



AURORA

**Scope of Power, Duties, and Responsibilities
of the Company Secretary**

Aurora Design Public Company Limited

Scope of Power, Duties, and Responsibilities of the Company Secretary¹

The Company Secretary of Aurora Design Public Company Limited (the "Company") shall have the scope of power, duties, and responsibilities as follows:

1. Prepare and keep the register of directors, notices calling Board of Directors meetings, minutes of Board of Directors meetings, annual reports of the Company, notices calling shareholders' meetings, and minutes of shareholders' meetings.
2. Keep reports on interest filed by directors or executives, and perform other actions as prescribed by the notifications of the Capital Market Supervisory Board; and submit a copy of the report on interest under Section 89/14 of the Securities and Exchange Act B.E. 2535 (1992) (including any amendments thereto), prepared by directors or executives, to the Chairman of the Board of Directors and the Chairman of the Audit Committee within seven (7) business days from the date on which the Company receives such report, or immediately prior to entering into the transaction.
3. Provide preliminary advice on laws, rules, and company regulations required by the Board of Directors, ensure strict and consistent compliance therewith, and report any material changes in statutory or regulatory requirements to the Board of Directors.
4. Organize shareholders' meetings and Board of Directors meetings in compliance with applicable laws, the Articles of Association of the Company, and relevant best practice guidelines.
5. Record the minutes of shareholders' meetings and Board of Directors meetings, and monitor performance to ensure compliance with the resolutions of shareholders' meetings and Board of Directors meetings.
6. Ensure the disclosure of information and regulatory reports under their responsibility to relevant governing authorities in accordance with applicable regulations and requirements.
7. Provide information concerning corporate governance practices of the Board of Directors and the Company to shareholders and investors through the preparation of the Annual Report, Form 56-1 One Report, and/or Sustainability Report.
8. Oversee and provide recommendations to the Board of Directors regarding the development and improvement of the Board's self-assessment guidelines, ensuring alignment and appropriateness with the nature and condition of the Company's business.

¹Following the Company's listing on the Stock Exchange of Thailand, the Company shall strictly comply with the requirements issued under the Securities and Exchange law, including rules, regulations, and notifications promulgated thereunder by the relevant authorities.

9. Arrange for the provision of essential information and orientation necessary for current and newly appointed directors to perform their duties effectively.
10. Oversee the activities of the Board of Directors and execute any other actions in compliance with applicable laws, notifications of the Capital Market Supervisory Board, and/or as assigned by the Board of Directors.

This Scope of Power, Duties, and Responsibilities of the Company Secretary shall be effective from July 6, 2022 onwards.

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(Mr. Prasit Srirungtham)
Chairman of the Board of Directors
Aurora Design Public Company Limited