SKIN
LABORATORY

Criteria and Procedures to Propose an Agenda and Nominate a Candidate to be Elected as a Director for Annual General Meeting of Shareholders of Skin Laboratory Public Company Limited 2027

Objective

The Board of Directors of Skin Laboratory Public Company Limited ("SKIN" or "the Company") concerned about the right of shareholders and the equitable treatment of shareholders according to good corporate governance policy, therefore, the criteria and procedures have been set up to entitle the Company's shareholders to propose the agenda of 2027 Annual General Meeting of Shareholders and to nominate a qualified person to be elected as a director of the Company in advance from now until December 31, 2026.

Criteria and procedures

1. **Shareholder's criteria**

   The shareholders who are eligible to propose an agenda of Annual General Meeting of Shareholders 2027 and/or to nominate a qualified person to be elected as a director of the Company must be the Company's shareholders which can be one shareholder or combined shareholders, holding minimum shares at least 5 percent of the total voting shares of the Company. One shareholder or Combined shareholders are able to propose more than one agenda but able to propose only one qualified person to be elected as a director.

2. **Supporting documents for consideration**

   The shareholder must prepare and submit documents for consideration, with the following details;

   2.1 Evidence of Identification

   In case of individual :
   - Copy of ID card or
   - Copy of Passport or
   - Alien registration certificate in case of foreigner or
   - Copy of Government Officer ID card or
   - Copy of State-Owned Enterprise Employee Card
   - Copy of Driving License which are not expired yet with certified true copy. In case of a lifetime driving license, a certified true copy of the house registration must also be attached.

     All of the above identification documents must not be expired (except a lifetime driving license).

   In case of juristic person:
   - a copy of latest certificate of incorporation (not exceed 3 months) and copy of unexpired ID card or passport (in case of a foreigner) of the

authorized directors who has affixed his/her signature therein and has certified true copy the accuracy of all copies thereof. In case of shareholders of foreign juristic person, notary public is needed and must be certified true copy.

In case of name title, name, or surname has been changed, a copy proof must be attached with certified true copy.

2.2 Evidences of shareholding

Certificate issued by a securities company or other evidence issued by Thailand Securities Depository Co., Ltd. or Stock Exchange of Thailand or Custodian or certify share certificate which show the proportion of shareholding according to clause no.1 with certified true copy.

2.3 Shareholders who are qualified and have submitted complete documents as specified in clauses 2.1 and 2.2 must provide their name, address and telephone number by completing one of the following forms:

(1) Form 1. Agenda Proposal Form or

(2) Form 2. Director Nomination Form

Shareholders can download the form at Skin Laboratory Public Company Limited website in which one form agenda proposal or director proposal is arranged for one agenda or one director only. If the proposals of agenda are more than one, the form must be separated for each.

In case of combined shareholders propose agenda or director, each shareholder must fill in the form provided with require documents (sign and certified true copy for each one of shareholder) and empower the one of combined shareholders to contact with the Company and count empowers' person concern as the contact to the combined shareholders.

2.4 For the person who will be proposed to be as a director, shareholders must prepare additional documents as follow:

(1) Qualification documents of nominated person such as personal information, education, work experiences and training experiences.

(2) Evidence of consent given by the nominated person to be nominated as a director

(3) Declaration by the nominated person that he/she has no prohibited characteristics and has the qualifications required by law and relevant regulations, such as Securities and exchange act, Limited public company act, Notification of Securities and Exchange Commission, Stock Exchange of Thailand notification, Notification of the Capital Market, Company's regulations, Company's Articles of Association and Company's principle of good corporate governance.

(4) The information of nominated person to be elected as the director take for consideration such as facts, reasons, concerns and other necessary information that the shareholders' opinion should explain.

3. The matters take for agenda / not included as an agenda and propose / not propose the name of nominated person as director.

3.1 In case of Agenda Proposal

(1) Company's secretary will take consideration before proposing to Board of Directors

(2) Matters not to be included as an agenda:

a. The matter proposed does not meet the criteria or not qualified according to clause 1. and 2.

b. Matters concerning the normal business operation of the Company, where the shareholder has not shown reasonable grounds to suspect any irregularity in such matters.

c. Matters, which are out of the Company's authority to handle.

d. Matters that have been already handled by the Company.

e. Matters, which the shareholder had given is incomplete or incorrect or not with in setting period.

f. Matters, which are not in accordance with Company's objectives, Company's AOA, Company's policy or the notification of the government or any organizations concerned with Company's operation.

g. Matters, which are for the benefits of any particular group of people or may cause significant overall damage to the shareholders or Board of Directors concern not put in the agenda, or matters which the Board of Directors considers should not be included as an agenda.

h. Other matters that set by Notification of the Capital Market

(3) In case, the Board of Directors considers not to add agenda proposed by the shareholders, the Company's secretary shall notify the shareholders.

(4) In case, the Board of Directors considers add agenda proposed by the shareholders, the Company will add in the Annual General Meeting of Shareholders invitation form.

3.2 In case of propose the name of nominated person as director

(1) Company's secretary will take consideration before propose to Nomination and Remuneration Committee or Board of Directors (case by case) to consider the qualification and appropriate to be proposing as the director.

(2) In case Nomination and Remuneration Committee considers that the nominated person qualified and appropriated, the Nomination and Remuneration Committee will propose to the Board of Directors for consideration.

(3) In case, Nomination and Remuneration Committee or Board of Directors (case by case) considers that the nominated person unqualified and unappropriated, the Company's secretary shall notify the shareholders.

(4) In case, Board of Directors considers that the nominated person qualified and appropriate, the name of nominated person will be added in the Annual General Meeting of Shareholders invitation form as one of candidate to be proposed as director.

4. Channel

The shareholders can fill in Form 1. Agenda Proposal Form or Form 2. Director Nomination Form, then attach with documents required and send to the Company so that it is received no later than December 31, 2026, by hand or by registered mail. Company's address as below;

Company Secretary
Skin Laboratory Public Company Limited
89 Cosmo Office Park Building, 8th Fl., Unit P Popular Rd.,
Ban Mai, Pak Kret District, Nonthaburi 11120

Shareholders may submit the documents by email to secretary@skinsista.com in advance, before sending the official documents within the specified period.

5. Submitting period

The Submitting period of Form 1. Agenda Proposal Form or Form 2. Director Nomination Form is from now until December 31, 2026.