

The measures and guidelines for the shareholders attending the meeting under the circumstance of Coronavirus 2019 (COVID-19) outbreak

With awareness and concern for the health of shareholders who will be attending the shareholders' meeting under the circumstance of Coronavirus 2019 (COVID-19) outbreak, Sermsuk Public Company Limited ("the **Company**") has determined measures and guidelines for shareholders' meeting attendance in accordance with the suggestion of the Department of Disease Control, Ministry of Public Health, and ask for cooperation from the shareholders to strictly comply with said measures and guidelines, detail of which is as follows:

1. The Company asks that the shareholders or proxies who are exposed to the following risks please kindly consider authorizing other person who are not exposed to such risk or one of the Company's Independent Directors as proxy to attend the meeting on their behalf

- Shareholders or proxies returning from a foreign country, or came into physical contact or be in close proximity of those returning from a foreign country less than fourteen (14) days before the meeting date, especially at-risk countries in accordance with the announcement of the Ministry of Public Health;
- Shareholders or proxies who resides in the at-risk area of Thailand, or came into physical contact or be in close proximity of those who resides in the at-risk area of Thailand;
- Shareholders or proxies who exhibit any symptoms of respiratory diseases; such as having a fever (having body temperature of 37.5 degrees Celsius or above), coughing, having sore throat, sneezing or having runny nose.

2. In the case where the shareholders wish to attend the meeting themselves.

The Company asks of the shareholders the cooperation with and the understanding of the guideline on how the shareholders meeting is to be conducted in order to minimize the risk of the Coronavirus 2019 (COVID-19) spreading. Detail of the guideline is as follows:

2.1 Guidelines for screening and registering for meetings

- Requesting shareholders and proxies to check-in and check-out via the "Thai Chana" application provided by the hotel or the Company.
- The Company shall set up a screening point in front of the meeting room and will check the temperature of all shareholders and proxies before meeting attendance registration. In the case that any shareholders or proxies are found to have any symptoms of respiratory diseases; such as having a fever (having body temperature of 37.5 degrees Celsius or above), coughing, having sore throat, sneezing or having runny nose, the Company reserves the right to ask such shareholders to authorize others who do not exhibit such symptoms or one of the Company's Independent Directors as proxy to attend the meeting on their behalf instead.
- Shareholders and proxies who pass the screening process and have registered to attend the meeting shall receive an indicating sticker. The Company requests all shareholders and proxies to wear face mask at all time while at the meeting venue as well as to clean their hands regularly with alcohol solution provided by the Hotel or the Company.

2.2 Guidelines for meeting room practice

- The Company prepares the seats in the meeting room each with a distance of not less than 1 meter.

- The Company requests shareholders and proxies to wear face mask at all times while in the meeting room and to refrain from talking in the meeting room.
- The Company kindly asks for the cooperation of the attendees to not eat any food or snacks at all the time while at the meeting venue.
- The meeting will be conducted in a concise manner, keeping time and in accordance with the agenda.

The implementation of the abovementioned measures and guidelines may result in inconvenience to shareholders or proxies due to procedures and processes being stricter and stringent than in normal situations. In addition, the Company must complete the meeting in a short time to reduce the amount of time where many people are gathered in the same place and must arrange for there to be sufficient spacing between each person in accordance with the law in effect at that time. Such restriction may result in the Company not being able to support the attendees as usual. The Company therefore would like to take this opportunity to apologize for the inconvenience in advance.

In addition, if the situation has changed or additional shareholders meeting arrangement-related measures or regulations have been issued from the relevant agencies, the Company may change its practice to comply with said measures. The Company shall inform the shareholders of such a change via the information disclosure channel of the Stock Exchange of Thailand and the Company's website.