

Ref. Simat 11-20

April 27, 2020

Subject: Guideline for the Organization of the Annual General Meeting of Shareholders 2020 during the Outbreak of Coronavirus Disease (COVID-19)

Attention: Shareholders of Simat Technologies Public Company Limited

The Board of Directors of Simat Technologies Public Company Limited ( "the Company") resolved to call for the 2020 Annual General Meeting of Shareholders on 30th April 2020 at 9.00 a.m. at the Rajapruerk Room, Simat Technologies Public Company Limited, No. 123, Soi Chalongkrung 31, Ladkrabang Industrial Estate, Chalongkrung Road, Lamplatew Sub-district, Ladkrabang District, Bangkok

From the Outbreak of the new Coronavirus Disease (COVID-19), the Company is aware and concerned for the safety and wellbeing of shareholders and staff at the shareholders' meeting. Therefore, the Company kindly asks shareholders to be informed of the Guidelines for attendance to the 2020 Annual General Meeting of Shareholders of the Company regarding the outbreak of the New Coronavirus 2019 (COVID-19) with the following:

1. The shareholders are advised to consider to proxy the Company's Independent Director to attend the meeting.
2. Shareholders who have recently returned from any high-risk countries in less than 14 days or suffered any respiratory symptoms are advised to proxy a representative or the Company's Independent Director to attend the meeting.
3. The Company shall conduct health screening at the Company's building entrance. In case of any high-risk shareholders being identified, the Company would like to ask for their cooperation to avoid entering into the Meeting room and please proxy a representative or the Company's Independent Director to attend the meeting.
4. The Company kindly requests everyone to prepare and wear a facemask at all times.
5. The Company shall arrange the meeting seat having a space at least 1 meter each. Only shareholders or proxy holder can attend the meeting. Unrelated persons or followers are not allowed to enter into the area of meeting location.
6. The Company would not provide snacks and beverages for shareholders at the meeting to prevent the spread of COVID-19.
7. The Company normally cleans the equipment and the frequently contacted area such as banister, door knob, toilet with alcohol 70% at least twice a day.

8. The Company strictly comply with the guideline of the Department of Disease Control, Ministry of Public Health regarding to the Prevention and Disease Control of COVID-19 for Meeting Arrangement.
9. The Company has sent the letter regarding to the Annual General Meeting of Shareholder to the District Office for their acknowledgement.
10. The Company has already sent the shareholders this guideline together with the invitation letter to AGM 2020.

For your acknowledgement and please comply with guideline strictly

(Mr. Thammanoon Korkiatwanich)

Director/Company Secretary