

SIC-BC-CHA-008

Charter of the Company Secretary**Silicon Craft Technology Public Company Limited****Qualifications of the Company Secretary**

1. Have sound knowledge and understanding of the Company's business, as well as the roles and responsibilities relevant to company secretarial functions, including the duties of directors and the Company Secretary. The Company Secretary shall also possess knowledge of applicable laws and regulations and shall continuously enhance his/her knowledge and keep abreast of relevant information and developments to improve the performance of his/her duties.
2. Perform duties in compliance with applicable laws, regulations, and the Company's Articles of Association with responsibility, due care, integrity, commitment, and dedication, and support the Company in achieving its objectives in accordance with the principles of good corporate governance and business ethics.
3. Uphold integrity and ethical principles, take into consideration the interests of all stakeholders, and refrain from any action that may adversely affect the reputation or image of the Company.
4. Refrain from seeking personal benefits from the Company's business opportunities and maintain the confidentiality of the Company's information.
5. Possess good interpersonal and coordination skills and be able to effectively coordinate with departments and relevant parties both within and outside the Company.

Scope of Duties and Responsibilities of the Company Secretary

1. Provide preliminary advice to directors on laws, regulations, and the Company's Articles of Association relevant to the Board of Directors, monitor compliance therewith on a regular basis, and inform the Board of Directors of any significant changes in applicable legal and regulatory requirements.
2. Arrange shareholders' meetings and meetings of the Board of Directors in compliance with applicable laws, the Company's Articles of Association, and relevant guidelines and practices.
3. Prepare minutes of shareholders' meetings and meetings of the Board of Directors, and follow up on the implementation of resolutions passed by the shareholders' meetings and the Board of Directors.
4. Prepare and maintain the following documents:
 - Register of Directors;
 - Notices of Board of Directors' meetings, minutes of Board of Directors' meetings, and the Annual Report/Annual Registration Statement (Form 56-1 One Report);



- Notices of shareholders' meetings and minutes of shareholders' meetings; and
 - Reports on interests of directors and executives.
5. Ensure that disclosures and information reports under the Company Secretary's responsibility are submitted to the relevant regulatory authorities in accordance with applicable rules and requirements.
 6. Maintain reports on interests submitted by directors or executives and provide copies of such reports to the Chairman of the Board of Directors and the Chairman of the Audit Committee for acknowledgement within seven days from the date on which the Company receives such reports.
 7. Establish and maintain a proper system for retaining relevant documents and supporting evidence to ensure completeness, accuracy, and auditability.
 8. Liaise and communicate with shareholders to ensure that they are informed of their rights and relevant information concerning the Company.
 9. Oversee activities of the Board of Directors and perform any other duties as required by law, as assigned by the Board of Directors, or as prescribed by the Capital Market Supervisory Board.

This Charter shall be reviewed at least once a year or whenever there is a material change.

Initial Approval	Approved by the Board of Directors at Meeting No. 1/2017 held on 28 February 2017.
Latest Approval/Review	Approved/reviewed by the Board of Directors at Meeting No. 4/2026 held on 25 June 2026.

Announced on 25 June 2026.



(Mr. Apinetr Unakul)

Chairman of the Board of Director



Approval and Revision History		
SIC-BC-CHA-008: Charter of the Company Secretary		
Revision	Board Resolution	Details
Initial Approval	BOD 1/2560: 28 February 2017	Approved the Charter of the Company Secretary.
Revision No. 1	BOD 3/2018: 15 August 2018	Annual review with no material changes.
Revision No. 2	BOD 2/2019: 19 April 2019	Annual review with no material changes.
Revision No. 3	BOD 3/2020: 14 May 2020	Annual review with no material changes.
Revision No. 4	BOD 2/2021: 18 March 2021	Annual review with no material changes.
Revision No. 5	BOD 2/2022: 17 March 2022	Annual review with no material changes.
Revision No. 6	BOD 4/2023: 21 July 2023	Annual review with no material changes.
Revision No. 7	BOD 4/2024: 18 July 2024	Annual review with no material changes.
Revision No. 8	BOD 4/2025: 17 July 2025	Annual review with no material changes.
Revision No. 9	BOD 4/2026: 25 June 2026	Annual review with no material changes.

