

SIC-BC-CHA-2025-008

Charter of the Company Secretary

Silicon Craft Technology Public Company Limited

Qualifications of Company Secretary

1. Have sufficient knowledge and understanding of the Company's business related to Company Secretary's duties such as duties of directors, duties of the Company and knowledge of laws and regulations as well as studying and tracking information to improve operations on a regular basis.
2. Perform duties in accordance with the law, regulations, the Company's articles with good responsibilities, honesty, and support the Company's operations to achieve its objectives under good corporate governance practices and business ethics.
3. Perform duties by not aiming for personal benefit from the Company's business opportunities, as well as maintaining the Company's confidentiality.
4. Good human relations and have the ability to coordinate with both internal and external institutes.

Material authorities, Duties, and Responsibilities of Company Secretary

1. To provide preliminary advice to the directors on laws and regulations that the Board of Directors should be acknowledged, then monitor on compliance to ensure that they are correctly and constantly complied, as well as to report on any change in significant laws and regulations to the Board of Directors.
2. To arrange the shareholders' meeting and the Board of Directors' meeting as per specified by the law, the Company's regulations and practices.
3. To record minutes of shareholders' meeting and meeting of the Board of Directors, as well as monitor the compliance with the resolutions of the shareholders' meeting and the Board of Directors' meeting.
4. To prepare and keep the following document:
 - Register of directors;

- Notice calling the Board of Directors' meeting, minute of meeting of the Board of Directors and an annual report of the Company (56-1 One Report);
 - Notice calling the shareholders' meeting and minute of shareholders' meeting;
 - Report on interest filed by the director or the executive
5. To supervise on disclosure of information and information technology report for the part responsible by the unit regulating the Company pursuant to regulations and requirement of the official agencies;
 6. To keep a report on interest filed by the director or the executive and submit a copy of interest report to the Chairman of the Board of Directors and the Chairman of the Audit Committee for acknowledgement within 7 days from the date the Company receives such report.
 7. To arrange for the complete and accurate storage system of relevant document or evidences that they can be readily available for inspection
 8. To contact and communicate with general shareholders so they can acknowledge the shareholders' right and the Company's news.
 9. To perform any act and activities as required by the Board of Directors, the laws, the Securities and Exchange Commission, and Stock Exchange of Thailand.

This Charter of the Company Secretary was initially approved at the Board of Directors Meeting No. 1/2017 held on February 28, 2017. It was most recently reviewed and approved at the Board of Directors Meeting No. 4/2025 held on July 17, 2025.

This announcement was made on July 17, 2025.



(Mr. Apinetr Unakul)

Chairman of the Board of Directors