

บริษัท เอเชียัน อินซูเลเตอร์ จำกัด (มหาชน)

**Asian Insulators Public Company Limited.**

No. AI 348/2563

May18, 2020

Subject : Publication of The Annual General Meeting of Shareholders No. 1/2563

Attention : The President of Stock Exchange of Thailand

Attachment 1. Precautionary Measures and Guidelines for Holding the Annual General Meeting of Shareholders under the Circumstance of Coronavirus 2019 (COVID-19) Outbreak  
2. COVID-19 Infection Risk Screening Form

The Board of Director of the Asian Insulators Public Company Limited has resolved the Annual General Meeting of Shareholders No. 1/2563 on 18 July 2020 at 13:00 hrs. at Asian Insulators Public Company Limited , 5st Floor, Serithai Rd, Kannayao, Bangkok Thailand.

The Company would like to inform you that the Invitation of the Annual General Meeting of Shareholders No. 1/2563 with all relevant documents has been posted on the company's website at [www.asianinsulators.com](http://www.asianinsulators.com) on June18, 2020 for consideration.

Please be informed accordingly.

Yours faithfully,

Asian Insulators Public Company Limited.



Thanit Thareratanavibool

Chief Executive Officer

Mattika Chansuwan

Tel. 02-5171451 Ext.101



Measures and guidelines for the general meeting of shareholders Under the circumstances  
The spread of the COVID-19 virus

Due to the outbreak of the COVID-19 virus, the company has established measures and guidelines for The Annual General Meeting of Shareholders Year 2020, taking into account the promotion of good corporate governance in terms of rights and equitable treatment of shareholders as follows:

1. The company will publish the invitation letter for the 2020 Annual General Meeting of Shareholders together with relevant documents in advance on the website.

The company's [www.asianinsulators.com](http://www.asianinsulators.com) And to send the meeting notice and proxy form B to shareholders for acknowledgment In advance as scheduled

2. Ask the shareholders to appoint an independent director as their proxy. Instead of attending the meeting in person

2.1 Shareholders are able to appoint an independent director to attend the meeting and vote on their behalf in the proxy that the company will send to the shareholders. Or via the company's website In this regard, shareholders are advised to vote in each agenda in advance by sending a proxy letter and evidence in a postal envelope, which the Company will send to the shareholders without Must stamp the company secretary, Asian Insulators Public Company Limited, No. 254, Serithai Road, Khanayaow Sub-district, Khanayaow District, Bangkok 10230

2.2 Notifying channels for sending questions in advance In which shareholders are able to send written questions related to the agenda The meeting can be conducted in advance. Questions and answers will be recorded in the minutes of the meeting with the following options:

- Sending with the proxy, by filling the postal receipt (No need to stamp) which was sent together Meeting Notification Form That will be delivered to shareholders

- Email: [ir@asianinsulators.com](mailto:ir@asianinsulators.com)

3. The company will arrange cleaning and sanitizing within the meeting room 1 day before the meeting.

4. The company has prepared a meeting to reduce congestion of attendees in the meeting area. By spacing 1-2 meters in person at various points which are screening points, checkpoints, documents, registration points, as well as limit the number of lift users in each round. And the seating in the meeting room which is limited, able to accommodate shareholders And / or proxies ("attendees") approximately 50 seats and will specify the seat number for registered participants. Please request the cooperation of the attendees sitting at the said number. For the benefit of preventing or following up on any event that occurs when the seat is full, the company



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## Asian Insulators Public Company Limited.

5. Please cooperate the shareholders who attend the meeting in person to give proxy to the independent directors of the company. Instead of attending the meeting

5.1 The attendees must make a self-screening form according to the attachment for 2 days before entering the meeting area. If the attendees, including those close by, are traveling Or pass in an area or place at risk of infection with Covid-19, as announced by the Ministry of Health. Or have illnesses such as coughing, fever, sneezing or runny nose, will not allow to attend the meeting. And asked for cooperation from the attendees to follow the company's recommendations. At the staff screening point Strictly Failure to comply will not allow entry into the meeting space. But can authorize an independent director In the event that you conceal your health information or travel history May be considered an offense According to the Communicable Disease Act 2015

5.2 The attendees must check the body temperature through the detector by the company specifying a point to screen the attendees before entering the event area. If the body temperature is 37.5 degrees Celsius or more Will not allow to attend the meeting And the screened attendees must put on stickers and wear their own personal masks throughout the meeting. Clean hands with alcohol, gel prepared at various points.

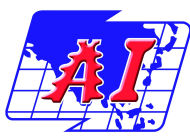
5.3 The company reserves the right to not enter the meeting area. For participants not screened or not screened for the Covid-19 virus

5.4 In order to reduce the risk of spreading, the Company does not provide a microphone for inquiries. Participants wishing to ask at the meeting send questions to the company staff. To forward questions to the chairman

6. The company suspends any food and beverage service in the work area to prevent the risk of spreading

7. If the situation continues to change Or there are additional requirements from government agencies regarding the holding of a shareholders' meeting, the company will inform you on the company's website ([www.asianinsulators.com](http://www.asianinsulators.com))

However, there may be delays in screening and registration. The Company apologizes for the inconvenience for this opportunity.



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## Asian Insulators Public Company Limited.

Attachment 2

แบบคัดกรองโรคไวรัสโคโรนา19 (COVID-19)

ก่อนเข้าร่วมประชุมสามัญผู้ถือหุ้น ประจำปี 2563 ของบริษัท เอเชีย นินซูเลเตอร์ จำกัด (มหาชน)

COVID-19 Screening Form

Before attending Asian Insulators Public Company Limited 's 2020 Annual General Meeting of Shareholders

ขอความร่วมมือท่านให้ข้อมูลที่ต้องเป็นความจริง เพื่อประโยชน์ในการป้องกันการแพร่ระบาดของเชื้อโรคไวรัส COVID-19

We need you to help in providing the most accurate and truthful medical statements for effective prevention of spreading of the disease.

ชื่อ-สกุล (Name-Surname)

หมายเลขโทรศัพท์ (Mobile Phone Number)

.....

1. ท่านมีไข้  $\geq 37.5^{\circ}\text{C}$  หรือไม่? Do you have a fever? ( $\geq 37.5^{\circ}\text{C}$ )  ใช่ (Yes)  ไม่ใช่ (No)
2. ท่านมีอาการดังต่อไปนี้หรือไม่? Do you have any of these symptoms?
- |                                |                          |           |                          |             |
|--------------------------------|--------------------------|-----------|--------------------------|-------------|
| ไอ Cough                       | <input type="checkbox"/> | ใช่ (Yes) | <input type="checkbox"/> | ไม่ใช่ (No) |
| เจ็บคอ Sore throats            | <input type="checkbox"/> | ใช่ (Yes) | <input type="checkbox"/> | ไม่ใช่ (No) |
| น้ำมูกไหล Runny nose           | <input type="checkbox"/> | ใช่ (Yes) | <input type="checkbox"/> | ไม่ใช่ (No) |
| เหนื่อยหอบ Shortness of breath | <input type="checkbox"/> | ใช่ (Yes) | <input type="checkbox"/> | ไม่ใช่ (No) |

3. ท่านมีประวัติการเดินทางมาจากต่างประเทศ หรือมาจากพื้นที่ที่มีการระบาดของโรคติดเชื้อไวรัส COVID-19 ใน 14 วันที่ผ่านมาหรือไม่?

Have you traveled/ transited from any countries except Thailand or areas with COVID-19 outbreak within the past 14 days?

ใช่ (Yes)                      มาจากประเทศ / พื้นที่ ( I have traveled to ) :

ไม่ใช่ (No)

4. ท่านมีประวัติสัมผัสหรือใกล้ชิดผู้ป่วยที่ต้องสงสัยโรคติดเชื้อไวรัส COVID-19 หรือไม่?

Have you been in physical contact with suspected COVID-19 patients?

ใช่ (Yes)

ไม่ใช่ (No)

**หมายเหตุ :** หากพบว่าท่านมีไข้  $37.5^{\circ}\text{C}$  หรือมีอาการอย่างใดอย่างหนึ่งตามที่บริษัทฯ ระบุไว้ข้างต้น หรือมีประวัติเดินทางมาจากต่างประเทศ พื้นที่ที่มีการระบาดของ COVID-19 หรือมีประวัติสัมผัสใกล้ชิดกับผู้ป่วยที่ต้องสงสัยการติดเชื้อ COVID-19 บริษัทฯ ขอให้ท่านมอบฉันทะแก่กรรมการอิสระของบริษัทฯ ด้วยการกรอกและส่งหนังสือมอบฉันทะแบบ ข. ให้แก่เจ้าหน้าที่บริษัทฯ แทนการเข้าประชุม และเดินทางกลับ พร้อมปฏิบัติตามคำแนะนำของการควบคุมโรคกระทรวงสาธารณสุข

If you have a fever ( $\geq 37.5^{\circ}\text{C}$ ) ;or any symptoms which indicates above; or traveled/transited from any countries except Thailand or the COVID-19 outbreak areas within the past 14 days; or have been in contact with suspected COVID-19 patients, GC would like to kindly ask for your cooperation in giving proxy to an independent director to attend the meeting on your behalf, by filling the Proxy Form B and submit to GC staff. Then you may then return safely to your resident and follow the guideline of the Department of disease control, Ministry of Public Health, Thailand.

ลงชื่อ (Sign).....

วันที่ (Date).....