

## **Guidelines for Proxy Appointment, Registration, and Required Documents**

### **For Annual General Meeting of the Shareholders of City Steel Public Company Limited on November 30, 2015**

#### **1. Appointment of Proxy**

The Company has attached a copy of the proxy form A and B to all shareholders. The shareholders, who are unable to attend the meeting in person, can appoint either any other persons or one of the Company's directors (specified by the Company) as a proxy to attend and vote in the shareholders' meeting. The shareholders can use either the proxy form A or B depend on the appropriateness.

▶ Appointment of another person as a proxy:

⇒ A proxy grantor must appoint and authorize only one proxy to attend the meeting and cast the votes on his/her/their behalf and the number of shares held by such a proxy grantor may not be split for more than one proxy in order to separate the votes.

⇒ A proxy grantor must fill in information in the proxy form. The signatures of both the proxy grantor and the proxy must be correctly placed therein, as well as attached all the required documents.

▶ Appointment of the Company's director(s) as a proxy

⇒ A proxy grantor must fill in the following names and information of the Company's directors in order to appoint a proxy:

**1) Mrs. Boontip Changnil                      Director/Executive Director                      Age 40**

Education/Training : Bachelor of Business Administration, Management, Accounting,  
Phuket Rajabhat University

Working Experience : 2015 – Present    Executive Director/Managing Director,  
City Steel Public Company Limited  
2006 – 2015    General Manager – Support Function and  
Accounting and Financial Manager,  
City Steel Public Company Limited

Resided at 77/94 Moo 1, Bansuan, Muang, Chonburi

Conflict of Interest in any agenda in this AGM : None

**2) Mr. Anutara Tantraporn      Independent Director/Audit Committee      Age 44**

Education/Training : MA. : Animation & Interactive Multimedia, Visual  
Communication, RMIT University, Australia

: Grad. DIP : Animation & Interactive Multimedia, Visual  
Communication, RMIT University, Australia

Working Experience : 2015 – Present Independent Director / Chairman of the Audit  
Committee, City Steel Public Company Limited

: 2006 – 2015 Independent Director / Audit Committee,  
City Steel Public Company Limited

: 2010 – Present Executive Director, Hastin Kindergarten

: 2009 – Present Vice President ICT,  
Phraram 3 Honda Cars Company Limited

Resided at 102/6 Soi Nonthaburi 40, Sanambinnam Rd., Muang, Nonthaburi

Conflict of Interest in any agenda in this AGM : None

⇒ A proxy grantor must fill in information and sign on the proxy form, attach all the required documents, and submit to the Company address via postal mail.

**2. Registration for Attending the Meeting**

The Company will examine as to the accuracy and completion of the proxy form and open the registration counter for meeting attendance from 14.00 pm at Tappraya, Room, 2<sup>nd</sup> Floor, Chon Inter Hotel, 934, Sukhumvit Road, Bangplaso, Muang, Chonburi 20000, as per the attached map.

Any person who wishes to attend the meeting must present the following documents (as the case may be) for registration prior to attending the meeting;

**» In the event that the shareholder is a person:**

⇒ Attendance in person: A valid official ID card with photograph must be presented, e.g. personal ID card, driver license, or passport.

⇒ Attendance by proxy:

- 1) A proxy form, the form of which is attached hereto together with the notice for calling the annual general meeting of the shareholders, that is completely filled, signed by the proxy grantor (the shareholder) and the proxy, and together with THB 20 of stamp duty affixed.

- 2) A copy of the proxy grantor's official ID card certified true and correct by the proxy grantor.
- 3) An original of the proxy's official ID card.

► **In the event that the shareholder is a juristic person:**

⇒ Attendance in person by an authorized representative of the shareholder:

- 1) An original official ID card of the authorized representative.
- 2) A copy of the Affidavit or Certificate of Incorporation of the shareholder certified true and correct and signed by the authorized representative.

⇒ Attendance by proxy:

- 1) A proxy form, the form of which is attached hereto together with the notice for calling the annual general meeting of the shareholders, that is completely filled, signed by the proxy grantor (the shareholder) and the proxy, and together with THB 20 of stamp duty affixed.
- 2) A copy of the Affidavit or Certificate of Incorporation of the shareholder certified true and correct and signed by the authorized representative.
- 3) A copy of valid official ID card of the authorized representative who signs in the proxy form as the proxy grantor, certified true and correct and signed by such authorized representative.
- 4) An original of the proxy's official ID card.