



S11-005/2563

March 19, 2020

Subject: The procedure and recommendation of attending the shareholders' meeting in the outbreak situation of Coronavirus Disease

To: The President  
The Stock Exchange of Thailand

S 11 Group Public Company Limited has been aware of the danger and risk of the outbreak of Coronavirus Disease 2019 (COVID-19) as well as to comply with the Ministry of Public Health directives on COVID-19 and the practice of Shareholder Meeting of the Securities and Exchange Commission. In recognizing our responsibility to the broader society and protecting those in greatest need. The following procedure and recommendation will be applied to the shareholders' meeting.

1. Shareholders or cohabited person or other co-activity person who have traveled to, or had a transit through the countries disease infected zones namely China (including Hong Kong and Macao), South Korea, Italy and Iran or the countries with ongoing Local Transmission including France, Spain, United States, Switzerland, Norway, Japan, Denmark, Netherlands, Sweden, England and Germany (referring to the Notification of the Ministry of Public Health which effective on 6 March 2020, the information as at 13 March 2020), together with who has directly contact or has an occupation working closely with persons traveled to, or had a transit through the above mentioned countries, along with who has a respiratory disease symptoms or close to infected patients or patients showing symptoms of a respiratory disease such as fever, sore throat, cough, sneeze, mucus or shortness of breath shall follow the directives on COVID-19 of the Department of Disease Control of the Ministry of Public Health to reinforce that the 14-day self-quarantine for observing any symptoms at their residence. If any shareholder has symptoms of illness on the meeting date, please kindly refrain from coming to the shareholders' meeting and see a doctor immediately.

The Company promotes shareholders to appoint the proxy to independent director or others instead of attending the meeting by themselves in order to not only reducing the meeting attendees and also mitigating the risk of diseases outbreak.

Shareholders could download the proxy form on the Company's website [www.sgroup.co.th](http://www.sgroup.co.th) and specify message, sign and attach the completed document prior sending to the Company Secretary of S 11 Group Public Company Limited at no.888 Soi.Chatuchot 10, Chatuchot Road, Ao-ngoen Sub-district, Saimai District, Bangkok 10220 or contact 02-022-8888 ext. 2503 for more information.



บริษัท เอส 11 กรุ๊ป จำกัด(มหาชน) ทะเบียนเลขที่ 0107556000698

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2. Any shareholders or its proxy having the rights to attend the meeting should strictly conform to the directives on COVID-19 of the Department of Disease Control of the Ministry of Public Health on the meeting date, especially the preparation of hygienic mask and alcohol gel for themselves sufficiently as well as should conform to the hygienic principles such as washing their hands frequently with water and soap or alcohol gel and wearing a hygienic mask.
3. Mandatory checks will now take place for all individuals entering the shareholders' meeting to find anyone having fever and respiratory disease symptoms on the meeting date by checking their body temperature and recommend them to wash their hands with water and soap or alcohol gel. The Company shall provides the alcohol gel sufficiently especially at the sharing area such as the meeting room, toilet, registration and food service points, and also shall provides the hygienic mask for anyone who not wearing at the registration point.

Moreover, the Company needs to manage the number of entrances to the shareholders' meeting and will ask shareholders to use the main entrance only. The Company shall reserve the rights of attendees to stay only in the meeting room until the meeting is ceased. In case that any attendees showing symptoms of illness or respiratory disease on the meeting date, the Company shall reserve the rights of such person in attending the meeting. However, such person could appoint the proxy to independent director or others to attend the meeting and vote on their behalf.

Please be informed accordingly and strictly follow such procedure and recommendation.

Sincerely yours,

(Mrs. Katika Kusawadee)

Secretary of the Company

Authorized person for the signatory of the IT report