

**Precautionary Measures to Prevent the Spread of Coronavirus Disease (COVID-19)
in the Shareholders' Meeting of the Company**

Due to the situation of the spread of coronavirus disease (COVID-19) currently, and the fact that the Company is still required to hold the Annual General Meeting of Shareholders of the Company (the "AGM") in order to comply with the relevant law under such situation, in the light of the concerns about the healthcare of all of the shareholders and in order to comply with the Recommendations on Prevention and Control of COVID-19 for Meetings, Seminars or other comparable events specified by the Department of Disease Control, Ministry of Public Health dated 11 February 2020 and the Guidelines for Holding the Annual General Meeting of Shareholders of the Listed Company under the Situation of the Spread of Coronavirus Disease (COVID-19).

The Company hereby informs all of the shareholders of the precautionary measures to prevent the spread of coronavirus disease (COVID-19) in the Shareholders' Meeting of the Company as follows;

The holding of the AGM will be a mass gathering which poses risks for the spread of coronavirus disease (COVID-19). Therefore, in order to prevent the spread of coronavirus disease (COVID-19), the Company requests the cooperation from the shareholders in considering the approach of granting proxy to an independent director to attend the AGM on their behalf. In this regard, the Company has opened an opportunity for the shareholders to submit the inquiry in relation to the meeting agenda or other matters to the Company by sending the questions to e-mail address : companysecretary@planbmedia.co.th within 24 July 2020

In case where the shareholders wish to attend the Meeting in person, the Company hereby informs the procedures of the Company and the preparation of the shareholders to prevent the spread of coronavirus disease (COVID-19) in the Shareholders' Meeting of the Company as follows;

- 1) To be in accordance with the Regulation Issued under Section 9 of the Emergency Decree on Public Administration in Emergency Situations B.E. 2548 (2005) (No. 10), dated 12 June 2020, which is a provision currently effective on the date of this letter, all seats of the shareholders and proxies who will attend the meeting shall be appropriately arranged for social distancing. Thus, there will be only up to 50 seats fitting in the meeting room and additional seats are not available in any respect.

The shareholders or proxies who early arrive the meeting venue are firstly allowed to attend the meeting room. In the case where the number of seats for shareholders or proxies are full, the Company reserves the right to manage the situation as appropriate; in order to avoid the congestion at the meeting and to be in accordance with the regulations issued by the Government and the measures for the holding of shareholders meeting issued by the Stock Exchange of Thailand. In this regard, the Company shall not allow the shareholders or proxies arriving later to attend the meeting. However, granting the proxy to the independent director to attend the meeting and casting the votes on the shareholder's behalf or submitting questions is still allowed.

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- 2) The Company will provide the screening station and measure the body temperatures of all of the meeting attendants before entering the meeting venue. In this regard, the Company requests the cooperation from the shareholders in case where there is the shareholder with the following symptoms, the Company reserves the right to isolate such shareholder to attend the Shareholders' Meeting in the area specifically designated

for the shareholders exhibiting suspected symptoms. Any one of the following symptoms is deemed a suspected symptom¹.

- 1.1) Having a fever (having body temperature above 37. 5°C);
 - 1.2) Coughing, having a sore throat, panting or having respiratory symptoms;
 - 1.3) People travelling to or making transit stops in the risk countries² and returning to Thailand for less than or equal to 14 days before the date of the Shareholders' Meeting of the Company.
- 3) In order to lessen an infection risk, the Company shall not provide microphone to asking questions. In the case where shareholders or proxies attending the meeting would like to raise queries, the shareholders can submit the questions in advance e-mail address : companysecretary@planbmedia.co.th within 24 July 2020, or to a question box in front of the meeting room or to staffs of the Company in order to pass on the questions to the Chairman of the Board of Directors.
 - 4) The Company request a cooperation from the shareholders and proxies attending the meeting not to eat or drink in the meeting venue in order to reduce touch and virus infection risk.
 - 5) The Company will prepare stations for hand washing or alcohol-based sanitizing gel for all of the shareholders. The shareholders are requested to wash hands with soap or alcohol-based sanitizing gel before and after attending the meeting.
 - 6) Throughout the period of the Shareholders' Meeting of the Company, the Company would like to request the cooperation from the shareholders, for both of the shareholders who are asked to be isolated and the shareholders who pass the screening process, to comply with the recommendations as follows;
 - Please wear the face mask at all times;
 - Please wash hands frequently with water and soap or alcohol-based sanitizing gel;
 - Avoiding touching your facial area (eyes, nose, mouth) with unwashed hands;
 - Avoiding jointly using and touching/contacting objects with others;
 - People with symptoms of fever, cough, rhinorrhoea, sore throat, panting or shortness of breath are requested to leave the meeting room or contact the officers of the Company. The officers of the Company reserve the right to send the shareholders with such symptoms to be treated at home, accommodation or hospital, as the case may be.

The Company sincerely thanks all of the shareholders and wishes to receive your kind cooperation on this matter, for the sake of good healthcare of all of the shareholders.

¹ With reference to the Notification of the Ministry of Public Health Re: Names and Presenting Symptoms of Dangerous Communicable Disease (No. 3) B.E. 2563 (2020)

² Risk countries mean countries or territories which are risky to be infected with COVID-19, pursuant to the Notification of the Ministry of Public Health Re: Territories Outside the Kingdom of Thailand Defined As Disease Infected Zones of the Coronavirus Disease 2019 or COVID-19) Outbreak B.E. 2563 (2020) dated 3 March 2020 and the other relevant regulations which are in force before or on the meeting date.