

**Guidelines for Proxy Appointment, Registration and Identification Documents Required to Attend
and Vote in the General Meeting of Shareholders**

The company shall convene the 2016 Annual General Meeting of Shareholders on April 25th, 2016 at 14.00 hours at Pinklao 3 Fl., S.D. Avenue Hotel, No. 94 Borommarat Chachonnani Rd., Bang Bumru, Bang Phlat, Bangkok 10700. In this connection, the company shall proceed with a Barcode system so as to promote transparency, fairness and benefits for shareholders. The company considers appropriate to impose procedures on review of documents and evidence identifying shareholders and proxies eligible to register, attend and vote at the Meeting as follows :

1. Proxy Form

Department of Business Development, Ministry of Commerce specified 2 Proxy Forms according to Regulation of Department of Business Development Re : Form of Proxy (No.5) B.E. 2007. The company arranges the two style of Proxy Forms are enclosed herewith (Attachment 6) for the shareholders who will not be able to attend the meeting may appoint a person as your Proxy as follows :

Proxy (Form A) : General Proxy (simple form)

Proxy (Form B) : Specific Proxy Form

In case the Shareholder prefers to use the other Proxy Form, kindly download from the Company's website at www.rp.co.th

2. Proxy Procedures

Shareholders who unable to attend the Meeting may appoint a person as your Proxy according to the following procedures :

- 1) Complete only one of above proxy forms as follows :
 - 1.1 General Shareholder shall select only one of either Form A or Form B.
 - 1.2 Shareholders listed in the share registration book as Foreign Investor appointing the Custodian in Thailand shall select only one of the two Proxy Forms (Form A or Form B).
- 2) Authorize a person as you wish or an Independent Director of the company to attend and vote at the Meeting on your behalf by specifying the name details of a person to be your Proxy.
- 3) Affix the 20 Baht stamp duty with specifying the date of Proxy Form across such stamp duty. For your convenience, the Company will facilitate in affixing the stamp duty when registration to attend the Meeting.

Allocation of shares to several Proxies to vote in the meeting is not allowed. The shareholder shall

authorize the Proxy to cast the votes for all of shares being held. Authorization of less than the total number of shares is not allowed

3. Documents to be procedure prior to the Meeting

For Individual

- 1) In case of self - attendance : Unexpired document issued by competent authorizes e.g. ID Card, Civil Servant Card, or Driver License, the evidence of name or last name's change (if any). For your convenience, please bring the Registration Form with barcode is attached herewith on the date of Meeting.
- 2) In case of Proxy :
 - One of the Proxy Form (select only one of either Form A. or Form B.) completely filled up and signed by the shareholder and proxy ;
 - Copy of ID card or others issued by the government authorities to the shareholder and completely signed by the shareholder ;
 - Copy of ID card or others issued by the government authorities to the proxy, completely signed by the proxy, and the proxy shall present the document at the registration site.

Please bring the Registration Form with barcode is attached herewith on the date of Meeting.

For Juristic Person

- 1) Representative of Shareholder (Authorized Director) Attending the Meeting
 - One of the Proxy Form (select only one of either Form A. or Form B.) completely filled up and signed by the shareholder and proxy ;
 - Copy of Shareholder's Letter of Certification certified by the authorized representative (director) ;
 - Certified true copy of the document of the authorized representative issued by the government, and completely signed by representative. Please present the document of the authorized representative issued by the government at the registration site.

Please bring the Registration Form with barcode is attached herewith on the date of Meeting.

- 2) In case of proxy
 - One of the Proxy Form (select only one of either Form A. or Form B.) completely filled up and signed by authorized representative (director) of the Shareholder and the Proxy.
 - Copy of Shareholder's of Letter of Certification duly certified by authorized representative (director) and containing particulars that representative (director) affixing signature on the Proxy Form is duly authorized.

- Copy of ID card or others issued by the government authorities to representative (director) who is the Shareholder duly certified.
- Copy of the proxy issued by government authorities, completely signed by the proxy, and shall present the document at the registration site.

Please bring the Registration Form with barcode is attached herewith on the date of Meeting.

3) In case of Foreign Investor appointing the Custodian in Thailand

3.1 The documents as under the Juristic Person in Item 1 and 2 shall be prepared by selecting one of any Proxy Form (either form A. or Form B.)

3.2 In case the Foreign Investor authorizes the Custodian to sign the Proxy Form on its behalf, the following documents are required :

- Power of Attorney by Foreign Investor authorizing Custodian to sign the Proxy Form on its behalf.
- Letter of certify that the person signing in the Proxy Form is legally allowed to do the Custodian business.

For your convenience, please bring the Registration form with barcode on the date of Meeting. In case the original documents are English, the English translation shall be required and certified true and correct by the shareholder or the authorized representatives of the shareholder.

4. Registration to Attend the Meeting

The commencement for registration to attend the meeting will be one hour before the meeting or from 13.00 hours onwards on April 25th, 2016 at the avenue with a map attached to the Notice.

5. Voting Regulation in the Shareholders Meeting

General Agenda

- 1) A vote in each agenda shall be counted by voting as indicated in the shareholder registration or ballots distributed to the shareholders before the meeting on the condition that each share constitutes one vote. Shareholders shall only vote for agree, disagree or abstain while splitting of votes is not allowed.
- 2) In case of Proxy
 - 2.1 The Proxy shall cast a vote in accordance with the authorization by the Shareholder as specified in the Proxy Form. Any casting votes not comply with the intentions of the

Shareholder specified in the Proxy Form shall be considered as incorrect vote and not the votes of the Shareholder.

- 2.2 In case the shareholder does not specified the authorization or the authorization is unclear or if the meeting considers or resolves any matter other than those stated in the Proxy Form, including any change or additional amendment to any fact, the Proxy shall be authorized to consider and vote such matter on behalf of the Shareholder as appropriate.

6. Procedures on Casting Votes

The Chairman of the Meeting or the officers shall explain casting vote procedure before commencement of the Meeting. The officers of the company shall count and sum up votes on each agenda based on a barcode duly affixed. Then the vote result on each agenda shall be announced before the meeting ended.

The company will arrange to have the inspector (who is an external legal counsel) for examine procedures on casting vote in the meeting to ensure our transparency and compliance with the laws and Company's articles of association.