

Precautionary Measures and practices for the Extraordinary General Meeting of Shareholders No.1/2020

Under the circumstance of Coronavirus 2019 (COVID-19) outbreak

WHA Utilities and Power Public Company Limited is deeply concerned for the safety and well-being of all shareholders who will be participating in the meeting. Therefore, the Company strongly requests your cooperation to strictly follow the precautionary measures and guidelines for holding the Extraordinary General Meeting of Shareholders No.1/2020 under the circumstance of coronavirus 2019 (COVID-19) outbreak.

1. **The Company requests for cooperation from all shareholders to consider appointing the Company's independent director as proxy to attend and cast votes on their behalf.**

By sending the proxy form via

Corporate Secretary Office,
WHA Utilities and Power Public Company Limited
No. 9/241-242, UM Tower, 24th Floor, Ramkhamhaeng Road,
Suanluang, Bangkok 10250, Thailand

2. **Shareholders are welcome to submit relevant questions regarding the meeting prior to the meeting date, details as follows:**

2.1 Providing the following information:

- Full name
- Telephone number
- E-mail
- Number of shareholding
- Question on the agenda item

2.2 Sending questions through the following channels:

- E-mail address: corporate_secretary@wha-up.com
- Mailing address: shareholders can send the question together with the proxy form via
Corporate Secretary Office,
WHA Utilities and Power Public Company Limited
No. 9/241-242, UM Tower, 24th Floor, Ramkhamhaeng Road,
Suanluang, Bangkok 10250, Thailand
- Fax. Number: (66)2-717-2128, attention to the Corporate Secretary Office.

2.3 Period opened for submission of questions

Shareholders shall submit the questions from 19 November 2020 until 15 December 2020.

2.4 Channels for answering the questions

The company will consider answering questions, at the time of the Extraordinary General Meeting of Shareholders No.1/2020, for equal opportunities provided for other shareholders to acknowledge the information.

The company reserves the right to answer questions in case of questions and shareholders' information in item 2.1 is incomplete or unclear and beyond the deadline for accepting questions in 2.3

3. In the case that any shareholder or proxy-holder still wants to attend in person

The company would like to request attendees for cooperation to follow the company's measures as follows:

3.1 The company refrains from providing food and beverages, and absolutely ask for cooperation to refrain from eating in the meeting area in order to minimize the risk of spreading the disease.

3.2 Request for Shareholders' cooperation to inform your attention to the Company in advance

The Company will arrange the seat with appropriate social distancing at the minimum of 1.5 meter from each other, which will significantly reduce the number of seats available in the Meeting room venue. For the shareholders who wish to attend the meeting, the Company would like to request your kind cooperation to inform the Company in advance via email to corporate_secretary@wha-up.com from 19 November 2020 to 15 December 2020 in order to reserve seats in advance.

If the seats are all taken by the prior attendees, the un-reserved participants will be not allowed to enter the Meeting room, who attend the Meeting in person, are required to grant a proxy to the Company's Independent Directors to attend the Meeting instead of participating in persons.

3.3 Request for Shareholders' cooperation to strictly follow the precautionary measures and guidelines under the circumstance of coronavirus 2019 (COVID-19) outbreak as follows:

- The Company will have a screening point for checking every attendee's body temperature in front of the company entrance. In this regard, the Company would like to request for strict cooperation from all attendees to keep distance of at least 1 meter apart while queuing at the screening point, document checkpoint or registration point. If there is any suspect case, e.g. any persons returning from an at-risk country according to the Notification of the Ministry of Public Health Re: Territories outside the Kingdom of Thailand defined as Disease Infected Zones for Coronavirus Disease 2019 (COVID-19) B.E. 2563 (2020) dated 2 March 2020 or any other countries where the Company deems an at-risk country in less than 14 days, including

those who have had close contact with those who visited or returned from such countries in less than 14 days, or having fever (has a body temperature of more than 37.5 degrees Celsius) or showing any respiratory symptoms such as coughing, sneezing, runny nose, sore throat or breathing difficulties or showing any sign or indication of COVID-19 infection, the Company requests cooperation in not allowing those in the risk group to participate in the meeting. The company will arrange for you to appoint a proxy on your behalf.

- Participants will be invited to sit at an appropriate social distance. The Company will arrange the seat with appropriate social distancing at the minimum of 1.5 meter from each other. Therefore, each attendee is required to sit as specified for the benefits of the disease prevention or following up in case of any unforeseen circumstances. In the event that the seats are all taken by the prior attendees, the Company will request you to appoint a proxy on your behalf.
- The Company requests that every shareholder who passed through the screening point and would like to attend the Extraordinary General Meeting of Shareholders No.1/2020 to follow these recommendations:
 1. Wear a facemask throughout the duration of the meeting
 2. Wash your hands with soap or hand sanitizer
 3. Avoid touching your face (eyes, nose and lips) whenever possible
 4. Avoid touching or sharing personal items with others
 5. Please leave the Meeting if you develop a fever, cough, runny nose, sore throat or breathing difficulties
- To ensure a smooth meeting, if the shareholders have any questions, the company requests that you write the questions on paper and put them in the question box instead of asking questions through the microphone.
- Participants must truthfully fill out the survey form for screening Coronavirus 2019 (COVID-19). In the event that you conceal your health information or travel history, it is considered that you have committed an offense under the Communicable Disease Act B.E. 2558 (2015). Participants must be aware and allow the company to exercise any rights in accordance with the law and relevant government measures. In the event that any attendees do not cooperate in strict compliance with the aforementioned measures, the Company reserves the right to attend the meeting of said person and ask the shareholders to consider appoint a proxy on their behalf.
- If there are any changes in the situation or additional EGM-related measures from the Government Official, the Company will inform Shareholders via the Company's website www.wha-up.com