

EPG-CS-006-2563

10 July 2020

Subject Notification of Measures and Practical Guidelines for the 2020 Annual General Meeting of Shareholders under the Coronavirus Disease Outbreak 2019 (COVID-19)

To Shareholders of Eastern Polymer Group Public Company Limited

Enclosure 1. Measures and Guidelines for the 2020 Annual General Meeting of Shareholders under the Coronavirus Outbreak 2019 (COVID-19)

According to the Board of Directors Meeting of Eastern Polymer Group Public Company Limited (**the Company**) No.3 / 2020, held on 28 May 2020, resolved to hold the 2020 Annual General Meeting of Shareholders on 23 July 2020, 9.00 a.m., at the Ambassador Hotel, Sukhumvit Road Soi 11, Bangkok to consider various agendas as proposed.

Due to the Coronavirus outbreak situation (COVID-19), the Company has concerned about the safety of shareholders or proxies as well as all relevant parties in organizing the meeting. The Company has, therefore, prescribed measures and practical guidelines for the 2020 Annual General Meeting of Shareholders, which are conducted under the orders of the Center for COVID-19 Situation Administration (CCSA), including relevant laws and regulations. The Company requests cooperation to the attendees must strictly comply with the aforementioned measures. The details appear in Enclosure No. 1

In this regard, it may cause inconvenience and delays in screening and register for the meeting. The Company apologizes for any inconvenience.

Please be informed accordingly.

Sincerely Yours

Mr. Pawat Vitoonpakorn

Chief Executive Officer

**Measures and Practical Guidelines for the 2020 Annual General Meeting of Shareholders
Under the Coronavirus Disease Outbreak 2019 (COVID-19)**

Eastern Polymer Group Public Company Limited (**the Company**) concerns about the safety of shareholders or proxies as well as all relevant parties in organizing the meeting. Therefore, the Company has defined measures and practical guidelines for the 2020 AGM, which is conducted following the orders of the Center for COVID-19 Situation Administration (CCSA), including relevant laws and regulations. The Company requests cooperation that the attendees must strictly comply with the measures and guidelines as mentioned above. The details are as follows:

Before the Meeting Commenced

1. The shareholders may appoint the independent directors of the Company to attend the meeting on their behalf in order to prevent and reduce the risk of the spread of Covid-19 by using the proxy form B as enclosed with the invitation letter or download via the Company's website at www.epg.co.th, with the stamp duty 20 baht then submits to the Company by 17 July 2020.

To the Company Secretary

Eastern Polymer Group Public Company Limited, No. 770 Moo 6, Thepharak Road,
Thepharak Sub-district, Mueang District, Samut Prakan 10270

2. The shareholders can submit questions related to the agendas of the 2020 Annual General Meeting of Shareholders in advance from 22 June 2020 to 17 July 2020 by specifying the name, address, telephone number, and email to the Company Secretary as the address above or via email cs@epg.co.th.

The Meeting Date

3. In case of wanting to attend the meeting in person, the Company requests that the shareholders or proxies must comply with the measures and practical guidelines for the 2020 Annual General Meeting of Shareholders as follows:

- 3.1 Participants must register in-out at the meeting venue by using the Thai Chana platform and must pass the body temperature monitor with a detector (the body temperature must not exceeding 37.5 degrees Celsius) then do a questionnaire for screening correctly and truthfully. After that, the screened people will be put on stickers before entering the venue.
- 3.2 Participants must wear masks at all times in the meeting venue and regularly clean hands with alcohol, which the Company has prepared at various points, including keeping the social distancing 1 - 1.5 meters.
- 3.3 The Company arranges the seats in the meeting room with a distance of at least 1 - 1.5 meters causing the number of seats in the meeting room to be limited to 200 seats only. In the case of the full seating, the Company reserves the right to refrain from adding chairs and standing in the meeting room. The Company requests shareholders or proxies to vote and send the voting card to the staff of the Company to record the voting or appoint the independent director as proxies. The proxy form will be available at the registration point.
- 3.4 The Company will conduct the meeting in a short time of not exceeding 1 hour 30 minutes in order to reduce the risk of spreading disease.
- 3.5 The microphone is not provided in the meeting room. If there is a question or a comment, the participants must write on the question paper and submit to the Company's staff to collect and send it to the Chairman of the Board. In which the questions sent in advance will be proposed on the meeting date, and the Company will conclude the inquiry and its answer in the minutes of the shareholders' meeting.
- 3.6 There is no coffee, tea, and food served in the meeting venue in order to reduce the risk of spreading disease.
- 3.7 In case the situation has been changed, or there is a requirement from government agencies relating to the shareholders' meeting, the Company will notify via its website www.epg.co.th, and through the Stock Exchange of Thailand.