Scope of Authority, Duties, and Responsibilities of the Chief Executive Officer

Primo Service Solutions Public Company Limited

PRIMO SERVICE SOLUTIONS PUBLIC COMPANY LIMITED
496 Moo 9 Sukhumvit 107 Road, Samrong Nuea,
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Scope of Authority, Duties, and Responsibilities of the Chief Executive Officer

1. Oversee, manage, operate, and perform routine day-to-day business operations for the benefit of the Company and its subsidiaries, as well as the group as a whole, in accordance with the vision, business direction, objectives, Articles of Association, regulations, resolutions, policies, business strategies, goals, operating plans, and annual operating budgets approved by the Board of Directors and/or the Shareholders' Meeting, within the framework of relevant laws and the scope of authority prescribed by the Board of Directors and/or the Executive Committee.

2. Supervise the operations and/or day-to-day management of the Company and its subsidiaries, report the operating performance of the group, and propose strategy alternatives aligned with corporate policies to the Executive Committee and/or the Board of Directors.

3. Formulate and present business policies, business plans, business expansion investment plans, human resource management policies, vision, mission, goals, operating plans, business strategies, public relations plans, annual reports, and annual budgets of the Company, its subsidiaries, and the group used in business operations, as well as define management authority levels, for presentation to the Executive Committee and/or the Board of Directors.

4. Regularly inspect, monitor, and evaluate the performance of the management of the Company, its subsidiaries, and invested associates, while recommending solutions to various obstacles to ensure that management executes established strategies and business plans in line with corporate policies and goals, and report to the Board of Directors on a quarterly basis.

5. Issue internal orders, rules, announcements, and memorandums to ensure that company operations comply with corporate policies, serve the best interests of the Company, and maintain organizational discipline.

6. Act as the representative of the Company or the group, and hold the authority to designate any person to liaise with external organizations, including government agencies and regulatory bodies, to the extent of the Chief Executive Officer’s / Managing Director’s authority or as delegated.

7. Determine the organizational structure, management authority, and administrative procedures, covering the recruitment, development, training, employment, appointment, transfer, and termination of employees from the level of Assistant Vice President downwards, as well as specify the rates of wages, salaries, compensation, bonuses, and welfare benefits for employees from the level of Assistant Vice President downwards, within the frameworks and policies prescribed by the Company.

8. Determine the rates of wages, compensation, rewards, bonuses, and salary adjustments for employees from the level of Assistant Vice President downwards, within the frameworks and policies prescribed by the Board of Directors.

9. Negotiate and enter into contracts and/or any transactions relating to the normal business operations of the Company within the authority and financial limits specified in the Delegation of Authority

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(DOA) table approved by the Board of Directors, and/or as determined by the Board of Directors, and/or pursuant to relevant laws, regulations, and the Articles of Association of the Company.

10. Have the authority to approve entering into contracts and/or any transactions relating to the normal business operations of the Company in accordance with the Authority Limits reviewed and approved by the Board of Directors, such as asset procurement, borrowing, securing credit facilities from financial institutions, making major capital expenditures, and/or pursuant to relevant laws, regulations, and the Articles of Association of the Company.
11. Appoint various advisors necessary for the Company's operations within the authority and financial limits specified in the Authority Limits and/or as determined by the Board of Directors.
12. Perform any other duties as assigned by the Board of Directors, including holding the authority to take any necessary actions to fulfill such duties.
13. Delegate authority to any person or persons to act on behalf of the Chief Executive Officer. Provided, however, that the delegation of authority, duties, and responsibilities of the Chief Executive Officer shall not be in a manner of sub-delegation that enables the Chief Executive Officer, or their attorney-in-fact, to approve any transaction in which they or persons who may have a conflict of interest (as defined in the notifications of the Securities and Exchange Commission, the Capital Market Supervisory Board, the Stock Exchange of Thailand, and/or relevant governing bodies) may have an interest, receive benefits in any manner, or have any other conflicts of interest with the Company or its subsidiaries, except for approvals of transactions conducted in accordance with the policies and criteria approved by the Board of Directors.

Effective from 26 July 2022, onwards.

-Signature-

(Mr. Marote Vananan)

Chairman of the Board
Primo Service Solutions Public Company Limited

<u>Note</u> Approved by the Board of Directors at Meeting No. 1/2022 on 26 July 2022.

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