



บริษัท เอส 11 กรุ๊ป จำกัด (มหาชน) ทะเบียนเลขที่ 0107556000698

S 11 GROUP PUBLIC COMPANY LIMITED

888 ซอยจตุโชติ 10 ถนนจตุโชติ แขวงอโงะงิน เขตสายไหม กรุงเทพฯ 10220 โทร. 0-2022-8888 โทรสาร 0-2158-7948

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S11-006/2564

March 1, 2021

Subject: The procedure and recommendation of attending the 2021 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 2021 shareholders' meeting.

1. Shareholders or cohabited person or other co-activity person who have traveled back from the foreign countries or disease infected zones or epidemic areas, 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 self-quarantine for observing any symptoms at state quarantine or their residence not less than 14 days until pass the disease infected period or end of suspicion by such person do not leave the aforementioned place absolutely. If any shareholder has symptoms of illness or suspect that infected the COVID-19 on the meeting date, please kindly refrain from coming to the shareholders' meeting and have an examination at the medical facility which specified by the Ministry of Public Health 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-ngoan Sub-district, Saimai District, Bangkok 10220 or contact 02-022-8888 ext. 2503 for more information.

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



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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. Moreover, the Company requests shareholder or proxy who attends the meeting to wear a hygienic mask.

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