

Ref. No. HARN 006/2020

30 March 2020

Subject: Notice of Change of location for the 2020 Annual General Meeting of Shareholders and Precautionary Measures for Holding the Meeting under the spread of the Corona virus Disease (COVID-19)

To: The President
The Stock Exchange of Thailand ("the SET")

Cc: Secretary-General of the Office of the Securities and Exchange Commission

As the Board of Directors of Harn Engineering Solutions Public Company Limited ("the Company") has passed a resolution setting the schedule for convening the 2020 Annual General Meeting of Shareholders on Friday, 24 April 2020 at 14.00 hrs., at Parichart Hall, 3rd Floor, Golden Tulip Sovereign Hotel, Bangkok, No. 92 Soi Saengcham, Rama 9 Road, Huaykwang District, Bangkok, as detailed in the Invitation to Attend the 2020 Annual General Meeting of Shareholders.

As the Parichart Hall, 3rd Floor, Golden Tulip Sovereign Hotel, Bangkok is closed in compliance with the Bangkok Metropolitan Administration's Announcement Ordering the Temporary Closure of Various Places (No. 4) date March 27, 2020. By the Company's Board of Directors at the meeting No. 2/2020 held on March 27, 2020 has passed a resolved [to change of the venue the 2020 Annual General Meeting of Shareholders on Friday, 24 April 2020 at 14.00 hrs. to be the main meeting room, 3rd Floor, Harn Engineering Solutions Public Company Limited, No. 19/7-8 Soi Soonvijai, Rama 9 Road, Bangpapi, Huaykwang, Bangkok 10310.](#) The time and agendas of the Meeting remain the same in all respects the same as informed in the invitation letter. In this regard, the Company will send a letter to the shareholders of the change of the venue of the AGM immediately.

Due to circumstance the spread of the Corona virus (COVID-19) in Thailand, which the continuously repaid increase of infections, the Company is deeply concerned for the safety and wellbeing of shareholders the risk of the infection. The Company kindly asks shareholders to be informed of the precautionary measures and cooperate with the following measures:

1. Shareholders are requested to grant a proxy to attend the Meeting instead of participating in persons.

- 1.1 Shareholders, who are of a high-risk profile such as having recently traveled to or from high-risk countries as announced by Ministry of Public Health as of March 8, 2020, are China, Hong Kong, Macau, South Korea, Italy, Iran, Taiwan, Singapore, Japan, France, Germany or other countries that will be additionally indicated, or who have had close contact with someone who has traveled to or from the high-risk countries as listed above less than 14 days before the date of the meeting or having a fever, showing any respiratory symptoms or any other symptoms suspected of being infected with COVID-19, requested to follow the Department of Disease Control's recommendations 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 due to crowding of shareholders on the meeting day, which is difficult to predict, **the Company requests the cooperation of shareholders. Where possible appoint an independent director to act as their proxy.**
- 1.3 In case shareholders wish to submit questions in advance they may do so via the Corporate Governance Department email: Email: varinkan.t@harn.co.th or Email: wasukan.b@harn.co.th

2. In case of Shareholders wish to attend the Meeting in persons.

- 2.1 **All attendees must be screening before entering the meeting area anyone at the entrance to the meeting room** if who fails to pass the screening test i.e. shows symptoms of fever or has a body temperature of 37.5 degrees Celsius up and/or have symptoms that may be suspected to be a COVID-19 virus, will be denied entering the meeting.

Therefore, in case the Shareholder be denied entering the meeting area, can appointing the Company's independent Director as their proxy to attend and vote on their behalf.

- 2.2 The Company has organized the meeting venue to reduce the risk of the spread of the virus due to crowding in area the meeting follow:
 1. Attendees waiting in line at the screening point and registration desk must keep a distance of at least one meter apart from each other.
 2. The chairs in the meeting room will be spaced one meter apart.
 3. Every attendee must wear a facemask for the duration of time in the meeting room.
 4. The Company will not serve tea and coffee but will arrange bottled water instead.

The Company would like to apologize for the inconvenience, especially if a high number of meeting attendees causes a delay in the screening and registration to attend the meeting.

Please be informed accordingly and trusts that all shareholders will respect and strictly follow these measures.

Sincerely yours,

(Mr. Wirat Sukchai)
Chief Executive Officer
Authorized to sign on behalf of the Company

Company Secretary
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