



No. AKP MD - 005/2020

23rd, March 2020

Subject: Annual General Meeting of Shareholders for 2020 with protection measures with regard to Coronavirus Disease 2019 (COVID-19).

To President
The Stock Exchange of Thailand

Board of Directors of Akkhie Prakam Public Company Limited had recently resolved to hold the 2020 Annual General Meeting of Shareholders on Friday 24th, April 2020 at 2.00 p.m. The meeting will be held Pavilion 8th Floor at The Grand Fourwings Convention Hotel, 333 Srinakarin Road, Huamark, Bangkok, Bangkok 10240 Thailand. as per the agendas according to previous notification to the Stock Exchange of Thailand.

In this regards, the Company has already posted the invitation letter of the AGM and supporting documents on the Company's website in order to provide an opportunity for shareholders to study all information prior to the date of meeting in pursuance with the principles of good corporate governance. The shareholders can found the above information at www.akkhie.com since 23rd, March 2020 onward.

Due to the spread of the COVID-19 virus in Thailand, the AGM has a large gathering of people so the company is very concerned about the risk of infection at the shareholders' meeting. Therefore, we have drawn up the measures below.

1. Requesting the cooperation of the shareholders in the proxy voting instead of attending the AGM meeting in person

1.1 Shareholders who are in a high-risk situation e.g. having recently traveled to and from any high-risk countries announced by the Ministry of Public Health, including any other countries that will be additionally indicated, including the person who have had close contact with someone who traveled to and from the high-risk countries within 14 days before the date of the AGM, having fever and/or showing any respiratory symptoms or other symptoms suspected of being infected with COVID-19, are requested to

follow the Department of Disease Control's precaution by not attending the meeting. The company suggests these people appoint the company's independent director as their proxy to attend and vote on their behalf

1.2 To prevent and reduce the risk of COVID-19 due to the crowding of shareholders on the meeting day, which the number of attendees is unpredictable and for your hygiene, the Company requests cooperation from all shareholders even if you are not in a high-risk category to appoint an independent director to act as your proxy.

The shareholders may use the proxy form and attach the required document as explained in Attachment 4 of the notice of the AGM that earlier sent to the shareholders and submits the proxy document to the following address.

Company Secretary Department

Akkhie Prakarn Public Company Limited

No. 792, Moo 2, Soi 1c/1 Bangpoo Industrial Estate, Sukhumvit Road,

Tambol Bangpoo mai, Amphur Mueang Samutprakarn, Samutprakarn 10280

1.3 Shareholders wishing to submit questions relating to the meeting agenda in the form "Questionnaire Form Regarding the Company In advance before the annual general meeting of shareholders" (https://www.irplus.in.th/Listed/AKP/general_meeting/agm_20191112112200_T.pdf) Questions can be sent up until April 20th, 2020. through the following channels:

- (1) Submit together with a proxy
- (2) E-mail: suwanna@akkhie.com
- (3) Fax: 02 323 0724

2. For those shareholders who will attend the AGM

In order to prevent and reduce the risk of the spread of COVID-19, the Company prepares several measures that could add to the usual registration process on the AGM day. The Company would like to inform and request all shareholders' cooperation with the following measures.

2.1 Screening measures, as suggested by the Department of Disease Control: Everyone attending the AGM must be screened before entering the meeting area. Anyone who fails to pass the screening, i.e. shows symptoms of fever or has a body temperature of 37.5 degrees Celsius or higher and/or has any respiratory symptoms or has traveled to and from the high-risk countries within 14 days before the date of AGM, will be denied the entry. In this regard, various measures for controlling and screening participants may change according to government practice, which may be announced.



The shareholders who are denied the entry to the AGM can use proxy voting by assigning an independent director to vote on their behalf

2.2 Measures upon venue arrangement and registration to reduce risk from crowding as follow:

- 1) The registration will open early at 11.30 a.m.
- 2) Queuing at the screening point and check-in will keep a distance of one meter from each other.
- 3) The space between seats in the meeting room will be one meter apart.
- 4) The Company has instructed the owners of the meeting facilities to clean the meeting rooms and the surrounding area.
- 5) Shareholders are requested to wear a face mask at all times, both in the meeting room and the surrounding area.
- 6) The Company will serve only the complimentary snack box and requesting cooperation to take back By not eating in the meeting room and surrounding area

The Company would like to apologize for the inconvenience, especially if a high number of attendees cause a delay and trust that all of the shareholders will strictly follow these measures.

Please be informed accordingly.

Yours sincerely,

Mr.Vanchai Luengviriya
President & CEO

Secretarial Company Department.
Tel. 02-323-0714 ,16,18 Ext. 132