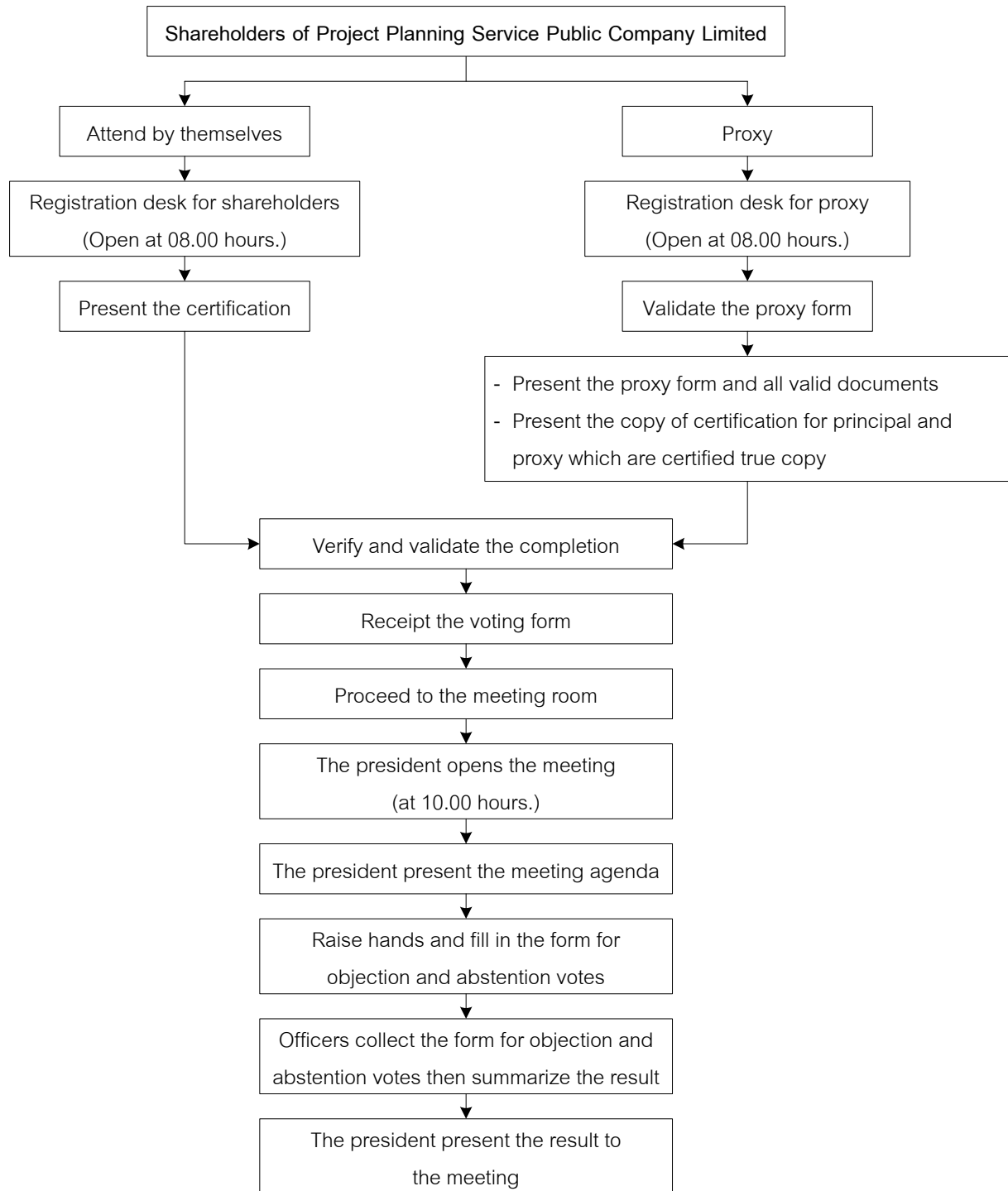




**Procedures for the 2019 Annual General Meeting of Shareholders  
 Project Planning Service Public Company Limited**

**Wednesday 24 April 2019 at 10.00 hours**



**\*Please return all voting forms to officers after meeting end**



### Voting and Counting of Votes Methodology on AGM

1. With regards to today's voting, the number of votes of each shareholder had equaled to the number of shares that one possessed. One share equaled one vote. Each shareholder was entitled to vote, in each agenda, to approve, disapprove or abstain. Each shareholder was allowed to vote only in one choice. Otherwise, the ballot would be considered voided. In the case of a proxy who was granted power of attorney from a shareholder abroad to be a custodian in Thailand to look after the shares, the proxy was to vote in accordance with what the shareholder specified in the power of attorney.

2. With regards to the procedure of counting votes in each agenda, the Company was to input data through Bar Code. Simple majority would be the main principle of deciding votes unless there was a legislation determining otherwise. The process of counting votes was shown on the monitor. The voting procedure was divided into three parts;

- ◆ Part 1: Agenda number 1, 3, 4, 5, 6 and 8 which were ordinary agenda were to be decided by a simple majority of shareholders who were present at the meeting and voted.
- ◆ Part 2: Agenda number 7 which was about the determination of pays remuneration for the Company's Board of Directors for the year 2018, had to be passed with two-third majority of shareholders who were present at the meeting and voted.

3. To achieve counting on vote by quickly, the vote counting would be based on the deduction of counting of "No" and "Abstained" votes from total number of votes attending the meeting on each agenda. Any shareholders who would like to vote "No" or "Abstained" will be requested to raise their hands and the company officers will collect their votes. If no one raised his hand, the vote would be counted as unanimous.

4. To ensure transparency, the company officers would collect the all of the voting ballots at the end of the meeting. If any shareholders would like to leave the meeting earlier, please ensure that the voting ballots were submitted to the company officer before leaving. The minutes of meeting will be publicized in the company website within 14 days after the meeting date.