

## 1. Proposal for the Annual General Meeting of Shareholders Agenda

Criteria for proposing of the shareholders who wish to propose the 2024 Annual General Meeting of Shareholders Agenda:

### Objectives

Quality Houses Public Company Limited provides equal treatment of all shareholders. To promote good corporate governance and to encourage shareholders participation, the company allows shareholders to propose any issues they deem important and which could benefit the company as agendas at the 2024 Annual General Meeting of Shareholders in accordance with the company's criteria.

### Criteria

1. The shareholder, or a group of shareholders, who wish to propose any issues as an agenda for the shareholders meeting must own at least 0.1% of total paid-up shares capital of the company and have continuously maintained the minimum percentage of shares over the last 12 months up until the proposal date for the agenda.

2. Proposing the agenda for shareholders meeting, the shareholder who fulfills criteria as set in no.1 is allowed to propose issues to be on the agenda at the shareholder's meeting. This can be done by filling out the form "The 2024 Annual General Meeting of Shareholders Agenda Proposal Form" or by sending an unofficial proposal to the corporate secretary department E-mail: "corp\_secretary@qh.co.th" before sending the original "The 2024 Annual General Meeting of Shareholders Agenda Proposal Form". Evidence of shareholdings, which includes certificate letter of the securities company or other evidences issued by the Thailand Securities Depository Company Limited or the Stock Exchange of Thailand, and other additional documents that might be useful to board's consideration (if any) must be delivered to the company from October 1, 2023 to December 31, 2023 to the following address:

Corporate Secretary Department Quality Houses Public Company Limited 1 Q.House Lumpini Building, 7 <sup>th</sup> Floor, South Sathorn Road, Thungmahamek, Sathorn, Bangkok 10120
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In case a group of shareholders wishes to propose agenda, each shareholder must individually fill out and sign "The 2024 Annual General Meeting of Shareholders Agenda Proposal Form" before these forms are submitted to the company.

- Translation -

3. To ensure the effectiveness of the shareholders meeting, the company reserves the right not to include the following issues at the meeting:

- 1) Issues concerning normal business operations
- 2) Issue beyond the control of the company
- 3) Issue that the shareholders have proposed for consideration during the last 12 months which receives less than 10% of total votes of the shareholders attending the Meeting and having the right to vote and for which the essence of the issue has not significantly changed
- 4) Issues proposed by shareholders who do not meet the criteria, lack of adequate documentation, or proposals to the agenda outside of the proposal period
- 5) Issues which are not beneficial for the company's operations
- 6) Issues or evidence proposed by any shareholders which are not true or carry obscure meanings
- 7) Issues concerning the authority of the company's management, unless it could potentially cause significant damage to shareholders
- 8) Issues that violate laws and regulations, regulatory bodies, related organizations, or which does not conform to the company's objectives, the Articles of Association and its business ethics
- 9) Issues that are required by law to be considered by a shareholders meeting and are deemed as regular agendas for every shareholders meeting
- 10) Issues which the company already acts on
- 11) Issues which are similar to other proposed agenda

4. The company's independent directors will consider the proposed issues before proposing these issues to the company's Board of Directors. The issues which the company's Board of Directors deems appropriate will be set as an agenda for the 2024 Annual General Meeting of Shareholders. For issues which fail to obtain the board's approval, the shareholder who made the proposal will receive clarification from the company on the Annual General meeting of Shareholders.

5. The company reserves the rights not to propose the issues in the 2024 Annual General Meeting of Shareholders Agenda if the shareholders do not completely fill the form or do not enclose evidences regarding their identities and shareholdings according to the company's requirement.

## 2. Proposal of director(s) candidate

Criteria for shareholders to propose the director(s) candidate at the 2024 Annual General Meeting of Shareholders:

### Objectives

Quality Houses Public Company Limited provides equal treatment of all shareholders. To promote Good Corporate Governance and to encourage shareholders' participation, the company allows its shareholders to propose candidates to be considered as the new director(s) of the company according to the company's criteria for the 2024 Annual General Meeting of Shareholders.

### Criteria

1. The qualification of shareholder or a group of shareholders who wish to propose the director(s) candidate must own at least 0.1% of total paid-up shares capital of the company and have continuously maintained the minimum percentage of shares over the last 12 months up until the proposal date for the agenda.

2. Proposing the director(s) candidate

The shareholder who fulfills criteria as set in no.1 is allowed to propose the director(s) candidate by filling out the form "The 2024 Annual General Meeting of Shareholders for Director(s) Candidate Proposal Form" or by sending an unofficial proposal to the corporate secretary department E-mail: "corp\_secretary@qh.co.th" before sending the original " The 2024 Annual General Meeting of Shareholders for Director(s) Candidate Proposal Form". Evidence of shareholdings, which includes certificate letter of securities company or other evidences issued by the Thailand Securities Depository Company Limited or the Stock Exchange of Thailand, a consent letter from the nominated candidate and other documents which provides information about the proposed candidate such as education or working experience, as well as, other additional documents which might be useful for board's consideration (if any) must be delivered to the company from October 1, 2023 to December 31, 2023 to the following address:

Corporate Secretary Department Quality Houses Public Company Limited 1 Q.House Lumpini Building, 7 <sup>th</sup> Floor, South Sathorn Road, Thungmahamek, Sathorn, Bangkok 10120
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- Translation -

In case a group of shareholders would like to propose the director(s) candidate, each shareholder must fill out and sign “The 2024 Annual General Meeting of Shareholders for Director(s) Candidate Proposal Form” before these forms are submitted to the company.

3. The Nomination and Remuneration Committee will consider qualified candidates with complete, accurate, and adequate evidence before proposing to the Board of Directors for consideration. The names of the candidates who receive consent from the Board of Directors will be part of the director's appointment agenda at the 2024 Annual General meeting of Shareholders. The shareholder, who made the proposal for a candidate who did not gain the Board of Directors consent, will receive clarification from the company on the Annual General meeting of Shareholders.

4. The company reserves the rights not to proposal of director(s) candidate. In case the shareholders do not fill the form completely or do not enclose evidences of their shareholders completely as the company's requirement.

**3. Procedures for sending any queries in advance**

The Company has considered appropriate that any queries or comments in relation to the Annual General Meeting of Shareholders can be sent to the Board of Directors in advance via the following E-mail: “[corp\\_secretary@qh.co.th](mailto:corp_secretary@qh.co.th)” The Corporate Secretary shall gather all queries/comments for consideration by related Directors or Executives in order to answer the queries/comments to shareholders.

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The 2024 Annual General Meeting of Shareholders Agenda Proposal Form  
Quality Houses Public Company Limited

Date.....

I ..... shareholder of Quality Houses Public Company Limited  
Shareholder's registration no. ....holding a total of ..... shares  
Address No. .... Road..... Sub-District.....  
District..... Province ..... Telephone no.....  
E-mail .....  
would like to propose following agendas for the 2024 Annual General Meeting of Shareholders:

**Proposed agenda**

1 Subject.....

Reason.....

.....

Additional details (if any) .....

2 Subject.....

Reason.....

.....

Additional details (if any) .....

Signed .....

(.....)

**Remark:** Enclosed evidences must include:

1. Evidence of shareholding, such as the certified certificate of shareholding from a securities company or other evidence issued by the Thailand Securities Depository Company Limited or from the Stock Exchange of Thailand.

2. Evidence of a person's identification such as a signed copy of an identification card or passport (for foreigners) of the ordinary physical shareholder, or a signed copy of a certificate by of juristic person and a copy of an identification card or passport (for foreigners) of the authorized director for the juristic person shareholder.

The 2024 Annual General Meeting of Shareholders for Director(s) Candidate Proposal Form  
Quality Houses Public Company Limited

Date.....

I ..... shareholder of Quality Houses Public Company Limited

Shareholder's registration no. ....holding a total of ..... shares

Address No. .... Road..... Sub-District.....

District..... Province ..... Telephone no.....

E-mail .....

would like to propose following director(s) candidate for the 2024 Annual General Meeting of Shareholders:

**1. Name**.....

**Reason for proposal:**.....

Brief history

Date of birth (day/month/year).....Age .....years, Gender.....

Share holdings of Quality Houses Public Company Limited .....shares

**Education background:**

Institute..... Degree .....

Institute..... Degree .....

Institute..... Degree .....

**Work experience:**

Company..... Position ..... Duration .....

Company..... Position ..... Duration .....

Company..... Position ..... Duration .....

**Current directorship position in other listed companies:**

Company .....

Type of director

( ) Company director ( ) Executive director

( ) Audit committee ..... ( ) Other .....

Company .....

Type of director

( ) Company director ( ) Executive director

( ) Audit committee ..... ( ) Other .....

- Translation -

Company .....

Type of director

- ( ) Company director ( ) Executive director  
( ) Audit committee ..... ( ) Other .....

Company .....

Type of director

- ( ) Company director ( ) Executive director  
( ) Audit committee ..... ( ) Other .....

**2. Name**.....

**Reason for proposal:**.....

Brief history

Date of birth (day/month/year).....Age .....years, Gender.....

Share holdings of Quality Houses Public Company Limited .....shares

**Education background:**

Institute..... Degree .....

Institute..... Degree .....

Institute..... Degree .....

**Work experience:**

Company..... Position ..... Duration .....

Company..... Position ..... Duration .....

Company..... Position ..... Duration .....

**Current directorship position in other listed companies:**

Company .....

Type of director

- ( ) Company director ( ) Executive director  
( ) Audit committee ..... ( ) Other .....

Company .....

Type of director

- ( ) Company director ( ) Executive director  
( ) Audit committee ..... ( ) Other .....

- Translation -

Company .....

Type of director

- Company director                                       Executive director  
 Audit committee .....                                       Other .....

Company .....

Type of director

- Company director                                       Executive director  
 Audit committee .....                                       Other .....

Signed .....  
(.....)

**Remark:** Enclosed evidences must include:

1. Evidence of shareholding, such as the certified certificate of shareholding from a securities company or other evidence issued by the Thailand Securities Depository Company Limited or from the Stock Exchange of Thailand.
2. Evidence of a person's identification, such as a signed copy of an identification card or passport (for foreigners) of the ordinary physical shareholder, or a signed copy of a certificate by juristic person and a copy of an identification card or passport (for foreigners) of the authorized director for the juristic person shareholder.
3. A consent letter from the proposed candidate with documents which provide information about the proposed candidate such as educational or working experiences.