

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

As a result of the recent outbreak of the coronavirus disease 2019 (COVID-19), the Company is deeply concerned by the situation. Since the Annual General Meeting of Shareholders is the gathering of a number of people which is one of the risk factors of the spread of the virus, the Company would like to ask for shareholders' cooperation in considering to grant proxy to an independent director of the Company to attend the Meeting on their behalf. However, in order to effectively prevent and control the spread of COVID-19 virus as well as to protect the health of the shareholders, employees and the operation of the Company, we would like to inform you of the guidelines for the organization of the 2020 Annual General Meeting of Shareholders as follows:

1. Shareholders who are at risk, for example, those who are turning from high-risk countries indicated in the notice of the Ministry of Public Health, namely; China, Hong Kong, Macau, South Korea, Italy, Iran and other territories defined as disease infected zone or those who have fever or respiratory illness are to kindly grant proxy to an independent director of the Company or other persons to attend the Meeting on their behalf. Please submit the Proxy Form to Company Secretary at the address appeared at the end of this letter.
2. The Company will conduct a screening at the entrance of meeting place and protective equipment in front of the meeting room. Should and suspected case if found, the Company reserves the right not to permit the person to enter the meeting room. The shareholder will be able to grant proxy to an independent director of the Company or other persons to attend the Meeting on his/her behalf.
3. Should you have any questions, the Company has provided the opportunity for shareholders to express their comment or submit questions related the agendas of the Annual General Meeting of Shareholders 2020 in advance from **27th March 2020 to 24th April 2020** via the following channels:

3.1 Email: cs@pdgth.com หรือ ir@pdgth.com

3.2 Fax: (02) 791 0100 (Attn: Company Secretary)

3.3 Post: Phol Dhanya Public Company Limited.

No. 1/11 Moo 3 Lamlukka road, Ladsawai, Lamlukka, Pathumthani 12150

The Company will collect the comments and questions and propose to the Board of Directors to answer the questions on the date of the Annual General Meeting of Shareholders.

Please kindly be informed and thank you for your cooperation on this matter.

Company Secretary/ Investor Relation

Management and Organization Development Office

Tel. (02) 791 0111 ext. 151 and 206