



Translation

Prevention and Control Measures for COVID-19

Guidelines for attending the 2020 Annual General Meeting regarding the outbreak of Coronavirus 2019 (COVID-19)

With our deep concern over the health of the meeting attendees from the spread of Coronavirus 2019 (COVID-19), the company, therefore, kindly asks shareholders to remain informed with the following guidelines:

1. **SMPC shall reserve the right to deny entry into the meeting** from shareholders who recently transited or visited or returned from any high-risk countries which are Korea, China including Macau and Hong Kong, Italy and Iran regarding to announcement made by Ministry of Public Health “The Disease infected Zones regarding COVID-19” in less than fourteen (14) days or returned to Thailand after 16 March 2020.
2. Shareholders who are in a high-risk situation, e.g., having recently visited or returned from any high-risk countries or administrative areas in less than fourteen (14) days, or showing any sign of fever or respiratory symptoms, are advised to nominate a proxy to your representative or the company’s Independent Director. Please complete proxy form B and other supporting documents and send to the company by the procedure mentioned in invitation to attend AGM or download at <http://www.smpcplc.com/Investor Relation/Shareholders' Meeting>
3. Since the meeting involves many people coming together in limited space. Crowded places pose risks for spread of the virus that causes COVID-19 and other infective agents of the respiratory system. In order to prevent the spread of disease, shareholders are advised to appoint company’s Independent Director as a proxy instead of attending the meeting by yourself.
4. The company shall conduct health screening, in compliance with the guideline of Department of Disease Control. For those being identified with having temperature over 37.5 degree Celsius or with respiratory symptom, **the company shall reserve the right to deny entry into the meeting.** (In case of the aforementioned person is a shareholder presents in person at the venue, such shareholder may nominate one of the company’s Independent Director as your proxy.)

5. The Venue will be sanitized and cleaned with disinfectant prior to the meeting. The Company will provide alcohol hand rub solution and arrange the seat with sufficient space. However, the company kindly requests everyone to bring your own facemask and wear it at all time.
6. In order to minimize the waiting time, the Company shall postpone the registration time to 13.00-14.00 hours.

The company reserve the right to announce any additional measures as necessary until the day of 2020 Annual General Meeting of Shareholders on 31 March 2020.

Please be informed accordingly,

(Mr. Surasak Urprisiruk)

Managing Director