

Guidelines and facilitation measures for attending the General Meeting of Shareholders regarding the prevention of the Pandemic of the New Coronavirus 2019 (COVID-19)

According to the present circumstance, new coronavirus disease outbreaks (COVID-19) have been sprawling in Thailand and it is in risk to health, the Company kindly asks shareholders to remain informed with the following guidelines to prevent and mitigate the risk of spreading of new Coronavirus 2019 (COVID-19) for attending the General Meeting of Shareholders as follows:

1. Shareholders are encouraged to consider for granting proxy to any independent director as designated by the Company as per the conditions and procedures stated in Attachment 15, instead of attending the meeting in person. Please kindly return the signed proxy to Company Secretary Division at SC Asset Corporation Public Company Limited, No. 1010 Viphavadi Rangsit Road, Chatuchak Sub-District, Chatuchak District, Bangkok 10900.

2. Shareholders who are in a high-risk situation such as having recently returned from any high-risk countries as following:

- People's Republic of China (including Macau Special Administrative Region and Hong Kong Special Administrative Region)

- Republic of Korea

- Japan

- Taiwan

- Republic of Singapore

- Italian Republic

- Islamic Republic of Iran

- Federal Republic of Germany

- French Republic

- Other countries announced by the government and / or countries where COVID-19 has been prevalent.

and are under the observation within 14 days or having such respiratory symptoms such as fever, cough, runny nose and difficult breathing, etc, please see a doctor and avoid joining the meeting as well as granting proxy to Independent Director as designated by the Company as per the conditions and procedures stated in Attachment 15 to attend the Meeting instead of attending the meeting in person. Please kindly return the signed proxy to Company Secretary division at address state clause 1.

3. Shareholders, who desire to attend the meeting in person, you are asked to collaborate for surveillance and follow the measures pursuant to the notification prescribed by Ministry of Public Health.

Please be informed that Shinawatra Tower III establishes a thermal scanner at the entrance to screen every participant before entering the building. Those detected with a body temperature of over 37.5 °C will not be allowed to enter into the building and be barred from joining the meeting, however, the shareholders can appoint others or independent director as a proxy instead of attending in person.

Shinawatra Tower III has been maintained regular cleaning of the equipment, facilities and meeting areas, and no infected person has been found in meeting room area. The meeting room will be sterilized before

using in order to prevent the spreading the virus as measures prescribed by Department of Disease Control, Ministry of Public Health. In addition, the Company would like to seek your cooperation wear the face mask at all time while being in Shinawatra Tower III and during the shareholders meeting and comply with scanner procedure in order to prevent the spreading of virus.

4. To facilitate shareholders who cannot attend the meeting in person, live broadcasting of the Meeting is available at www.scasset.com for their acknowledgment of resolution.

Furthermore, shareholders, who might not attend the meeting in person, are allowed to submit additional inquiries in advance from today on until April 23, 2020 no later than at 12.00 hours. All inquiries submitted prior to the meeting can be sent to the Company via E-mail of the Company Secretary at somboon@scasset.com.

During the meeting, shareholders, who watch live broadcast at the Company's website, are allowed submit the inquiries via Video Conference that weblink will be provided. Any shareholders who wish to submit the inquiries during the meeting, please notify **Name – Surname** and **Number of Shares** together with question (s) for each agenda for verification. After verification, if it relates to agenda, such questions will be raised to answer and recorded in the minute as if shareholders attend in person.

The using program instruction of live broadcasting and submitting inquiries is available at www.scasset.com / "Investor Relations" / "Shareholder Information" / "Shareholder Meeting"