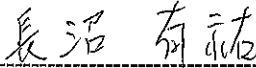
 บริษัท ชาร์ป โซลาร์ โซลูชัน เอเชีย จำกัด SHARP SOLAR SOLUTION ASIA CO., LTD. HR & GA	Regulation and Procedure			
	Dept.	Human Resources & General Affairs & IT & Legal Department	Doc. No.	SSSA-HR-25L- Mar-006
	Subject	Policy of E-Training System	Version	1
		Effective Date	2 March 2026	

Approved By	 <hr style="width: 100%; border: 0.5px solid black;"/> Mr. Naganuma Arisuke President
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Online E-Training Policy of SSSA

1) Objective of Online E-Training Policy

The company has set up online training to promote continuous learning and adapt the training methodologies to meet the evolving trend of the business. This is also to ensure compliance training provided to all employees under the policy of Sharp Corporation. Furthermore, the benefits of E-Training include reducing training workload of both trainers and trainees and the training assignment becomes more systematic, measurable and accessible.

2) Role, Responsibility and relation to Performance Appraisal

The trainees are required to take learning role and complete the assigned training tasks. The result of online training implementation has a significant effect on employee performance appraisal through the results of training completion rate, pre-test and post-test achievement.


3) Course Outline

The course outline will start from the 1st Phase where it contains basic knowledge of the company and all the regulations especially company compliance which all SSSA employees need to know and understand according to the policy of Sharp Corporation. The company will continuously develop the next training phase and will share information to all employees in advance for further learning sessions.

4) Learning Timeline

The 1st Phase of learning about basic knowledge of the company and all the regulations will require all the employees to learn and review at least 1 time / year and to complete the training tasks within 2 months from 1st February until 31 March of every year in order to reflect into the process of the 2nd Half Performance Appraisal of Bonus & Salary Increase.

For this year 2026, the company has firstly started online E-Training. The system has been set up in February and to be completed by the end of March. Therefore, the 1st Phase of online training for this year will start from 1st April until 31 May 2026.

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The 2nd Phase of learning will be continuously developed and will share information to all employees in advance for further learning sessions.

5) Training for Online E-Training System

User training sessions for the Online E-Training system will be conducted via Zoom in March 2026. The training schedule and details will be shared again.

6) Online E-Training System Manual

The user manual for the Online E-Training system will be provided before/during the training.