

Use of E-Meeting System

Shareholders and proxies wishing to attend the E-Meeting by themselves can proceed according to the procedures for submitting a request form to attend the E-Meeting as follows :

Step for Submitting a Request Form to Attend the E-Meeting

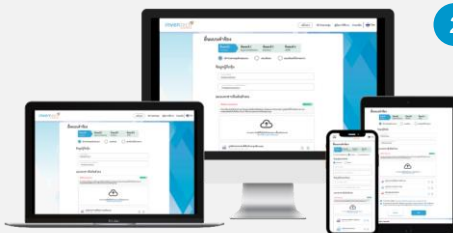
1. Shareholders submit a request form to attend the E-Meeting via Web Browser at

<https://app.inventech.co.th/AOT143059R/#/homepage> or scan QR Code



and follow the steps

as shown in the picture :



**** To merge user accounts, use the same email and phone number ****

1 Click the URL or scan QR Code in the invitation letter

2 Choose request types to proceed with 4 steps :

Step 1 Fill in the required information

Step 2 Fill in the information for identity verification

Step 3 Verify identity via OTP

Step 4 Upon completion, the system will display information again to verify the accuracy of information

3 Wait for an email information on details of meeting and password

2. For shareholders who wish to attend the E-Meeting either via electronic means by themselves or by proxies who are not independent directors, please note that the registration system will be available for submitting a request form during 17 – 30 January 2024 at 8:30 hours until the E-Meeting is adjourned.

3. The E-Meeting system will be available on 30 January 2024 at 12:00 hours (2 hours before the opening of the meeting). Shareholders or proxy holders shall use the provided Username and Password and follow the instruction manual to access the system.

Appointment of Proxy to AOT Directors


For shareholders who give proxies to AOT's independent directors, please submit proxy forms together with the supporting documents to AOT by post by 17.00 hours of 27 January 2024 to the following address :

Corporate Secretary and Corporate Governance Department


Airports of Thailand Public Company Limited

P.O. Box 3, Don Mueang Sub-Post Office, Bangkok 10211

For Technical Support, Please Contact Inventech Call Center

 02-931-9130

 @inventechconnect

 The system will be available during 17 – 30 January 2024 at 08.30 – 17.30 hours.

(Except public holidays)




Report Problems

@inventechconnect

Steps for Installing Webex Meetings


For shareholders using PCs/Laptops, the application is not necessarily installed. For those using Mobile Phones, please follow the steps below :

For IOS Operating System

- 1 Go to Application **App Store** 
- 2 Search **Webex Meetings**
- 3 Click **"GET"** to install application
- 4 **Wait** until the download is completed
- 5 Once the application is installed, its icon will appear on your smart phone.



For Android Operating System

- 1 Go to Application **Play Store** 
- 2 Search **Webex Meetings**
- 3 Click **"INSTALL"** to install the application
- 4 **Wait** until the download is completed
- 5 Once the application is installed, its icon will appear on your smart phone.



Step for Registration for Attending the Meeting (e-Register)

- 1 Click the URL to join the meeting from the received email
- 2 Get Username and password or request OTP to login
- 3 Click **"Register"**, the votes will be counted as the quorum.
- 4 Click **"Watch Live Streaming"**

- 5 Click **"Open Webex"**

- 6 Via PCs/Laptops: Please fill in the details to register to watch the live streaming via the Webex Meetings Application as follows :

- 6.1 Fill in the username and email, the same as those specified in the request form

- 6.2 Click on **"Next"**

- 7 Click on **"Join"** to watch live streaming



- 5 Via Mobile Phones/iPads: Please fill in the details to register to watch the live streaming via the Webex Meetings Application as follows :

- 5.1 Fill in the username and email, the same as those specified in the request form

- 5.2 Click **"OK"**

- 6 Click **"Allow"** to have access to microphone

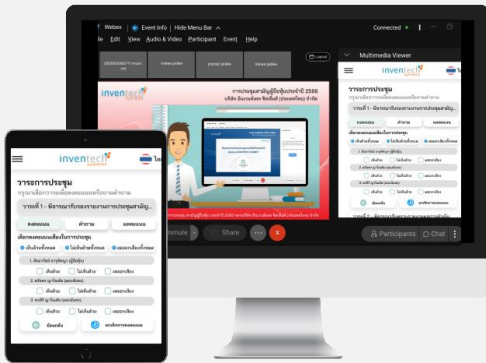
- 7 Click **"Join"** to watch live streaming





Step voting process (e-Voting)

Use Cases PC/Laptop

- 1 Click “Continue” on the menu bar “Multimedia Viewer”.
- 2 Fill in email and password received from your email or request OTP
- 3 Click “Login”
- 4 Then click “Join Attendance”
- 5 Select a given agenda item
- 6 Click “Vote”
- 7 Vote as in accordance with your attention
- 8 The system will display status of your recent vote.



Use Cases Mobile/iPad

- 1 Click on “Participants” or icon 
- 2 Click the menu “Chat” and choose message from Inventech Connect (Android) or click “Chat” or icon  (iOS)
- 3 Click the URL “Voting and Asking Questions”
- 4 Click “Continue”
- 5 Fill in email and password received from your email or request OTP
- 6 Click “Login”
- 7 Click “Join Attendance”
- 8 Select a given agenda item
- 9 Click “Vote”
- 10 Vote as in accordance with your attention
- 11 The system will display status of your recent vote.

To cancel the last vote, please press the button “Cancel latest vote (This means that your most recent vote will be equal to not voting, or your vote will be determined by the agenda result) Shareholders can conduct a review of the votes on an agenda basis. When the voting results are closed.

Step for Asking Questions via Inventech Connect



➤ Select an agenda item

➤ Click “Question”

1 Ask a question

➤ Type the question, then click “Send”

2 Ask the question via video

➤ Click “Ask a Question via Video”

➤ Click “Queue up”

➤ Please wait for your queue until you are allowed to open microphone and camera

Installation Manual for Webex Meetings and Inventech Connect User Manual



e-Request User Guide



e-Voting User Guide

* Note The operation of the E-Meeting and Inventech Connect systems depends on the internet of shareholder or proxy including devices and/or device programs. Please use devices and/or device programs to use system as follows :

1. Internet Speed Requirements

- High-Definition Video: Internet speed at 2.5 Mbps (Recommended internet speed)
- High Quality Video: Internet speed at 1.0 Mbps
- Standard Quality Video: Internet speed at 0.5 Mbps

2. Equipment Requirements

- Mobile Phones/Tablets that run IOS or Android
- PCs/Laptops that run Windows or Mac

3. Chrome Browser (Recommended Browser) / Safari / Microsoft Edge

**** Internet Explorer is not supported by the system.**

Please check compatible devices at <https://help.webex.com/en-us/article/nki3xrq/Webex-Meetings-Suite-System-Requirements> or scan this QR Code

