

**Guidelines for attending the 2021 annual general meeting of shareholders of the Company
under the coronary epidemic situation 2019 (COVID-19)**

According to the pandemic of COVID-19, the Company is concerned for the health and benefits of all Company's shareholders. Therefore, the Company would like to explain the guidelines for attending the meeting as follows :

1. Requesting co-operation from the shareholders to grant proxy to the directors instead of attending the meeting.

Shareholders who have a risk, shareholders with fever or symptoms related to the respiratory system or symptoms that may be suspected of being ill, request to **"not attend the meeting"**. The Company recommends shareholders to appoint an independent director of the Company as specified in the statement of the proxy procedure in the notice of the meeting by using the proxy form as delivered with the meeting invitation letter and send back to : Company Secretary BT Wealth Industries PLC., 593/3 Soi Ramkhamheang 39 Kwang Wangthonglang Khet Wangthonglang Bangkok 10310. Shareholders can send questions about the meeting agenda to the Company or send to Email: ir@btw.co.th if any.

2. In the case that the shareholders wish to attend the meeting

To comply with the recommendations of Regulators and the Guidelines for organizing meetings with the requirements of the Center for COVID-19 Situation Administration including recommendations or other guidelines that may be announced in the future. The Company would like to explain the guidelines for attending the AGM as follows

2.1 The Company set up the temperature measurement point for initial screening. Therefore, all shareholders are requested to co-operate in screening before registration.

- If the initial assessment finds that shareholders' temperatures equal to 37.5 degrees Celsius or higher, or if they are sick, the Company reserves the right. **"Not allow to attend the meeting"** and recommend shareholder to appoint an independent director of the company which the company will provide convenience in documents and duty stamp.

- The shareholders who pass the screening request to clearly stick the sticker prepared by the Company - register for the meeting - clean hands with alcohol gel - wear a mask before entering the meeting room.

2.2 The Company needs to arrange a meeting place to have a distance which makes the number of seats in the meeting room limited to around 50 seats. Shareholders who exceed this amount may therefore not be able to attend the meeting. The Company requests shareholders to appoint an independent director of the company to attend the meeting instead.

2.3 During Meeting: The participants who are admitted to the meeting must wear a mask at all times, avoid using / touching things with others and refrain from eating food in the meeting room. If you feel like fever or become sick, please leave the meeting room immediately

2.4 After Meeting: Avoid touching your eyes, nose and lips with unwashed hands. The Company encourages the participants to wash your hands after the meeting finished and before leaving the meeting place.

- Notes**
1. The Company prepares alcohol gel for cleaning hands at the specified point of service.
 2. The Company does not provide drinks and snacks to prevent transmission.
 3. Additional inquiries during meetings in the conference room, please write in the question paper and send it to the Company staff.
 4. Line up for screening, registration, and seating arrangements in the meeting room will spacing about 1 meter for 1 person.
-