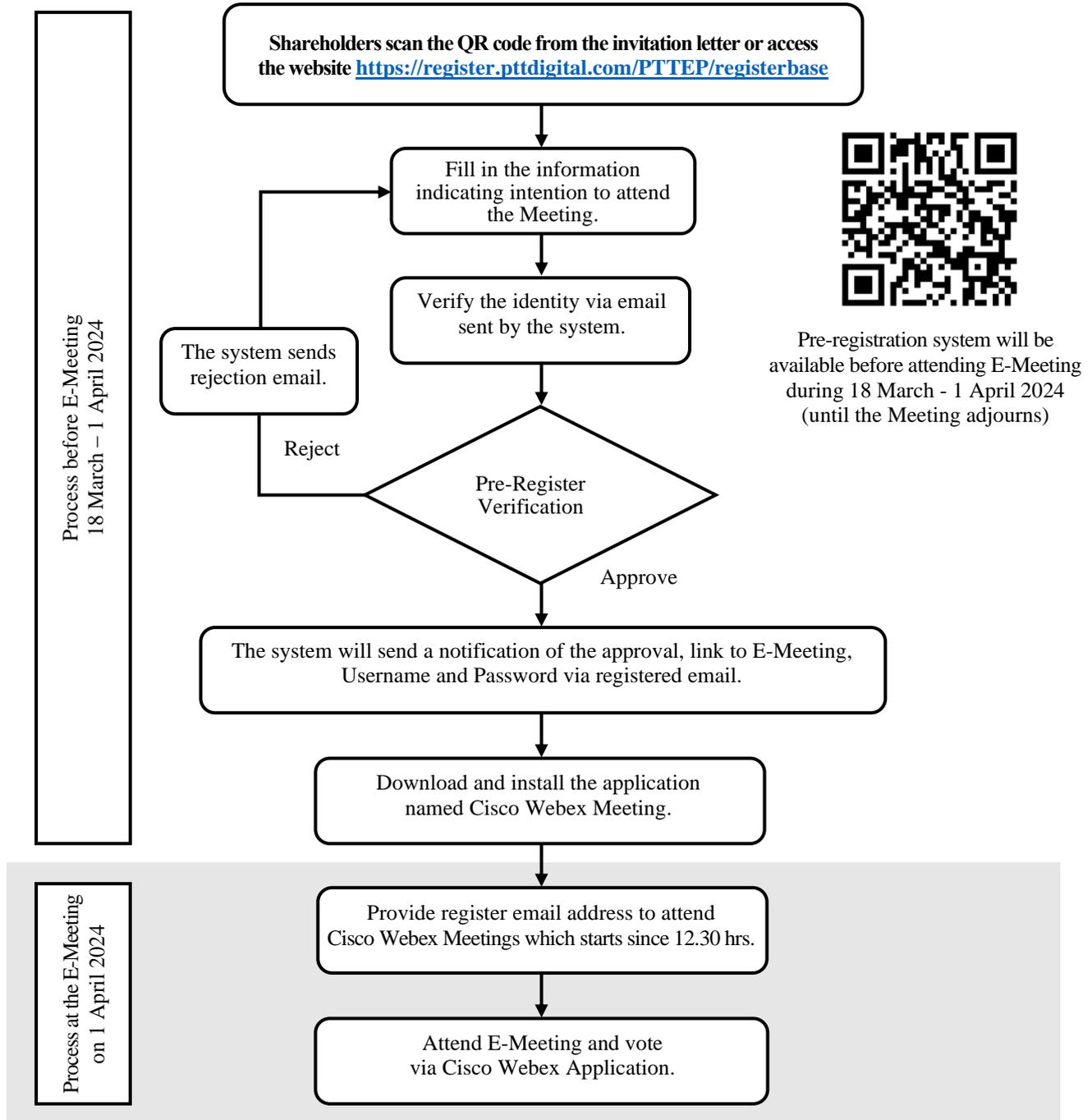
PTT Exploration and Production Public Company Limited
555/1 Energy Complex Building A, 33rd Floor (Corporate Secretary and Assurance Division)
Vibhavadi Rangsit Road, Chatuchak, Chatuchak, Bangkok 10900 THAILAND

6. If an attendee is being proxied by multiple grantors, he or she will receive only one Username and Password to login to the E-Meeting.



If encounter any technical difficulties while using Pre-Register system and E-Meeting system (Webex/D-AGM), please contact Call Center at +66(0) 2-140-2003 during 18 March – 1 April 2024, from 8:30 to 17:30 hrs., except on public holidays.

Flowchart of the Registration Steps for Attending the 2024 Annual General Meeting of Shareholders via E-Meeting



If encounter any technical difficulties while using Pre-Register system and E-Meeting system (Webex/D-AGM), please contact Call Center at +66(0) 2-140-2003 during 18 March - 1 April 2024, from 8:30 to 17:30 hrs., except on public holidays.

Installation of the Electronic Conference System (Webex)

Electronic conference (Webex) system can be used via Web Browser, PC/Laptop, IOS and Android, according to the installation manual and user guide as follows.

Installation of Webex



1. Installation procedure of Webex system via **PC / Laptop**

- (1) Access <https://www.webex.com/downloads.html> or scan this QR Code.
- (2) Download Webex Meetings by select "Download for Windows".
- (3) Double-click on the webexapp.msi file (can be found in Folder Download) to enter the installation page.
- (4) Enter the installation page and press "Next".
- (5) Consider whether to accept the terms and conditions. If deny, the application will not be installed. If accept, select "I accept the terms in the license agreement" and press "Next".
- (6) Press "Install", then wait momentarily for the installation, then press "Finish".
- (7) Once the installation is completed, the "Cisco Webex Meetings" icon will appear on the desktop.

2. Installation procedure of Webex system via **Smartphone and Tablet**

iOS	Android
<ol style="list-style-type: none"> 1. Go to Application App Store. 2. Go to the search icon or the "Magnifying glass" and type "Cisco Webex Meetings"; then press "Search". 3. Press "Get" on the right-hand side to install the Cisco Webex Meetings or this symbol. 4. Enter a password or use Touch ID to confirm the installation. 5. Wait momentarily for the installation process. 6. Once the installation is completed, a "Webex Meetings" icon will appear on the phone. 	<ol style="list-style-type: none"> 1. Go to Application Play Store. 2. Go to the Search for apps & games box and type "Cisco Webex Meetings"; then press the "Search". 3. Press "Install" on the right-hand side to install the Cisco Webex Meetings Application, or the symbol as shown in the picture. 4. Press "Accept" to confirm the application installation. 5. Wait momentarily for the installation process. 6. Once the installation is completed, a "Webex Meetings" icon will appear on the phone.



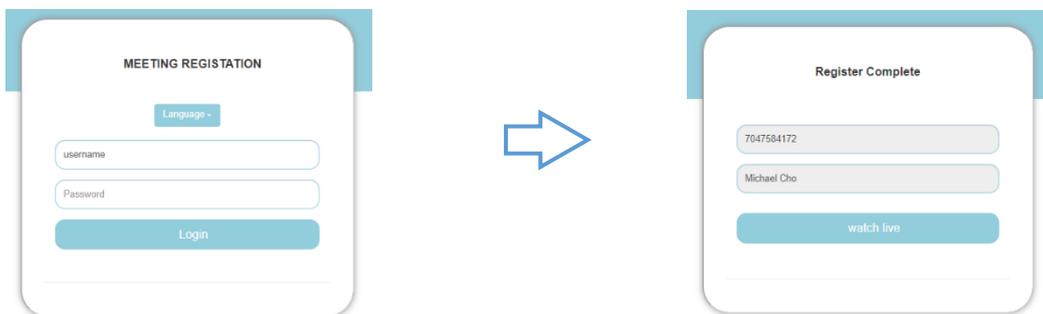
If encounter any technical difficulties while using Pre-Register system and E-Meeting system (Webex/D-AGM), please contact Call Center at +66(0) 2-140-2003 during 18 March – 1 April 2024, from 8:30 to 17:30 hrs., except on public holidays.

Procedure for Attending the E-Meeting

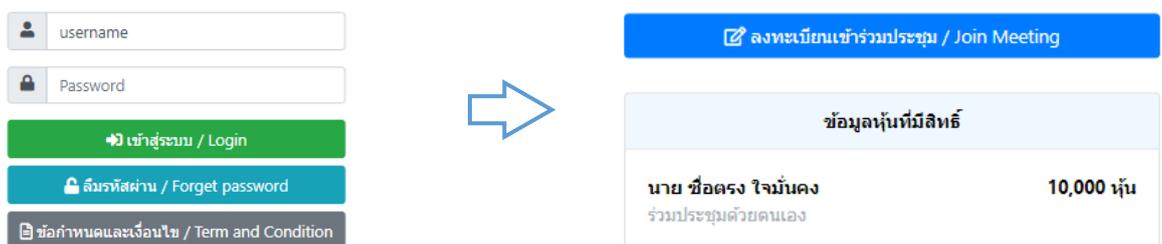
PTTEP will open the E-Meeting (Webex/ D-AGM) for shareholders to login on Monday 1 April 2024, since 12.30 hrs. onwards (2 hours prior to the Meeting). Shareholders are kindly requested to prepare the Username and Password received via registered email and follow the instructions outlined in the User Guide accordingly.

System Using Procedure

1. Shareholders can attend the E-Meeting by clicking the link provided in the email notifying the approval of attendance, including the Username and Password (to access D-AGM system).
2. Please click  provided in registered email to open Webex Meeting Application (Google Chrome is recommended) and enter the received Username and Password; then click “login” and click “watch live”, the number of shares held by such shareholder / proxy holder will be counted as a quorum at this stage.



- (2.1) Click **Join Now** to enter the Meeting's room and click **Join Event** to attend the Meeting via Cisco Webex Meeting Application.
 - (2.2) The system will display two windows, one designated for live broadcast and the other for live Multimedia Viewer.
 - (2.3) The Username and Password received via email are then again required to access “Multimedia Viewer function” which enabling users to view all agenda items and vote on the ongoing agendas. The Q&A function is also available in this section.
 - (2.4) Exiting the Meeting room can be done by clicking on the cross in the upper right corner. All votes will still be counted accordingly.
 - (2.5) If the “Leave the meeting” button is pressed, the votes of shareholders or proxy holders will be voided for the remaining agenda items that have not yet been voted in the Meeting.
3. If a shareholder does not wish to join the live broadcast, they can access the voting system directly by clicking on  provided in the registered email. Enter the received username and password to log in to the voting system. Then, click **Join Meeting**. The number of shares held by such shareholder/ proxy holder will be counted as part of the quorum at this stage.



ข้อมูลหุ้นที่มีสิทธิ์	
นาย ชื่อดรง ใจมั่นคง	10,000 หุ้น
ร่วมประชุมด้วยตนเอง	



If encounter any technical difficulties while using Pre-Register system and E-Meeting system (Webex/ D-AGM), please contact Call Center at +66(0) 2-140-2003 during 18 March – 1 April 2024, from 8:30 to 17:30 hrs., except on public holidays.

Voting Procedure during the E-Meeting

Access the Meeting via Smartphone & Tablet

Channel 1: Click to vote in Webex Chat

- (1) Click Webex Chat
- (2) Click the link to access voting system from the announcement showing in Webex Chat.
- (3) Enter the received Username and Password.
- (4) Submit a vote as determined.
- (5) System will show voting result as per your vote.

Channel 2: Click to vote from link provided via email

- (1) Open invitation email sent by the system.
- (2) Click link to access the voting system.
- (3) Enter the received Username and Password.
- (4) Submit a vote as determined.
- (5) System will show voting result as per your vote.

Access the Meeting via PC / Laptop

- (1) Press "Continue" button on the menu of "Multimedia Viewer".
- (2) Enter the received Username and Password.
- (3) Press "Log On" button.
- (4) Select the agenda for voting.
- (5) Press "Vote" button.
- (6) Submit a vote as determined.
- (7) System will show voting result as per your vote.

Procedure for Asking Questions during the E-Meeting

Request Live Q&A during the Meeting

- (1) Login to retrieve the latest query queue from the Webex Chat.
- (2) Press "Log On" button.
- (3) Press "Live Question" button.
- (4) Await the queue arrangement.
- (5) Monitor the queue received and await the call from the Meeting.
- (6) Click "Check Queue" button to check the current queue in the Meeting room.
- (7) When your turn in the queue is approaching, the officer will reach out to you via the Chat room to ensure you are prepared to use your camera/microphone for asking questions during the live broadcast.

Leave a Question

In case watching live broadcast: Click link to leave question in Webex Chat

- (1) Click menu "Send Question".
- (2) Press "Leave Question" button.
- (3) Select the agenda to leave question.
- (4) Enter your question.
- (5) Press "Send Question" button.

In case do not join the live broadcast: Click link provided via email to leave question

- (1) Open invitation email sent by the system.
- (2) Enter the received Username and Password.
- (3) Press "Leave Question" button.
- (4) Select the agenda to leave question.
- (5) Enter your question.
- (6) Press "Send Question" button.



Installation of Manual Webex Meetings Application and User Guide



**User Guide
Pre-Register System**



**User Guide
D-AGM, Voting and Q&A System**

Operation of E-Meeting (Webex and D-AGM System)

Operation of the system depends on the internet quality of shareholders or proxy holders, including equipment and/or application program of their devices.

- The recommended internet speed should be at least 4 Mbps.
- System can be compatible with Smartphone & Tablet for both Android and IOS in all versions.
- System can be compatible with the following internet browsers: Chrome or Safari or Microsoft Edge.



If encounter any technical difficulties while using Pre-Register system and E-Meeting system (Webex/D-AGM), please contact Call Center at +66(0) 2-140-2003 during 18 March – 1 April 2024, from 8:30 to 17:30 hrs., except on public holidays.

Document and Evidence Required for Meeting Attendance and Proxy Granting

For PTTEP's 2024 Annual General Shareholders' Meeting 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.

1. Shareholders attend the Meeting via electronic means (E-Meeting)
 - 1.1 Individual Person
 - (1) The Notification of Meeting form (Attachment 1) signed by shareholder.
 - (2) Copy of official document with photograph of shareholder issued by a government body, e.g. the identification card, government officials identification card, driver license or passport, which have been certified true copy by the shareholder. The information and image must be clear and not yet expired before or on the Meeting date.
 - 1.2 Juristic Person Represented by a Representative
 - (1) The Notification of Meeting form (Attachment 1) signed by the shareholder representative.
 - (2) Copy of the Affidavit of the juristic person shareholder (bear a date within 6 months) certified true copy by the Juristic Person's representative together with the seal of juristic person being affixed (if any), which shows that the representative attending the Meeting has power to act on behalf of the juristic person shareholder.
 - (3) Documents as specified in item 1.1 (2) of the representative of juristic person shareholder.
2. Shareholders granting proxy to attend the Meeting via electronic means (E-Meeting)
 - 2.1 Shareholders should carefully study the details of Meeting agenda before granting a proxy.
 - 2.2 Shareholders shall use only one type of Proxy Form (PTTEP disseminated only Proxy Form B. that already had a barcode printed for every shareholder, while shareholders can also download Proxy Form A. or Form C. at www.pttep.com).
 - 2.3 Affix the 20 Baht stamp duty and specify the date of Proxy Form across such stamp duty for correctness and legal binding.
 - 2.4 Before the Meeting commences, shareholders may cancel the proxy by submitting a written notice to PTTEP.
 - 2.5 If a shareholder prefers to appoint PTTEP's Independent Director (Details in Attachment 8) listed below to be the Proxy Holder:
 - (1) Mr. Teerapong Wongsiwawilas Independent Director, Chairman of the Nominating and Remuneration Committee, and Member of the Audit Committee or
 - (2) Ms. PENCHUN JARIKASEM Independent Director and Chairman of the Audit Committee or
 - (3) Mr. Veerathai Santiprabhob Independent Director, Member of the Risk Management Committee and Member of the Corporate Governance and Sustainability Committee

/ 2.6 Shareholders...

2.6 Shareholders may send Proxy Form (Attachment 7) along with the evidence documents specified under item 3.1 – 3.3 (as the case may be) to PTTEP for reviewing in advance via website at <https://register.pttdigital.com/PTTEP/registerbase> or via QR Code to access Pre-Register system which will be opened since 18 March 2024 or via a registered mail by using a business reply envelop (postage stamp is not required) to the following address and reach PTTEP by 25 March 2024 at 17.00 hrs.

To : Corporate Secretary and Assurance Division

Address : PTT Exploration and Production Public Company Limited
555/1 Energy Complex Building A, 33rd Floor
(Corporate Secretary and Assurance Division)
Vibhavadi Rangsit Road, Chatuchak, Chatuchak, Bangkok 10900
THAILAND

2.7 In case shareholder specifies in advance a vote for each agenda in Proxy B., PTTEP will register such vote according to the Proxy Form specified. If the shareholder does not specify a vote on the proxy form, the appointed Independent Director acting as the proxy holder will consider and vote as appropriate. To avoid having special conflict of interests to the agenda item 5: “To approve the board of directors’ and the sub-committees’ remuneration”, Independent Director who is granted proxies shall only vote “abstain” in the agenda (unless the shareholder specifies that the Independent Director to vote on their behalf by using Proxy Form B. or Form C.)

2.8 A proxy holder shall vote according to the shareholder’s directions. If the proxy’s failure to comply with such directions causes shareholder damage, the shareholder has the right to pursue legal action.

3. Document and Evidence Required for Proxy

3.1 In case Proxy Grantor is an Individual Person (It is recommended to use Proxy Form B. and cast the vote in each agenda item.)

- (1) The Notification of Meeting Form (Attachment 1) signed by the Proxy Holder.
- (2) Proxy Form (Attachment 7) clearly filled in and signed by the Proxy Grantor and the Proxy Holder.
- (3) Copy of official document with photograph of Proxy Grantor issued by a government body, e.g. the identification card, government officials identification card, driver license or passport, which has been certified true copy by the Proxy Grantor. The information and image must be clear and not yet expired before or on the Meeting date.
- (4) Copy of official document with photograph of Proxy Holder issued by the government body, e.g. the identification card, government identification card, driver license or passport, which has been certified true copy by the Proxy Holder. The information and image must be clear and not yet expired before or on the Meeting date.

- 3.2 In case Proxy Grantor is a Juristic Person (It is recommended to use Proxy Form B. and cast the vote in each agenda item.)
- (1) The Notification of Meeting Form (Attachment 1) signed by the Proxy Holder.
 - (2) Proxy Form (Attachment 7) clearly filled in and signed by the Proxy Grantor and the Proxy Holder.
 - (3) Copy of the Affidavit of the juristic person shareholder (bear a date within 6 months), which has been certified true copy by the Proxy Grantor showing that the Proxy Grantor has the power to act on behalf of the juristic person shareholder together with the seal of juristic person being affixed (if any).
 - (4) Copy of official document with photograph of Proxy Grantor issued by a government body, e.g. the identification card, government officials identification card, driver license or passport, which has been certified true copy by the Proxy Grantor. The information and image must be clear and not yet expired before or on the Meeting date.
 - (5) Copy of official document with photograph of Proxy Holder issued by a government body, e.g. the identification card, government officials identification card, driver license or passport, which has been certified true copy by the Proxy Holder. The information and image must be clear and not yet expired before or on the Meeting date.
- 3.3 In case Proxy Grantor is a Foreign Investor who appointed a Custodian in Thailand to act on their behalf (In this case, the shareholder can use Proxy Form C.)
- (1) The Notification of Meeting Form (Attachment 1) signed by the Proxy Holder.
 - (2) Proxy Form (Attachment 7) which clearly filled in and signed by Proxy Grantor and Proxy Holder.
 - (3) Copy of the documents as specified in 3.2 (3) – (4) or 1.1 (2), of the shareholder who is a Foreign Investor, and certified copy of Power of Attorney (“POA”) of Foreign Investor authorizing Custodian to sign the Proxy Form on their behalf, which has been certified true copy by the Proxy Grantor.
 - (4) Copy of certifying letter or copy of Custodian’s business license which authorizes Custodian to engage in custodian business, and certified true copy of POA of the Custodian authorizing its director, or its management, or its employee to grant proxy, which has been certified true copy by the Proxy Grantor.
 - (5) Copy of official document with photograph of Proxy Grantor issued by a government body, e.g. the identification card, government officials identification card, driver license or passport, which has been certified true copy by the Proxy Grantor. The information and image must be clear and not yet expired before or on the Meeting date.
 - (6) Copy of official document with photograph of Proxy Holder issued by a government body, e.g. the identification card, government officials identification card, driver license or passport, which has been certified true copy by the Proxy Holder. The information and image must be clear and not yet expired before or on the Meeting date.

- (7) In case of sub-delegation of the attorney-in-fact, all complete copies of POA(s) having power to appoint the sub-attorney-in-fact, including documents as specified in 1.1 (2) of empowering person, which are duly certified are required.
 - (8) In case any documents are produced or executed outside Thailand, such documents must be notarized by a notary public or a competent government authority under the laws of each country and certified by the Royal Thai Embassy or the Royal Thai Consulate-General or any other authorized officer (bear a date within 1 year until the Meeting date).
 - (9) In case the original documents are not in English, the English translation shall be required and certified by the shareholders.
4. In case shareholders deceased, the administrator of the deceased's estate attending the Meeting in person or in absentia. The aforementioned persons shall certify and submit a copy of court order with regards to an appointment of administrator of the deceased's estate as additional evidence.
5. In case shareholders are minors, their father, mother or guardians attending the Meeting in person or in absentia. The aforementioned persons shall certify and submit a copy of court order with regards to an appointment of guardian (if any), and/or a copy of house registration of their minors certified true copy by father, mother or guardian (whether the case may be) as additional evidence.
6. In case shareholders are incompetent persons or quasi-incompetent persons, the guardian or curator (as the case may be) attending the Meeting in person or in absentia. The aforementioned persons shall certify and submit a copy of court order with regards to an appointment of guardian or curator as additional evidence.
7. In case there are any changes of title/name/surname, the owner shall present the certified evidence to verify that change.
8. Shareholders wishing to attend the E-Meeting, either personally in case of items 1.1 and 1.2 or through a proxy granted to other persons, please register in advance their intention to attend the Meeting via the website <https://register.pttdigital.com/PTTEP/registerbase> or scan the QR code to access Pre-Register System; otherwise you will not receive Username, Password, and Link to attend the E-Meeting.
9. All documents in a kind of copied shall be certified true copy.
10. Shareholders are not allowed to allocate shares to several Proxies in order to vote at the Meeting. The shareholders shall authorize only one Proxy to cast the votes by all the shares held by such shareholders. Authorization of less than the total number of shares is prohibited, except for the Custodian appointed by the Foreign Investor in accordance with Proxy Form C.
11. Since PTTEP shall comply with the provisions under the Personal Data Protection Act B.E. 2562 (2019), Shareholders/ Proxy Grantors/ Proxy Holders are requested to cross out/ blacken out/ or doing by any means to conceal your religion and blood type in the copy of identification card/ government officials' identification card/ or passport. PTTEP reserves the right to cross out/ blacken out/ or do as aforementioned in case Shareholders/ Proxy Grantors/ Proxy Holders did not do so prior to submitting those documents to PTTEP.



PROXY Form A.

Duty Stamp
20 ฿

Written at _____

Date ____ Month _____ Year ____

1. I/We

Address _____

Nationality _____

Shareholders' Registration No.

2. Being a shareholder of PTT Exploration and Production Public Company Limited.

Holding the total amount of _____ shares

 ordinary share _____ shares

3. Hereby appoint (May grant proxy to PTTEP Independent Director as listed below)

 (1) Mr. Teerapong Wongsiwawilas Age 59 Years Address: PTT Exploration and Production Public Company Limited
34th Floor, 555/1 Vibhavadee Rangsit Road

Chatuchak District, Bangkok 10900 or

 (2) Ms. Penchun Jarikasem Age 69 Years Address: PTT Exploration and Production Public Company Limited
34th Floor, 555/1 Vibhavadee Rangsit Road

Chatuchak District, Bangkok 10900 or

 (3) Mr. Veerathai Santiprabhob Age 54 Years Address: PTT Exploration and Production Public Company Limited
34th Floor, 555/1 Vibhavadee Rangsit Road

Chatuchak District, Bangkok 10900 or

 (4) Mr. / Mrs. / Miss _____ Age _____ Years

Address _____ Road _____ Sub-District _____

District _____ Province _____ Zip Code _____ or

 (5) Mr. / Mrs. / Miss _____ Age _____ Years

Address _____ Road _____ Sub-District _____

District _____ Province _____ Zip Code _____ or

 (6) Mr. / Mrs. / Miss _____ Age _____ Years

Address _____ Road _____ Sub-District _____

District _____ Province _____ Zip Code _____

Anyone of the above as my/our proxy holder to attend and vote at the 2024 Annual General Shareholders' Meeting to be held on Monday 1 April 2024 at 14.30 hours through electronic media according to the Emergency Decree on Electronic Meeting B. E. 2563 (2020) and other related laws and regulations or on the date and at the place as may be postponed.

I/We shall be fully liable for any action taken by the proxy holder at the meeting.

Signature _____ Proxy Grantor

Signature _____ Proxy Holder

Signature _____ Proxy Holder

Signature _____ Proxy Holder

Remark

1. A shareholder shall appoint only one proxy holder to attend and vote at the Meeting. A shareholder may not split shares and appoint more than one proxy holder in order to split votes.
2. A Shareholder shall grant proxy of the total shares holding and cannot grant partial shares.



PROXY Form B.

Duty Stamp
20 ฿

Written at _____

Date ____ Month _____ Year ____

1. I/We

Address

Shareholders' Registration No.

Nationality

2. Being a shareholder of PTT Exploration and Production Public Company Limited.

Holding the total amount of _____ shares

 ordinary share _____ shares

3. Hereby appoint (May grant proxy to PTTEP Independent Director as listed below, the details are as per Attachment 8)

(1) Mr. Teerapong Wongsiwawilas Age 59 Years Address: PTT Exploration and Production Public Company Limited
34th Floor, 555/1 Vibhavadi Rangsit Road
Chatuchak District, Bangkok 10900 or

(2) Ms. Penchun Jarikasem Age 69 Years Address: PTT Exploration and Production Public Company Limited
34th Floor, 555/1 Vibhavadi Rangsit Road
Chatuchak District, Bangkok 10900 or

(3) Mr. Veerathai Santiprabhob Age 54 Years Address: PTT Exploration and Production Public Company Limited
34th Floor, 555/1 Vibhavadi Rangsit Road
Chatuchak District, Bangkok 10900 or

(4) Mr. / Mrs. / Miss _____ Age _____ Years
Address _____ Road _____ Sub-District _____
District _____ Province _____ Zip Code _____ or

(5) Mr. / Mrs. / Miss _____ Age _____ Years
Address _____ Road _____ Sub-District _____
District _____ Province _____ Zip Code _____ or

(6) Mr. / Mrs. / Miss _____ Age _____ Years
Address _____ Road _____ Sub-District _____
District _____ Province _____ Zip Code _____

Anyone of the above as my/our proxy holder to attend and vote at the 2024 Annual General Shareholders' Meeting to be held on Monday 1 April 2024 at 14.30 hours through electronic media (E-Meeting) according to the Emergency Decree on Electronic Meeting B. E. 2563 (2020) and other related laws and regulations or on the date and at the place as may be postponed.

4. I/We therefore would like to vote as follows for each agenda item as follows:

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

(This agenda item is for acknowledgement, therefore there is no vote casting.)

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

 (1) The proxy holder shall vote independently as to his/her consideration. (2) The proxy holder shall vote according to the shareholder's requirement as follows. For Against Abstain

Agenda Item 3: To approve the dividend payment for 2023 performance.

 (1) The proxy holder shall vote independently as to his/her consideration. (2) The proxy holder shall vote according to the shareholder's requirement as follows. For Against Abstain

Agenda Item 4: To appoint the auditor and consider the audit fee for financial statements for the year 2024.

 (1) The proxy holder shall vote independently as to his/her consideration. (2) The proxy holder shall vote according to the shareholder's requirement as follows. For Against Abstain

Agenda Item 5: To approve the Board of Directors' and the sub-committees' remuneration.

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
 - For Against Abstain

Agenda Item 6: To approve the appointment of new directors in replacement of those who are due to retire by rotation and who resigned.

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
 - Appoint all the nominated candidates as a whole
 - For Against Abstain

Appoint an individual candidate

- | | | | | | |
|-----|----------------|-------------------------------|------------------------------|----------------------------------|----------------------------------|
| 6.1 | Candidate Name | Mr. Krairit Euchukanonchai | <input type="checkbox"/> For | <input type="checkbox"/> Against | <input type="checkbox"/> Abstain |
| 6.2 | Candidate Name | Mr. Thongthit Chayakula | <input type="checkbox"/> For | <input type="checkbox"/> Against | <input type="checkbox"/> Abstain |
| 6.3 | Candidate Name | Mr. Phongsthorn Thavisin | <input type="checkbox"/> For | <input type="checkbox"/> Against | <input type="checkbox"/> Abstain |
| 6.4 | Candidate Name | Mrs. Natjaree Anuntasilpa | <input type="checkbox"/> For | <input type="checkbox"/> Against | <input type="checkbox"/> Abstain |
| 6.5 | Candidate Name | Admiral Pokkrong Monthatpalin | <input type="checkbox"/> For | <input type="checkbox"/> Against | <input type="checkbox"/> Abstain |

Agenda Item 7: Other Matters (if any).

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
 - For Against Abstain

- 5. Voting of proxy holder in any agenda item that is not as specified in this proxy shall be considered as invalid and not my voting as a shareholder.
- 6. In case I/we have not declared a voting intention in any agenda item or my/our determination is not clear or in case the meeting considers or passes resolutions in any matters apart from those agenda items specified above, including the case that there is any amendment or addition of any fact, the proxy holder shall have the right to consider and vote as to his/her consideration.

I/We shall be fully liable for any action taken by the proxy holder at the meeting except for vote of the proxy holder which is not in accordance with this Proxy Form.

Signature _____ Proxy Grantor

Signature _____ Proxy Holder

Signature _____ Proxy Holder

Signature _____ Proxy Holder

Remark

- 1. A shareholder shall appoint only one proxy holder to attend and vote at the Meeting. A shareholder may not split shares and appoint more than one proxy holder in order to split votes.
- 2. In agenda item regarding the election of new directors, the ballot can be either for all the nominated candidates as a whole or for an individual candidate.
- 3. In case there is any further agenda item apart from specified above brought into consideration in the Meeting, the proxy holder may use the Attachment to Proxy Form B.

Attachment to Proxy Form B.

The Proxy of the shareholder of PTT Exploration and Production Public Company Limited.

In the Meeting of the 2024 Annual General Shareholders' Meeting to be held on Monday 1 April 2024 at 14.30 hours through electronic media (E-Meeting) according to the Emergency Decree on Electronic Meeting B. E. 2563 (2020) and other related laws and regulations or on the date as may be postponed.

Agenda Item: _____ Subject: _____

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
- For Against Abstain

Agenda Item: _____ Subject: _____

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
- For Against Abstain



PROXY Form C.
(For foreign shareholders who have custodians in Thailand only.)

Duty Stamp
20 ฿

Written at _____

Date ____ Month _____ Year ____

1. I/We

Address

Shareholders' Registration No.

Nationality

2. Being a shareholder of PTT Exploration and Production Public Company Limited.

Holding the total amount of

ordinary share

3. Hereby appoint (May grant proxy to PTTEP Independent Director as listed below)

- (1) Mr. Teerapong Wongsiwawilas Age 59 Years Address: PTT Exploration and Production Public Company Limited
34th Floor, 555/1 Vibhavadee Rangsit Road
Chatuchak District, Bangkok 10900 or
- (2) Ms. Penchun Jarikasem Age 69 Years Address: PTT Exploration and Production Public Company Limited
34th Floor, 555/1 Vibhavadee Rangsit Road
Chatuchak District, Bangkok 10900 or
- (3) Mr. Veerathai Santiprabhob Age 54 Years Address: PTT Exploration and Production Public Company Limited
34th Floor, 555/1 Vibhavadee Rangsit Road
Chatuchak District, Bangkok 10900 or
- (4) Mr. / Mrs. / Miss _____ Age _____ Years
Address _____ Road _____ Sub-District _____
District _____ Province _____ Zip Code _____ or
- (5) Mr. / Mrs. / Miss _____ Age _____ Years
Address _____ Road _____ Sub-District _____
District _____ Province _____ Zip Code _____ or
- (6) Mr. / Mrs. / Miss _____ Age _____ Years
Address _____ Road _____ Sub-District _____
District _____ Province _____ Zip Code _____

Anyone of the above as my/our proxy holder to attend and vote at the 2024 Annual General Shareholders' Meeting to be held on Monday 1 April 2024 at 14.30 hours through electronic media according to the Emergency Decree on Electronic Meeting B. E. 2563 (2020) and other related laws and regulations or on the date and at the place as may be postponed.

4. I/We would like to grant proxy holder to attend and vote in the Meeting as follows:

Grant proxy the total amount of shares holding and entitled to vote.

Grant partial shares of Ordinary share _____ shares, entitled to voting right _____ votes

5. I/We therefore would like to vote as follows for each agenda item as follows:

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

(This agenda item is for acknowledgement, therefore there is no vote casting.)

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

(1) The proxy holder shall vote independently as to his/her consideration.

(2) The proxy holder shall vote according to the shareholder's requirement as follows.

For _____ Votes Against _____ Votes Abstain _____ Votes

Agenda Item 3: To approve the dividend payment for 2023 performance.

(1) The proxy holder shall vote independently as to his/her consideration.

(2) The proxy holder shall vote according to the shareholder's requirement as follows.

For _____ Votes Against _____ Votes Abstain _____ Votes

Agenda Item 4: To appoint the auditor and consider the audit fee for financial statements for the year 2024.

(1) The proxy holder shall vote independently as to his/her consideration.

(2) The proxy holder shall vote according to the shareholder's requirement as follows.

For _____ Votes Against _____ Votes Abstain _____ Votes

Agenda Item 5: To approve the Board of Directors' and the sub-committees' remuneration.

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
 - For _____ Votes Against _____ Votes Abstain _____ Votes

Agenda Item 6: To approve the appointment of new directors in replacement of those who are due to retire by rotation.

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
 - Appoint all the nominated candidates as a whole
 - For _____ Votes Against _____ Votes Abstain _____ Votes
 - Appoint an individual candidate

- 6.1 Candidate Name Mr. Krairit Euchukanonchai
 - For _____ Votes Against _____ Votes Abstain _____ Votes
- 6.2 Candidate Name Mr. Thongthit Chayakula
 - For _____ Votes Against _____ Votes Abstain _____ Votes
- 6.3 Candidate Name Mr. Phongsthorn Thavisin
 - For _____ Votes Against _____ Votes Abstain _____ Votes
- 6.4 Candidate Name Mrs. Natjaree Anuntasilpa
 - For _____ Votes Against _____ Votes Abstain _____ Votes
- 6.5 Candidate Name Admiral Pokkrong Monthatphalin
 - For _____ Votes Against _____ Votes Abstain _____ Votes

Agenda Item 7: Other Matters (if any).

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
 - For Against Abstain

- 6. Voting of proxy holder in any agenda item that is not as specified in this proxy shall be considered as invalid and not my voting as a shareholder.
- 7. In case I have not declared a voting intention in any agenda item or my determination is not clear or in case the meeting considers or passes resolutions in any matters apart from those agenda items specified above, including the case that there is any amendment or addition of any fact, the proxy holder shall have the right to consider and vote as to his/her consideration.

I/We shall be fully liable for any action taken by the proxy holder at the meeting except for vote of the proxy holder which is not in accordance with this Proxy Form.

Signature _____ Proxy Grantor

Signature _____ Proxy Holder

Signature _____ Proxy Holder

Signature _____ Proxy Holder

Remark

- 1. Only foreign shareholders as registered in the registration book who have appointed a custodian in Thailand can use the Proxy Form C.
- 2. Evidences to be enclosed with the proxy form are:
 - (1) Power of Attorney from shareholder authorizes a custodian to sign the Proxy Form on behalf of the shareholder.
 - (2) Letter of certification to certify that the signer in the Proxy Form have a permit to act as a Custodian.
- 3. A shareholder shall appoint only one proxy holder to attend and vote at the Meeting. A shareholder may not split shares and appoint more than one proxy holder in order to split votes.
- 4. In agenda item regarding the election of new directors, the ballot can be either for all the nominated candidates as a whole or for an individual candidate.
- 5. In case there is any further agenda item apart from specified above brought into consideration in the Meeting, the proxy holder may use the Attachment to Proxy Form C.

Attachment to Proxy Form C.

The Proxy of the shareholder of PTT Exploration and Production Public Company Limited.

In the Meeting of the 2024 Annual General Shareholders' Meeting to be held on Monday 1 April 2024 at 14.30 hours through electronic media according to the Emergency Decree on Electronic Meeting B. E. 2563 (2020) and other related laws and regulations or on the date and at the place as may be postponed.

Agenda Item: _____ Subject: _____

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
- For _____ Votes Against _____ Votes Abstain _____ Votes

Agenda Item: _____ Subject: _____

- (1) The proxy holder shall vote independently as to his/her consideration.
- (2) The proxy holder shall vote according to the shareholder's requirement as follows.
- For _____ Votes Against _____ Votes Abstain _____ Votes

รายชื่อและรายละเอียดเกี่ยวกับกรรมการอิสระเพื่อประกอบการมอบฉันทะของผู้ถือหุ้น
Name List and Details of PTTEP Independent Directors to be Used with Proxy of Shareholders

1. นายธีระพงษ์ วงศ์ศิระวิลาส

(กรรมการอิสระ ประธานกรรมการสรรหาและกำหนดค่าตอบแทน และกรรมการตรวจสอบ)

อายุ 59 ปี ที่อยู่: บริษัท ปตท.สำรวจและผลิตปิโตรเลียม จำกัด (มหาชน) เลขที่ 555/1 ชั้น 34 ถนนวิภาวดีรังสิต เขตจตุจักร กรุงเทพฯ 10900

Mr. Teerapong Wongsiwawilas

(Independent Director, Chairman of the Nominating and Remuneration Committee, and Member of the Audit Committee)

Age 59, Address: PTT Exploration and Production Public Company Limited 555/1, 34th Floor, Vibhavadi Rangsit Road, Chatuchak District, Bangkok 10900

2. นางสาวเพ็ญจันทร์ จริเกษม

(กรรมการอิสระ และประธานกรรมการตรวจสอบ)

อายุ 69 ปี ที่อยู่: บริษัท ปตท.สำรวจและผลิตปิโตรเลียม จำกัด (มหาชน) เลขที่ 555/1 ชั้น 34 ถนนวิภาวดีรังสิต เขตจตุจักร กรุงเทพฯ 10900

Ms. Penchan Jarikasem

(Independent Director and Chairman of the Audit Committee)

Age 60, Address: PTT Exploration and Production Public Company Limited 555/1, 34th Floor, Vibhavadi Rangsit Road, Chatuchak District, Bangkok 10900

3. นายวิโรท สันติประภพ

(กรรมการอิสระ กรรมการบริหารความเสี่ยง และกรรมการบรรษัทภิบาลและความยั่งยืน)

อายุ 54 ปี ที่อยู่: บริษัท ปตท.สำรวจและผลิตปิโตรเลียม จำกัด (มหาชน) เลขที่ 555/1 ชั้น 34 ถนนวิภาวดีรังสิต เขตจตุจักร กรุงเทพฯ 10900

Mr. Veerathai Santiprabhob

(Independent Director, Member of the Risk Management Committee and Member of the Corporate Governance and Sustainability Committee)

Age 54, Address: PTT Exploration and Production Public Company Limited 555/1, 34th Floor, Vibhavadi Rangsit Road, Chatuchak District, Bangkok 10900

กรรมการอิสระทั้ง 3 คน ข้างต้น ไม่มีส่วนได้เสียพิเศษในทุกระเบียบวาระการประชุม ยกเว้นระเบียบวาระที่ 5 พิจารณาค่าตอบแทนสำหรับคณะกรรมการและคณะกรรมการเฉพาะเรื่อง ซึ่งถือว่ามีส่วนได้เสียพิเศษ ดังนั้น กรรมการอิสระที่ได้รับมอบฉันทะจะไม่ออกเสียงลงคะแนนในระเบียบวาระดังกล่าว (เว้นแต่กรณีผู้ถือหุ้นระบุให้กรรมการอิสระออกเสียงลงคะแนนแทนอย่างชัดเจนโดยใช้หนังสือมอบฉันทะ แบบ ข. หรือ แบบ ค.)

All 3 above-mentioned independent directors are considered to have no special conflicts of interests in all agendas except the agenda item 5: "To approve the Board of Directors' and the sub-committees' remuneration", therefore, those independent directors who are granted proxies shall refrain from voting in such agenda item (unless shareholders clearly define their votes in the proxy B or proxy C.)

PTTEP Articles of Association, the Public Limited Company Act and the Securities and Exchange Act Concerning the Shareholders' Meeting and Vote Casting

PTTEP Articles of Association

• **Closing of Share Registration Book:**

Article 7 During the period of twenty-one days prior to the date of each shareholder meeting, the Company may suspend registration of share transfers by making an announcement to the shareholders in advance at its head office and branch office (if any) for the period of not less than fourteen days before the date beginning the suspension of registration of share transfers.

• **Calling of the Shareholders Meeting:**

Article 21 The Board shall arrange for an Annual Ordinary Meeting of Shareholders to be held within four months after the end of the fiscal year of the Company.

All other meetings are called "Extraordinary Meeting". The Board of Directors may summon an Extraordinary Meeting whenever they think fit or one or more shareholders holding shares amounting to not less than ten percent of the total number of shares sold may subscribe their names to a notice requesting the Board of Directors to convene an Extraordinary Meeting of shareholders at any time; provided that they shall also specify clearly the reasons for such request in the notice. In such case, the Board of Directors must arrange for a meeting of shareholders within forty five days from the date of receipt of the notice.

In the case where the Board of the Directors fails to arrange a meeting within the period as in paragraph two, the shareholders who subscribed their names or other shareholders holding shares amounting to the share amount required herein are entitled to hold the meeting within forty five days of the lapse of the due date in paragraph two. In such case, the meeting shall be considered as a meeting called by the Board of Directors where the company must be accountable for any essential expenses incurred from the meeting and facilitate the meeting as appropriate.

In case that the shareholders' meeting called in accordance with paragraph three is not met by meeting quorum requirements in this Articles of Association, the shareholders who called for the meeting shall cover the expenses of that meeting themselves.

Article 22 The Board of Directors shall summon a shareholders' meeting by sending a notice to the shareholders not less than seven days before the date of the meeting. The notice shall specify the place, date, time and agenda of the meeting and the subject matter to be submitted to the meeting together with appropriate details. Such notice shall be published in a newspaper or via electronic media in accordance with the laws or regulations in force at that time, for the period of not less than three consecutive days before the date of the meeting. (Please refer to Section 6, Section 29, and Section 101 of the PLCA)

- **The quorum:**

Article 23 The quorum of a shareholders meeting shall be either not less than twenty-five shareholders present and proxies (if any) or not less than half of the total number of shareholders, who hold shares amounting to not less than one-third of the total number of shares sold.

The Chairman of the Board shall, by the position, be the Chairman of the shareholders meetings. If the Chairman is absent or is unable to perform his duties the Vice-Chairman shall take the chair, if the Vice-Chairman is absent or there is one, but he is unable to perform his duties, the shareholders shall elect one among themselves as the Chairman of the meeting.

If after one hour from the time fixed for any general meeting of shareholders, the number of shareholders present does not constitute a quorum as specified, such meeting shall be cancelled provided such general meeting was requested by the shareholders. However, if such shareholders meeting was not requested by the shareholders the meeting shall be called again and notice for a new meeting shall be sent to shareholders not less than seven days prior to the meeting. In the new meeting, no quorum shall be required.

- **Voting:**

Article 24 In casting votes, each shareholder shall have votes equal to the number of shares held by him. The resolution of the shareholders meeting shall comprise of the following votes:

(1) All ordinary resolutions shall require a simple majority of the total of votes cast by shareholders present and vote at the meeting. In case the votes are tied, the Chairman of the meeting shall have a casting vote.

(In this meeting, it is related to the Agenda Items 2 – 4 and 6)

(2) The resolutions to fix the director's remuneration shall require not less than two-third of the total number of votes cast by the shareholders present and entitled to vote.

(In this meeting, it is related to the Agenda Item 5)

Articles 10 The directors shall be elected at the shareholders meeting in accordance with the following rules and methods:

(1) Each shareholder shall have votes equal to the number of shares held by him;

(2) Each shareholder may exercise all the votes he has under (1) to elect one or several persons as directors, but may not allot his votes to any person at any number.

(3) The person who received highest votes in their respective order of the votes shall be elected as directors at the number of directors that the Company may have or that are to be elected at such meeting. In the event of equal votes among the persons elected in order of respective high numbers of votes, which number exceeds the number of directors that the Company may have or that are to be elected at such meeting, the Chairman of that meeting shall have a casting vote.

- **Granting Proxy:**

Article 25 Proxy to attend the shareholders' meeting must be granted to one person only.

In case of a foreign shareholder who appoints a custodian in Thailand to be responsible for and looking after his/her shares, the shareholder can authorize a custodian to sign the proxy form on his/her behalf. (Please refer to Section 34 and Section 102 of the PLCA)

- **E-Meeting:**

Article 37 The Board of Directors meeting, Shareholders meeting, and other meetings as required by laws may be organized and held through electronic media. In such event, the invitation notice and other supporting documents must be sent, and copy of which must be retained, in accordance with the requirements of laws and related regulations then in effect at the time of the meeting. The Board of Directors meeting or Shareholders meeting organized and held through electronic media shall have the same legal effect as if any such meeting was organized and held at one place of the meeting as specified by laws and elsewhere in these Articles of Association

Public Limited Company Act

- **Section 53.** A share is indivisible.

If two persons and more jointly subscribe for or hold one share or more, those persons must be jointly liable for remittance of payment for the share or shares and the amount in excess of the share value, and must appoint one among them as the person to exercise rights in the capacity as the share subscriber or shareholders, as the case may be.

- **Section 105.** The Chairman of the meeting of shareholders has duties to conduct the meeting to be in accordance with the relevant articles prescribed in the Articles of Association of the Company and to conduct the meeting agenda in accordance with the respective order as set out in the notice of meeting, unless the meeting resolves to change the agenda order with votes of not less than two-third of the number of shareholders present.

Upon completion of consideration under paragraph one, the shareholders holding shares amounting to not less than one-third of the total number of shares sold may request the meeting to consider other matters in addition to those specified in the notice of meeting.

In the case where the meeting has not concluded the consideration of matters accordance with the agenda order under paragraph one, or the matters requested by shareholders under paragraph two, as the case may be, and it is necessary to adjourn the meeting, the meeting shall fix a place, date, and time for the next meeting and the Board of Directors shall send a notice of meeting specifying the place, date, and time and agenda of the meeting to the shareholders not less than seven days in advance of the date of the next meeting. Besides, the notice of meeting shall also be announced in a newspaper for the period of not less than three days prior to the date of the meeting.

- **Section 108.** In any meeting of shareholders, if the meeting was convened or a resolution was passed not in compliance with or in violation of the Articles of Association of the company or the provisions of this Act, shareholders of not less than five persons or shareholders holding shares amounting to not less than one-fifth of the total number of shares sold may request the court to order revocation of such resolution of the meeting, but the request must be made within one month from the date on which the resolution was passed by the meeting.

In the case where the court orders revocation of the resolution passed by the meeting of shareholders under paragraph one, the company shall notify the shareholders thereof within one month from date the judgment becomes final and conclusive.

- **Section 112.** The Board of Directors shall prepare the balance sheet and profit and loss account of the date ending the accounting period of the Company to be put forth to the Annual Ordinary Meeting of Shareholders for consideration to approve.

For the balance sheet and the profit and loss account to be prepared under paragraph one or to be prepared during the course of the accounting year of the Company to be submitted to the meeting of shareholders for consideration to approve, the board of directors shall have them prepared and audited by the auditor before submission to the meeting of shareholders.

- **Section 115.** No dividend shall be paid out of funds other than profit. In the case where the company still sustains an accumulated loss, no dividend shall be paid.

Dividend shall be distributed according to number of shares in equal amount for each share, unless the Articles of Association otherwise provide in respect of preference shares. Dividend payout must be duly approved by the meeting of shareholders.

If the Articles of Association of the company permit, the Board of Directors may pay interim dividend to the shareholders from time to time when they see that the Company has sufficient profit to do so and, after the dividend has been paid, they shall report such interim dividend payout to the next meeting of shareholders for information.

Payment of dividend shall be made within one month from the date of resolution of the meeting of shareholders or of the resolution of the board of directors, as the case may be. A notice of interim dividend payout thereof shall be sent to the shareholders and also be published in a newspaper.

- **Section 120.** The Annual Ordinary Meeting of Shareholders shall appoint an auditor and determine the remuneration of the auditor of the Company every year. The former auditor may be re-appointed.

- **Section 121.** The auditor shall not be a director, staff, employee, or person holding any position in the Company.

- **Section 125.** The auditor has the right to give written explanations to the meeting of shareholders and has duty to attend the meeting of shareholders at which the balance sheet, the profit and loss account, and the problems pertaining to accounting of the Company are considered in order to make clarifications in respect of audit to the shareholders, and the Company shall send to the auditor all reports and documents receivable by the shareholders in such meeting of shareholders.

- **Section 127.** The Company shall send the annual report together with copies of the balance sheet and the profit and loss account duly examined and approved by the meeting of shareholders and a copy of the minutes of meeting of shareholders only in the part concerning approval of the balance sheet, profit and loss account, and distribution of dividend, duly certified correct by the authorized signature, to the registrar. The Company shall also publish the balance sheet for public information in a newspaper for a period of at least one day within one month from the date of approval of the meeting of shareholders.

- **Section 218.** Any person who participated in the statutory meeting or meeting of shareholders and voted or abstained by falsely showing himself as a share subscriber, shareholder, or person authorized to vote on behalf of share subscribers or shareholders, shall be subject to a regulatory offense punishable by a fine not exceeding twenty thousand Baht.

Any person who aided the commission of offense pursuant to paragraph one by delivering document showing share subscription or share certificates for used in the aforesaid act, shall be subject to a regulatory offense punishable by the same penalty.

Securities and Exchange Act

- **Section 89/26.** In a shareholders' meeting, a person who has the right to vote shall be a shareholder whose name is recorded in the shareholders' register as of the date determined by the Board of Directors and the amount of shares for which each shareholder has the right to vote shall be in accordance with the shareholders' register as of the same date. In this regard, the right of such person shall not be affected even though the information in the shareholders' register as of the date of the shareholders' meeting has been changed.

The date determined by the Board of Directors under the first paragraph shall not exceed two months prior to date of the shareholders' meeting but shall not be prior to date on which the Board of Directors has approved to call for the meeting. Once the Board of Directors determines the date on which the recorded shareholders have the right to attend the meeting, such date shall not be altered.



PTTEP Guidelines on Personal Data Processing For Shareholders Meeting

PTT Exploration and Production Public Company Limited or PTTEP values the importance of personal data protection and therefore establishes guidelines on personal data processing for its shareholders meeting to describe our practice on how we treat your personal data including sensitive personal data pursuant to section 26 of the Personal Data Protection Act B.E. 2562 (2019) and as may be further prescribed by the Personal Data Protection Committee as follows:

Personal Data to be Collected, Used, Disclosed

PTTEP will collect, use, and disclose (“Process”) your general personal data, namely your name-surname, date of birth, identification number, security account number, address, telephone number, email (if any), photo or VDO recording within the area of the Shareholders Meeting event.

PTTEP may process your sensitive personal data namely health information for health screening purpose. In case PTTEP collects such data, PTTEP will act on the basis of obtaining explicit consent or other ground as legally permitted.

In case of appointment of a proxy holder to attend the Shareholders Meeting, PTTEP will process his/her personal data in accordance with these Guidelines. You are obligated to ensure that you possess the right to allow PTTEP to process such personal data, to seek for data subject’s consent (if legally required), and to notify the data subject of these Guidelines.

It is necessary that PTTEP collects the afore-mentioned personal data to act in accordance with laws related to listed company, security issuer, or other status including acting in compliance with the purpose set out in these Guidelines. Your refusal to provide any such personal data may result in PTTEP’s inability to act in accordance with the purpose set out in these Guidelines and/or related laws.

Remark: Any identification documents submitted to PTTEP, such as copy of national ID card or other official documents may contain sensitive personal data, e.g. race, blood type, religion which are not required for the purpose of holding the Shareholders Meeting. You may blacken out those sensitive personal data prior to submitting those documents to PTTEP. In case PTTEP receives documents containing sensitive personal data, PTTEP reserves the right to blacken out those sensitive data for you and, in such case, PTTEP shall be deemed not having collected any such sensitive personal data from the submitted documents.

Source of Personal Data

PTTEP may collect your personal data from the following sources:

1. Personal data collected from you or via e-AGM service provider as appeared in the registration documents including other documents and forms such as e-request form for attendance of electronic meeting, proxy or health screening questionnaire (if any), copy of other cards or identification documents submitted to attend to the Shareholders Meeting physically or via electronic means (as the case may be). On the Shareholders Meeting date, PTTEP will take photos and make a VDO recording in the area of the Shareholders Meeting event which may include attendees. You may appear in some such photos and/or VDO recordings. In case you wish PTTEP to refrain from disclosing any photos or any part of VDO recordings in which you appear, you may notify PTTEP for further processing.
2. Personal data collected from the shareholder list as of the record date which PTTEP received from Thailand Securities Depository Co., Ltd. or TSD (PTTEP’s securities registrar).

Purpose of Personal Data Processing

PTTEP processes your personal data for the following purposes:

1. Identification of the shareholders’ right to attend to the Shareholders Meeting, calling for the Shareholders Meeting, registration to attend to the Shareholders Meeting, calculation of the meeting quorum and vote in each agenda item.
2. Payment of dividend including interim dividend (in case dividend payment is approved in such meeting).
3. Preparation of concerned system for Shareholders Meeting including broadcasting system (if any).
4. Recording your name-surname in the meeting minutes in case you raise questions for the Meeting.
5. Contacting and sending documents to the shareholders such as the annual report, sustainability report, and financial report.

For sensitive personal data such as your health data, PTTEP will process such data for the following purposes:

1. Conducting health screening of attendees to the Shareholders Meeting.
2. Notifying personal data of attendees having or suspicious to have communicable disease (if detected) as legally required.

Legal Basis for Personal Data Processing

1. Legal Obligation – To lawfully act as a listed company, security issuer, and other legal position in compliance with the Public Limited Company Act B.E.2535 (1992), the Securities and Exchange Act B.E.2535 (1992) including other related laws, regulations and notifications.
2. Legitimate Interest – To act in the lawful interest of the data subjects and to the extent reasonably anticipated by them, or for other purposes as legally permitted such as photo taking, sound recording, VDO or CCTV recording as necessary, which will be used for security purposes, or as advertising materials, or in PTTEP activities held for the shareholders.

For sensitive personal data such as your health data, PTTEP will process such data under the following legal basis:

1. Explicit consent we obtained from you in the consent form for personal data collection, use, and disclosure.
2. Necessary to constitute or exercise legal right, to comply with or raise as a defense against legal right.
3. To act in compliance with the laws to serve public interest in term of public health by having proper and specific measures to protect the right and liberty of data subject, especially confidentiality over such personal data.

Type of Person or Organization to which PTTEP may disclose your Personal Data

PTTEP may disclose your personal data to the person(s) or organization(s) below according to the purpose defined in these Guidelines.

1. Service providers that provide information and communication technology and services to PTTEP to proceed with the registration to attend to the Shareholders Meeting, calculation of the meeting quorum and vote in each agenda item including keeping the personal data as backup information in case of necessity, service provider that provides Live Broadcast service for the Shareholders Meeting (if any) and event organizers that concern the Shareholders Meeting and other events organized for the Shareholders as necessary, including information disclosure for public relation purpose such as photo or VDO recording disclosed through public media.
2. The Stock Exchange of Thailand (SET) and the Department of Business Development, the Ministry of Commerce and on PTTEP's website as legally required, in case your or proxy holder's name-surname appears in the meeting minutes as you raise questions for the Meeting.
3. External law firm or counsel that PTTEP seeks legal advice and/or engages to oversee legal compliance of the Meeting such as for document preparation and review, and financial institutes that PTTEP engages to transact any financial transactions for the shareholders' benefits such as payment of dividend including interim dividend.
4. (In case of collection of health data only) the Department of Disease Control, the Ministry of Public Health or other concerned government offices in case infection of communicable diseases is detected or is believably possible.

Measure and Period for Retention of Personal Data

PTTEP will retain your personal data in hard-copy format at the PTTEP office, or at PTTEP rental storage facilities, or at business places or storage facilities of the service providers that PTTEP hired to provide storage service of important documents. Such personal data may also be retained in electronic format within the PTTEP electronic database, Shared Drive/Cloud, or electronic database of service providers that provide information and communication technology and services to PTTEP. Your personal data will be retained for the entire period necessary to be used for the purposes identified above. After such period, PTTEP may also retain your personal data as backup information in case of necessity for the period of 10 years from the date of receipt of your personal data except as otherwise allowed by laws or in case PTTEP possesses any other rights or legitimate interest to process the collected personal data. After the afore-mentioned period, your personal data will be eliminated within 90 days.

Data Subject Rights

The data subjects are entitled to withdraw consent given for the use of personal data processing (withdrawal of consent shall not affect the collection, use, or disclosure of personal data to which the data subject has already given consent), to request access to and obtain a copy of their personal data including requesting the disclosure of acquisition of their personal data obtained without their consent, to request for correction of their personal data, to request for deletion or anonymization of their personal data, to request for cessation of the use of personal data, to request for personal data transfer and to send or transfer any personal data to other data controller, including the right to object to data processing of their personal data and the right to lodge complaint against PTTEP's act to the Personal Data Protection Committee.

You as a data subject may exercise the rights mentioned above by submitting your request to PTTEP, either in a hard-copy or electronic format. You can download the form and related details from the PTTEP website <https://www.pttep.com> PTTEP will consider and advise the outcome of our consideration within 30 days from the date of receipt of your request. PTTEP may refuse to proceed with the data subject's request, only to the extent legally allowable.

Revision of Guidelines on Personal Data Processing

PTTEP may from time to time revise these guidelines to remain in line with the legal requirements or any changes in PTTEP's process. PTTEP will notify you of the revised guidelines prior to enforcement with your personal data.

Data Protection Security Measure

PTTEP implements appropriate security measures for processing personal data, in the documents, electronic and/or any other forms, which include necessary measures covering components of related information systems based on the compliance with security measures stipulated by personal data laws to maintain confidentiality, integrity, and availability of Personal Data as appropriate according to the risk levels. These measures include the limitation of access right of personal data and significant components of information system, the user access management, the user roles and responsibilities and the implementation of appropriate method enabling the re-examination of unauthorized access, alteration, amendment, or erasure of the Personal Data. In addition, the Company continuously promotes awareness of personal data protection and security measures for relevant employees to prevent loss, unauthorized and unlawful access, use, alteration, or disclosure of your personal data.

Contact Information

Corporate Secretary Division

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