

**Protocols and Guidelines for Participants of the Annual General Meeting of Shareholders 2021
Concerning the Transmission of COVID-19**

Phol Dhanya PCL would like to inform of the protocols and guidelines for attending the Annual General Meeting of Shareholders as follows:

1. Shareholders are encouraged to authorize the Company's independent directors as the proxies, instead of attending the meeting in person. If the shareholder wishes to attend the meeting in person, please declare your intention to the Company in advance, according to enclosure 12.
2. In order to minimize the risk of transmission, shareholders may submit questions in advance using the form for the Annual General Meeting of Shareholders 2021, through the following channels:
 - 2.1 The Company's website: <http://investor.pdgth.com/question.html>
 - 2.2 Submit together with the letter of power of attorney to the Company Secretary of Phol Dhanya Pcl.
No. 1/11 M.3 Lamlukka Rd., Lad Sawai, Lamlukka, Pathumthani 12150
 - 2.2 Electronic mail: cs@pdgth.com
 - 2.3 Fax: 0-2791 0100
3. In case the shareholder wishes to attend the meeting in person, the Company requires cooperation to be aware of the meeting arrangement protocols to prevent and minimize risks of COVID-19 transmission as follows:
 - 3.1 Set up the screening check points in accordance with the Department of Disease Control starting from the guardhouse. If an individual with potential risk or with respiratory symptoms is detected, the Company reserves the right to deny access for the shareholder or the proxy in question to attend the meeting. However, an authority can be bestowed upon the Company's independent director to attend the meeting on one's behalf.
 - 3.2 Seats are to be organized with appropriate social distancing (about 1-2 meters apart), with no more than 25 seats, and no supplementary chairs. Shareholders are strongly encouraged to authorize the Company's independent director to attend the meeting on one's behalf instead of attending the meeting in person.
 - 3.3 Disinfect and clean the venue with alcohol before the meeting starts. Meeting participants are required to prepare their own face masks and put them on throughout the course of the meeting.
 - 3.4 Avoid touching facial areas (eyes, nose, mouth), and avoid using or sharing things with others.
 - 3.5 For public hygiene, snacks, tea and coffee will **not** be served, and food shall not be consumed in the meeting room. Drinking water (bottle) will be prepared for by the Company, while snacks will be distributed for take-home only in order to minimize the risk of transmission.
 - 3.6 If there are any changes in the situation, or limitations from the government bodies related to the shareholders' meeting arrangement, the Company will inform of such changes on the website (www.pdgth.com).
4. The Company will run the meeting in a concise manner (no more than 1 hour), whereby questions will be compiled in the attachment that will be distributed via the Stock Exchange of Thailand's portal and the Company's website within 14 days after the meeting day.

In this regard, if many shareholders are present all at the same time on the day, there might be delays in the screening and registration processes. The Company would like to extend apologies for such inconvenience.

Sincerely yours,

Phol Dhanya Public Company Limited
