

**Measures and Guidelines for the 2022 Annual General Meeting of Shareholders  
Under the Pandemic Situation of Coronavirus Disease 2019**

The Company is deeply concerned for the health and safety of all meeting participants from the risk associated with the transmission of the Coronavirus Disease 2019 (“COVID-19”). Therefore, the Company has determined the measures and guidelines for the 2022 Annual General Meeting of Shareholders as follows:

1. Shareholders may **appoint an independent director as proxy to attend the meeting on their behalf** in order to reduce overcrowding at the meeting area, using the following proxy forms provided by the Company:
  - General shareholders: please use Proxy Form B (as enclosed);
  - Foreign shareholders who have appointed a custodian in Thailand: please use Proxy Form C (can be downloaded from the Company’s website).

Shareholders may submit the proxy form and the registration documents as per the details set out in the Invitation to the 2022 Annual General Meeting of Shareholders to the Company **within Thursday July 21, 2022** using the reply envelope provided by the Company (no postal stamp required), OR via registered mail to the Company Secretary Office at the following address:

BTS Group Holdings Public Company Limited  
Company Secretary Office  
TST Tower, 15<sup>th</sup> Floor, No. 21 Soi Choei Phuang, Viphavadi-Rangsit Road  
Chomphon, Chatuchak, Bangkok, Thailand 10900

2. Shareholders are encouraged to **submit questions that are relevant to the meeting agenda in advance** together with the name, address, telephone number, and email address (if any), to the Company Secretary Office via email at [CompanySecretary@btsgroup.co.th](mailto:CompanySecretary@btsgroup.co.th), or at the address above.
3. Shareholders who are unable to attend the meeting in person may watch the meeting via live streaming on the Company’s website at <http://www.btsgroup.co.th/en>. **This channel is for viewing only. Shareholders cannot vote or submit any inquiry through this channel.** Shareholders can enter their shareholder registration number (10 digits) provided on the Notice of Meeting Form (Registration Form with QR Code as enclosed) to register for the live streaming. The broadcast will be viewable at 1.30 p.m. onwards.
4. **In the event that shareholders wish to attend the meeting in person**, the Company kindly ask for cooperation to strictly comply with the following precautionary measures against COVID-19 pandemic:
  - 4.1 **Before attending the meeting**, shareholders should observe their own symptoms and evaluate the risk. If there is any sign of respiratory symptoms (cough, sore throat, nasal congestion, shortness of breath or difficulty in breathing), please avoid attending the meeting;
  - 4.2 **Wear a face mask at all time** while present at the meeting area, clean hands frequently with alcohol-based sanitizing gel, and practice physical distancing of at least 1 meters from others;
  - 4.3 The Company will allow only shareholders and/or proxies to enter the meeting area. **Other persons accompanying the shareholders and/or proxies will not be allowed to enter the meeting area;**
  - 4.4 **All participants have to show proof of vaccination of at least 2 doses** (by showing vaccination certificate or proof in MOH PROMPT application) or **show negative rapid antigen test (ATK) result not older than 2 days** to the Company’s officer at the screening checkpoint;

- 4.5 **Complete the COVID-19 Screening Form** (as enclosed) truthfully and correctly for submission to the Company's officers at the screening checkpoint and take a body temperature.

If a shareholder or proxy has a body temperature of 37.5°C or higher, shows sign of respiratory symptoms (cough, sore throat, nasal congestion, shortness of breath or difficulty in breathing) or any other indications, or has a risk of COVID-19 infection, the Company reserves the rights to not allow such person to enter into the meeting area. Medical staff at the screening checkpoint will provide recommendations as appropriate;

- 4.6 **The Company will arrange seats to be positioned at least 1 meter apart** which will limit the number of seats in the meeting room to accommodate participants to approximately 250 seats only.

In the event that the seats are fully occupied, the Company reserves the rights to not allow additional shareholders or proxies to enter the meeting room. No seats will be added and no standing in the meeting room. In that case, the Company kindly ask for shareholders and proxies to cast their votes and hand in the voting cards to the Company's officers to record such votes; and

- 4.7 **Submit questions in writing** to the Company's officers in order to prevent and minimize the risk of spreading of the disease through the use of microphones.

5. The meeting will be conducted concisely to limit exposure from staying among a large group of people for a long period.

Shareholders and proxies may experience inconveniences due to the limitation on the number of participants, possible delays from the screening and registration processes, as well as other arrangements necessary for preventing and minimizing the risk of transmission of COVID-19. The Company kindly asks that shareholders and proxies spare the time for the screening and registration processes and hereby apologizes for any inconveniences.

Should there be any change in the pandemic situation of COVID-19 as well as additional announcements and policies regarding the disease control measures set out by the government authorities, the Company may adjust the Measures and Guidelines for the 2022 Annual General Meeting of Shareholders in order to correspond with the pandemic situation and the announcements and policies of the government authorities at the time, which will be further notified via the Stock Exchange of Thailand's website and the Company's website.