



**C.I. GROUP  
PUBLIC COMPANY LIMITED**

บริษัท ซี.ไอ. กรุ๊ป จำกัด (มหาชน)

สำนักงานใหญ่ (HQ)  
1/1 ม.7 ต.บางพลีใหญ่ อ.บางพลี  
อ.เมืองปทุมธานี จ.ปทุมธานี 12000  
1/1 M.7 Bangkoowad Road  
Bangkoowad, Amphoe Muang  
Pathumthani 12000 Thailand

สาขานันทอง  
789/75 ม.1 อ.พินทองดง อ.พินทอง  
อ.หนองปรือ อ.ศรีราชา จ.ชลบุรี 20230  
789/75 M.1 Pinthong Industrial Park  
Nongkham, Sriracha  
Chonburi 20230 Thailand

สาขาเทพารักษ์  
526/1-3 ม.3 ต.เทพารักษ์  
อ.เมืองสมุทรปราการ จ.สมุทรปราการ 10270  
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Website www.coilinter.com  
TAX ID #0107547000133

No. CIG 009/2020

March 20<sup>th</sup>, 2020

Subject : Protection measures for the Annual General Meeting of Shareholders for 2020 with regard to a potential epidemic of the new strain of coronary virus (COVID-19)

Dear : President,

The Stock Exchange of Thailand

Due to the C.I.Group Public Company Limited (the "Company") would set up an Annual General Meeting No.1/2020 on April 20<sup>th</sup>, 2020 at 13.30 hrs. at The Panorama 1 Room, 14<sup>th</sup> Floor, The Emerald Hotel 99/1 Rachadapisek Road, Dindaeng, Bangkok 10400, Thailand. Due to the spread of the COVID-19 virus in Thailand, the number of infected people continues to increase. The company is very concerned about the risk of infection at the shareholders' meeting. Therefore, we have drawn up the measures below.

1. In order to recude the risk of COVID-19 infection, the Company would like to ask all the shareholders to cooperate over the following matters.
  - 1.1 Shareholders who are in a high-risk situation e.g. having recently traveled to from any high-risk countries announced by Ministry of Public Health as of 8 March, 2020, such as China, Hong Kong, Macau, South Korea, Italy, Iran, Taiwan, Singapore, Japan, France, and Germany including other countries that will be additionally indicated, including shareholders who have had close contact with someone who has traveled to/from the high-risk countries, in less than 14 days before the date of the meeting, or has assessed to the service of places where the infected person is found such as entertainment venues, sports stadiums, boxing stadiums and etc. or are at risk of becoming infected, or having a fever, showing any respiratory symptoms or other symptoms suspected of being infected with COVID-19, are requested to follow the Department of Disease Control's suggestions by not attending the meeting and appointing the Company's Independent Director as their proxy to attend and vote on their behalf.
  - 1.2 To prevent and reduce the risk of the spread of the COVID-19 virus from the crowding of shareholders on the meeting day, which is still unpredictable and for your own hygiene, the company requests cooperation with shareholders to appoint an independent director to act as their proxy.

In this regard, shareholder as in items 1.1 and 1.2 can appoint the Company's Independent Director as their proxy to attend the meeting and vote on their behalf in accordance with the method shown in Attachment 8 of the notice of the meeting. By sending to:



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TAX ID #0107547000133

The Corporate Secretary

C.I.Group Public company Limited

1/1 Moo 7 Bangkoowad Rd., Bangkoowad, Muang Pathumthani 12000

1.3 In case, the shareholders wish to submit questions in advance related to the meeting agenda, the shareholders can submit through the following channels :

- 1.) to the Company together with a proxy as in item 1.1 and 1.2
- 2.) E-mail : [secretary@coilinter.com](mailto:secretary@coilinter.com)
- 3.) Fax : +66 598 2331

Shareholders could send questions 3 working days in advance from 15-17 April 2020 from 08.00 hrs. to 18.00 hrs.

2. In the case of personal attendance

In order to prevent and reduce the risk the spread of COVID-19, the Company would like to request for all shareholders' cooperation in the following matters.

2.1 Everyone attending the meeting must be screened before entering the meeting area. Anyone who fails to pass the screening test, i.e. shows symptoms of fever or has a body temperature of 37.5 degrees Celsius or higher, will be denied entry. The screening tests will be conducted all the following points:

- 1.) Two of the hotel's entrances on the first floor and lobby (from parking lot) floors
- 2.) At the entrance to the meeting room

However, all the shareholders, including any who are denied entry, can still vote by proxy by assigning an independent director to vote on their behalf.

2.2 The Company will introduce the following measures at the meeting:

- 1.) The registration desk will open early at 12.00 hrs.
- 2.) Attendees waiting in line at the screening point and registration desk must keep a distance of one meter from each other.
- 3.) The chairs in the meeting room will be spaced one meter apart.
- 4.) Every attendee must wear a facemask for the duration of his or her time in the meeting room.
- 5.) The Company will not serve tea and coffee, but bottles of water and fruit juice will be included in the complimentary snack boxes.

The Company would like to apologize for the inconvenience, especially if a high number of meeting attendees causes a delay in the proceedings, and trusts that all of the shareholders will strictly follow these measures



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Website [www.coilinter.com](http://www.coilinter.com)  
TAX ID #0107547000133

Please be informed accordingly.

Yours Sincerely,

C.I.Group Public Company Limited

(Mr.Aree Poomsanoh)

Chairman of the Executive