



Guideline for the Shareholders for attending the 2021 Annual General Meeting of Shareholders  
in situation to the outbreak of the Coronavirus Disease (COVID-19).

1. About the hotel

The Company cooperates with the hotel to prepare for the alcohol gel in front of the meeting room and health-screening point is on the G floor of the hotel's entrance.

2. Before the meeting

2.1 All attendees must cooperate and follow the advice of the hotel staffs at the health-screening point. All attendees also check-in the Thai Chana or fill in the form before entering to the meeting venue. The queuing during a health-screening point and registration must keep a distancing of 1-1.5 meters.

2.2 In the case of the attendee shows symptoms of a fever or has a body temperature of 37.5 degrees Celsius and higher or who is in a high-risk condition with one of the following symptoms or history which is;

- Fever with respiratory symptoms like cough, shortness of breath and breathing difficulties.
- Being in close contact with a confirmed patient of COVID-19 infection.
- Travel to high-risk areas or places, according to the announcement of the Department of Disease Control Ministry of Public Health.

2.3 Attendees will be invited to a seat with appropriate social distancing, which will significantly reduce the number of seats available as a first come first served basis in the meeting venue to approximately 80 seats. When all the seats are occupied, there is no more attendees will be able to enter the meeting venue. Therefore, those attendees are required to grant a proxy by appoint the independent Director of Company to be their representative.

2.4 No souvenirs, food, and beverage at the meeting venue and Eating is not allowed. To minimize the risk of spreading the disease.

3. During Meeting

All attendees must follow these instructions; wear a facemask at all times, avoid touching a surface or sharing an object, and leave the meeting immediately when develop a fever, cough, runny nose, and sore throat or breathing difficulties.

4. After the meeting

The Company encourages all attendees to wash their hands with soap and/or alcohol gel sufficiently after the meeting.

5. Proxy and question in advance

5.1 In case, the shareholder cannot attend the meeting in person, the shareholders can appoint their proxy, which is an independent director of the Company. Please check an instruction with 2021 AGM invitation letter or download the proxy form at [https://www.pacificpipe.co.th/EN/investor.html#shareholder\\_information](https://www.pacificpipe.co.th/EN/investor.html#shareholder_information)

The company reserves the right to accept documents that only sent by post or hand. No accepting the document via email attachment.

5.2 In case, the shareholders who have inquiry about the company's financial performance, can submit the question in advance until April 16, 2021. The company also required the full name of shareholder for an inquiry. The address as follow.

To: Company Secretary

Pacific Pipe Public Company Limited

No. 1168/74 Fl. 26<sup>th</sup>, Lumpini Tower, Rama IV Rd., Tungmahamek, Satorn, Bangkok 10120

Or via Email : [ir.dep@pacificpipe.co.th](mailto:ir.dep@pacificpipe.co.th)