

Precautionary Measures to Prevent the Spread of Coronavirus Disease 2019 (COVID-19) in the Shareholders' Meeting

According to the situation of the spread of coronavirus disease 2019 (COVID-19) currently, the Company is still required to hold the Annual General Meeting of Shareholders of the Company (the "Meeting") in compliance with the relevant laws under such situation. This letter is in the light of the concerns about the healthcare of all of the shareholders and in accordance 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 and the Recommendations on Arrangement of the Annual General Meeting of Shareholders of the Listed Company under the situation of the spread of coronavirus disease 2019 (COVID-19).

The Company, therefore, informs all shareholders of the precautionary measures to prevent the spread of coronavirus disease 2019 (COVID-19) in the shareholders' meeting of the Company as follows:

The holding of the Meeting will be a mass gathering which poses risks for the spread of coronavirus disease (COVID-19). Therefore, in order to prevent the said spread, the Company requests the cooperation from the shareholders in considering the approach of granting proxy to an independent director to attend the Meeting 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.

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 comply with the preventive measure under the Announcement of the Bangkok Metropolitan Administration (BMA). Subject: Order of Temporary Closure of Premises (No. 20), dated 23 February 2021, which is effective from the date of announcement onwards, seats of the shareholders or proxies who will attend the meeting shall be arranged with the distance at least 1.5 meters far away from each other. The number of attendants shall not exceed 100 persons.

In the case where the number of seats for shareholders or proxies are full, the Company reserves the right to manage as appropriate in order to avoid a personnel congestion in the meeting venue and to be in accordance with the provisions of government agencies, including the precautionary measures prescribed by the government agencies.

In this regard, the shareholders or proxies arriving the meeting venue later shall not enter the meeting venue, however, the shareholders are still able to grant a proxy to the independent director to attend the meeting and cast the votes on the shareholder's behalf or submit questions.

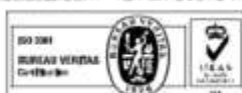


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UBIS (ASIA) PUBLIC CO., LTD.

- 2) The Company will provide the screening station and measure the body temperatures of all of the attendants before entering the meeting venue. In this regard, the Company requests the cooperation from the shareholders having the following symptoms that the Company reserves the right to isolate such shareholder to attend the Meeting in the area specifically designated for the shareholders exhibiting suspected symptoms. Any one of the following symptoms is deemed a suspected symptom¹
 - 2.1) Having a fever (with the body temperature above 37.5°C);
 - 2.2) Coughing, having a sore throat, panting or having respiratory symptoms;
 - 2.3) People travelling to/from or residing in the maximum and strict control zone² within 14 days prior to the date of the Meeting of the Company.
- 3) To lesson risk from the spread, in the case where the shareholders having questions or suggestions, the Company prepares pieces of paper and pens for the shareholders to write the questions and submit to the officers of the Company at the date of the Meeting
 - 3.1) Submitting in advance to
UBIS (ASIA) Public Company Limited
No. 807/1 6th Floor, Rama 3 Road, Bangpongpan, Yannawa Bangkok 10120
Tel: +66 (02) 683-0008 and/or
 - 3.2) Submitting in advance to e-mail address: company_secretary@ubiasia.com
 - 3.3) Submitting to the officers of the Company in order to further submit to the chairman of the Board of Directors
- 4) The company shall 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.
- 5) Throughout the period of the Meeting, 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;

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 Maximum and strict control zone means provinces or areas according to the provision issued under Section 9 of the Emergency Decree on Public Administration in Emergency Situations B.E. 2548 (2005) (No. 18), including any area or province specified by the Centre for the Administration of the Situation due to the Outbreak of the Communicable Disease Coronavirus 2019 (COVID-19) and the other relevant regulations which comes into force before or on the date of the Meeting.





- Please wear the face mask at all times;
- Remain a social distancing with the others at least 1 meter;
- 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, rhinorrhea, 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 arrange the shareholders with such symptoms to be treated at home, accommodation or hospital, as the case may be.

In case of the change to the situation of the spread of coronavirus disease 2019 (COVID-19) or relevant laws, the Company reserves the right to amend and adjust the Precautionary Measures to Prevent the Spread of Coronavirus Disease 2019 (COVID-19) in the Shareholders' Meeting of the Company to be in accordance with the situation of the spread of coronavirus disease 2019 (COVID-19) or relevant laws as of the date on which the Meeting is held.

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.