

## **Criteria for Shareholders to Propose Agenda and/or Nominate Candidates to be Elected as**

### **Directors for the 2019 Annual General Meeting of Shareholders of**

#### **Begistics Public Company Limited**

In order to Promote corporate governance as well as equitable and transparent treatment to all shareholders, Begistics Public Company Limited ( the “Company”), deems it appropriate to give an opportunity to shareholders to propose agenda and/or nominate candidate(s) to be elected as Director(s) in advance at the Annual General Meeting of Shareholders (the “Meeting”) which is regularly scheduled around April of every year. In this regard, shareholders may do so from 1 October 2018 until 31 December 2018.

In order to provide clear and transparent procedures and methods, the Company is pleased to lay down criteria and publish on the Company Website as follows:

#### **1. Qualifications of the Shareholders**

The shareholders who wish to propose the agenda or nominate Director shall possess all qualifications as follows:

- 1.1 Being the shareholder of the Company, either individually or collectively;
- 1.2 Holding shares not less than 5% of the Company’s total issued shares; and
- 1.3 Continuously holding shares in the number as specified in Clause 1.2 for at least 6 months by the date the shareholder proposes the agenda and/or nominates Director.

#### **2. Proposal of Agenda**

2.1 The proposal that will not be included in the agenda of the Meeting:

- (1) A proposal that violates the law, notifications, rules and regulations of the government agencies and/or other regulations; governing agencies or does not comply
- (2) A proposal that is not in compliance with the objectives, the articles of association, the shareholder’s resolution or the corporate governance policy of the Company;
- (3) A proposal that relates to a routine matter or is within the management authority of the Board of Directors the fact of which raised does not indicate any irregularity except those matters having a significant negative impact on the shareholders in general;
- (4) A proposal that is beyond the authority of the Company to perform;
- (5) A proposal that is solely beneficial to any specific person or group;

- (6) A proposal that the shareholders had already proposed to the shareholders' meeting during the past 12 months but was supported by less than 10% of the total voting shares and there is no material change on the facts of the said matter.
- (7) A proposal for the matter that the Company has already adopted or implemented.
- (8) A proposal by which the information provided by shareholder is incomplete, insufficient, or having untrue statement, ambiguous or not proposed within the specified time.
- (9) A proposal that is not beneficial to the Company's operation.

## 2.2 Supporting Documents for the Proposal of Agenda

- (1) Evidence of shareholding to show the full qualifications as specified in Clause 1, i.e. a certificate issued by the securities company or any other evidence issued by the Stock Exchange of Thailand or Thailand Securities Depository Co., Ltd.
- (2) Form to Propose Agenda to the Meeting (Form A) attached hereto, together with the shareholder's signature affixed thereon.
- (3) Shareholder's Identification, valid and certified true copy, as follows:

Individual	(a) copy of identification card; (b) passport, in case of foreigner
Juristic Person	(a) copy of affidavit issued not more than 3 months and copy of identification card(s) of authorized director(s); (b) in case of foreign entity, copy of affidavit issued not more than 3 months as verified by Notary Public in respect of legal status and authorized representative affixing signature on Form A
- (4) If a shareholder has changed his/her title, name, or surname, the copy of evidence of those changes must be enclosed and certified true copy.
- (5) Each Form A is to be used for one proposed agenda only. If there are proposals of more than one agenda, Form A must be filled in separately for each agenda.
- (6) If there are several shareholders collectively proposing the agenda, each of shareholders (individual or juristic, as the case may be) shall fill in Form A and affix their signatures and enclose the evidences of shareholding and identification of each of them. In this regard, all shareholders shall jointly appoint one of the shareholders as their contact person with the Company and fill in the contact person name in the Form. Any contact from the Company to such contact person shall be deemed as a contact with all shareholders.
- (7) Document in support of consideration of the Board of Directors (if any).

## 2.3 Submission of Documents

- (1) In order to allow the Company and the Board of Directors to review the proposal and have sufficient time for consideration, documents specified in Clause 2.2 **must be delivered to and arrived at the Company no later than 31 December 2018** via registered mail to the following address:

Office of the Company Secretary

Begistics Public Company Limited

Green Tower Building, 19<sup>th</sup> floor, Unit K,

3656/64 Rama 4 Road, Klongton, Klongtoey, Bangkok 10110

- (2) Before sending the original documents as specified in paragraph (1), the shareholder may unofficially submit the copy of such documents via electronic mail address of the Company Secretary at [ir@begistics.co.th](mailto:ir@begistics.co.th) or via facsimile at (66) 2367 3577

#### 2.4 Consideration Procedure

- (1) The Company Secretary will have a preliminary review of the proposal for the Board of Directors as follows:
  - (1.1) If it appears that the shareholder does not possess all qualifications as specified in Clause 1, the Company Secretary will notify such shareholder in writing for the close of such matter within 13 January 2019.
  - (1.2) If it appears that shareholder possesses all qualifications as specified in Clause 1 but the information or documents are incomplete or incorrect, the Company Secretary will notify such shareholder in writing within 12 January 2019 and if such shareholder fails to rectify or provide information or deliver documents completely and correctly within 26 January 2019, the Company Secretary will notify such shareholder in writing for the close of such matter.
- (2) The board of Directors will consider the appropriateness of the agenda to be proposed to the Meeting, The matters to be proposed as agenda shall not be the matters specified in Clause 2.1
- (3) If the proposed matter has been approved by the Board of Directors to be included as agenda of the Meeting, the Company will specify in the invitation as the agenda from the shareholders together with the opinion of the Board of Directors.
- (4) If the proposed matter has not been approved by the Board of Directors, the Company will notify the shareholder proposing such agenda of the Board of Directors' resolution and reasons within the next business day from the resolution date and notify the Meeting as a matter for acknowledgement reasons of such refusal.

### 3. Nomination of Director(s)

3.1 A person to be nominated for the election as Directors shall possess qualifications and shall not have any prohibited characteristics as follows:

- (1) Having qualifications and not having prohibitive characteristics under the Public Limited Companies Law, Securities and Exchange Law, rules and regulations of relevant regulators, articles of association and the corporate governance policy of the Company. In case of nomination of independent director(s), such nominated person shall possess qualifications as specified in the Company's Definition of Independent Director. In case of nomination of member(s) of the Audit Committee, such nominated person shall possess additional qualifications in accordance with the law;
- (2) Being able to perform as Director with duty of care and duty of loyalty, having good health both mentally and physically, able to contribute and dedicate for the Company's matters; and
- (3) Having good working experience and not engaging in a business or being a partner in a general partnership or being an unlimited liabilities partner in a limited partnership or a director in other private of public company which carries on business with the same nature and in competition with the Company's business.

3.2 Supporting Documents for the Nomination of Director(s)

- (1) Evidence of shareholding to show the full qualifications as specified in Clause 1, i.e., a certificate issued by the securities company or any other evidence issued by the Stock Exchange of Thailand Securities Depository Co., Ltd.
- (2) Form to Nominate the Candidate to be Elected to Director for the 2018 Annual General Meeting of Shareholders (Form B) attached hereto, together with the shareholder's signature affixed thereon.
- (3) Shareholder's Identification, valid and certified true copy, as follows:

Individual	(a) copy of identification card; (b) passport, in case of foreigner
Juristic Person	(a) copy of affidavit issued not more than 3 months and copy of identification card(s) of authorized director(s); (b) in case of foreign entity, copy of affidavit issued not more than 3 months as verified by Notary Public in respect of legal status and authorized representative affixing signature on Form B
- (4) If a shareholder has changed his/her title, name, or surname, the copy of evidence of those changes must be enclosed and certified true copy.
- (5) Supporting documents of candidate's qualifications including the education and working experience (Curriculum Vitae), certified true copy by the candidate.

- (6) Form of Information of the Candidate for Director Election and Consent Letter (Form C) attached hereto, together with the candidate's signature affixed thereon.
- (7) Each set of Form B and Form C is to be used for the nomination of one Director only. If there is a nomination of more than one Director, a set of Form B and Form C shall be prepared separately for each candidate.
- (8) If there are several shareholders collectively nominating the Directors, all shareholders must fill in Form B and affix their signatures and enclose the evidences of shareholding and identification of each of them. In this regard, all shareholders shall jointly appoint one of the shareholders as their contact person with the Company and fill in the contact person name in the Form. Any contact from the Company to such contact person shall be deemed as a contact with all shareholders.
- (9) Documents in support of consideration of the Board of Directors (if any).

### 3.3 Submission of Documents

- (1) In order to allow the Company and the Board of Directors to review the proposal and have sufficient time for consideration, documents specified in Clause 3.2 **must be delivered to and arrived at the Company no later than 31 December 2018**, via registered mail to the following address:

Office of the Company Secretary  
Begistics Public Company Limited  
Green Tower Building, 19<sup>th</sup> floor, Unit K, 3656/64 Rama 4 Road,  
Klongton, klongtoey, Bangkok 10110

- (2) Before sending the original documents as specified in paragraph (1), the shareholder may unofficially submit the copy of such documents via electronic mail address of the Company Secretary at [ir@begistics.co.th](mailto:ir@begistics.co.th) or via facsimile at (66) 2367 3577.

### 3.4 Consideration Procedure

- (1) The Company Secretary will have a preliminary review of the proposal for the Nomination and Remuneration Committee as follows:
  - (1.1) If it appears that the shareholder does not possess all qualifications as specified in Clause 1, the Company Secretary will notify such shareholder in writing for the close of such matter within 12 January 2019.

- (1.2) If it appears that the shareholder possesses all qualifications as specified in Clause 1 but the information or documents are incomplete or incorrect, the Company Secretary will notify such shareholder writing within 12 January 2019 and if such shareholder fails to rectify or provide information or deliver documents completely and correctly within 26 January 2019, the Company Secretary will notify such shareholder in writing for the close of such matter.
- (2) The Nomination and Remuneration Committee will consider the appropriateness of a candidate to be nominated for the election ad Director and further propose to the Board of Directors. The candidate shall possess qualifications and do not have any prohibitive characteristics as specified in Clause 3.1
- (3) If the candidate has been approved by the Board of Directors, such candidate will be nominated and Director at the Meeting and such candidate will be specified in the invitation as the Director nominated by the shareholders together with the opinion of the Nomination and Remuneration Committee and Board of Directors.
- (4) If the candidate has not been approved by the Nomination and Remuneration Committee and the Board of Directors, the Company will notify the shareholder nominating such candidate of the Nomination and Remuneration Committee’s resolution or the Board of Directors’ resolution within the next business day from the resolution date and notify the Annual General Meeting of Shareholders as a matter for acknowledgement.
- .....

**Form to Propose Agenda to the 2019 Annual General Meeting of Shareholders**

1) I, Mr./Mrs./Miss \_\_\_\_\_, being the shareholder of Begistics Public Company Limited (the "Company"), holding \_\_\_\_\_ shares, residing at No. \_\_\_\_\_ Road \_\_\_\_\_ Subdistrict \_\_\_\_\_ District \_\_\_\_\_ Province \_\_\_\_\_ Home/Office Tel. No. \_\_\_\_\_ Mobile No. \_\_\_\_\_ Email \_\_\_\_\_

2) I would like to propose the agenda for the 2019 Annual General Meeting of Shareholders, as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

And I have supporting information / facts / reasons as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3) I hereby appoint Mr./Mrs./Miss \_\_\_\_\_, the shareholder, to be the contact person according to Clause 2.2(6)

I certify that the above information, evidence of shareholding and additional supporting documents are all correct and hereby affix my signature as evidence thereof.

\_\_\_\_\_ Shareholder's signature

( \_\_\_\_\_ )

Date \_\_\_\_\_

**Form to Nominate the Candidate to be Elected as Director  
For the 2019 Annual General Meeting of Shareholder**

- 1) I, Mr./Mrs./Miss \_\_\_\_\_, being the shareholder of Begistics Public Company Limited (the "Company"), holding \_\_\_\_\_ shares, residing at No. \_\_\_\_\_ Road \_\_\_\_\_ Subdistrict \_\_\_\_\_ District \_\_\_\_\_ Province \_\_\_\_\_ Home/Office Tel. No. \_\_\_\_\_ Mobile No. \_\_\_\_\_ Email \_\_\_\_\_
  
- 2) I would like to nominate Mr./Mrs./Miss \_\_\_\_\_ Age \_\_\_\_\_ years, who is fully qualified and does not have any prohibitive characteristics in accordance with the criteria of the Company, to be the Director. I hereby provide the information and consent letter of the candidate in the attached Form of Information of the Candidate for Director Election and Consent Letter (Form C), including the supporting documents of candidate's qualifications, i.e. the education and working experience.
  
- 3) I hereby appoint Mr./Mrs./Miss \_\_\_\_\_, the shareholder, to be the contact person according to Clause 3.2(8)

I certify that the above information, evidence of shareholding, Form C and supporting documents are all correct and hereby affix any my signature as evidence thereof.

\_\_\_\_\_ Shareholder's signature

( \_\_\_\_\_ )

Date \_\_\_\_\_



**Form of Information of the Candidate for Director Election and Consent Letter**



**1. Personal Details**

(1) General Information (Please enclose a copy of valid identification card/passport (in case of foreigner) and certified true copy)

Name/Surname (Thai) .....

Name/Surname (English) .....

Nationality.....Date of Birth.....Age.....years

Residing at No.....

Home/Office Tel. No.....Mobile No.....

E-mail.....

(2) Education (Please enclose a certified true copy of academic qualification certificates)

Below Bachelors' Degree     Bachelor's Degree     Above Bachelor's Degree

Year	Institution	Major
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

Thai IOD Training Programs (IOD)

Year

Director Accreditation Program (DAP)	.....
Director Certification Program (DCP)	.....
Audit Committee Program (ACP)	.....
Role of the Compensation Committee (RCC)	.....
Role of the Nomination & Governance Committee (RNG)	.....
Other (Please specify).....	.....
Other (Please specify).....	.....

(3) Working Experience (Please enclose the certified true copy of Curriculum Vitae)

Year	Institution	Major
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

(4) Shareholding in Begistics Public Company Limited (including spouse and minor child and also including the juristic person that such person or spouse or minor child holding more than 30% of the total voting rights of the said juristic person)

	Number of shares (Shares)	Percentage of total shares with voting right
I		
Spouse Name-surname .....		
Former name and surname (if any) .....		
Minor Children (Name – Surname / Age)  1. Name..... age..... year(s) 2. Name..... age..... year(s) 3. Name..... age..... year(s)		
Juristic Person(s) as the related persons according to the Notification of the SEC  1. .... 2. .... 3. ....		

(5) Having direct/indirect interests (Please specify nature of the transactions and characteristics of such interests, including transaction value)

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(6) No Prohibitive Characteristics and Consent from the Candidate

I, ....., acknowledge and give my consent of being nominated for the election Director of Begistics Public Company Limited in the 2019 Annual General Meeting of shareholders, and certify that the information provided above is true and supporting documents submitted herewith are complete, accurate, and correct and without omission of any material facts. I hereby certify that I possess qualifications and do not have any prohibitive characteristics as stipulated by the Public Limited Companies Law, Securities and Exchange Law, rules and regulations of the Company and relevant regulators, the articles of association and the corporate governance policy of the Company, including criteria as specified in Clause 3.1. I agree that if the Board of Directors has nominated me for the election as Director to the shareholder's meeting. I shall fully cooperate with the Company and comply with the rules and regulations of the Company.

.....Candidate's signature  
(.....)  
Date.....