

Guidelines for attending shareholder meetings year 2020, in regards to the outbreak of COVID – 19

According to the spread of the new Coronavirus 2019 (COVID – 19), the Company worries of the situation and supports the measures of the Department of Disease Control. So, please be informed of the new guidelines, as listed;

1. Shareholders who are in a high-risk situation, for example, had recently travelled to any high-risk countries and returned less than 14 days before the meeting, showing symptoms of fever or suffers any respiratory symptoms, are advised to send a substitute in place to attend the meeting or vote by proxy by assigning an independent director to vote on his or her behalf. The proxy can be sent via the company's address (on the invitation letter).
2. The Company will be implementing health checks, in front of the meeting room. In the situation of finding one with risk, we will kindly ask to deny their entry, in which you may send a substitute in place or an independent director to attend the meeting instead.
3. After admission to the Annual General Meeting of Shareholders for 2020 follow these recommendations;
 - Wear a facemask at all time
 - Wash your hands often with soap or hand sanitizer
 - Avoid sharing personal items with others
 - Leave the meeting immediately if you develop a fever, cough, runny nose, sore throat or breathing difficulties

Thank you for your cooperation and understanding on this matter.