



No. IR2020.00185

8 April 2020

Subject : Notify the board resolution to venue of the 2020 Annual General Meeting of Shareholders

To : The Director and Manager
The Stock Exchange of Thailand

Due to the spreading of the Coronavirus Disease 2019 (Covid-19), which is rapidly spread in Thailand, the government authorities have issued guidelines and measures to deal with the Covid-19 situation as strictly and limitation respectively. Sena Development Public Company Limited (“The Company”) has closely monitored to situation. However, such spreading situation is continuously unpredictable. As the Bangkok Administration’s Announcement ordering the temporarily close of various places (No. 4) effective on March 28, 2020, with article 32 : the place providing services on meeting room, catering room, catering venue and those similar places shall be temporarily closed. The Chao Phya Ballroom, 2 Floor, Chaophya Park Hotel, No. 247, Ratchadaphisek Road, Dindaeng Sub-district, Dindaeng District, Bangkok, could not be arranged for our meeting. To protect the right of shareholders in relevant to the shareholders meeting, the Board of Director as No. 2/2020, held on 8 April 2020, shall endorse to amend the venue of the 2020 Annual General Meeting of Shareholders as follow:

From : Chao Phya Ballroom, 2 Floor, Chaophya Park Hotel, No. 247, Ratchadaphisek Road, Dindaeng Sub-district, Dindaeng District, Bangkok 10400.

To be : SENA Development Public Company Limited, Thanyalakpark Building, 1 Floor, No. 448, Ratchadapisek Road, Dindaeng District, Bangkok 10310

The time and agendas of the meeting remain the same in all respects, as distributed invitation already.

In order to properly arrange the 2020 Annual General Meeting of Shareholders the Board of Director as resolved to approve and authorized the Chief Executive Officer to consider and amend the details of the 2020 Annual General Meeting of Shareholders as appropriate which may cause situations that require changes in the 2020 Annual General Meeting of Shareholders, such as changing the date, time, and venue of the meeting. Including considering canceling the meeting date , agenda of the 2020 Annual General Meeting of Shareholders and the cancellation of the previous record date or other actions in accordance with the conditions significantly based on the best interest of Shareholders and complied with the law, announcement, guideline, and other procedures as may be amended thereto in the future and notify the Board of Director.

The Company is deeply concerned for the safety and wellbeing of shareholders and attendee of the meeting. To protect and minimize the risk of infection, the Company strictly arrange the guidelines and measures under the guideline of the Department of Disease Control re : prevention of Covid – 19 in relation to

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convention, seminars activities as the guidelines and measures to prevent Coronavirus 2019 (Covid-19) infection and epidemic outbreak as follow:

1. Shareholders are requested to grant a proxy to the Company's Independent Directors to attend the meeting instead of participating in persons.

(1) The company reserves the right to not allow shareholders who are in the risk group, such as those returning from risky countries. (According to the announcement of the Ministry of Public Health) or areas with ongoing outbreaks or close contact with people who have a history of traveling from that area and the period of 14 days has not elapsed after the return journey or those with symptoms that may be suspected of getting COVID-19, such as respiratory symptoms, fever (with temperatures from 37.5 degrees Celsius or higher) etc. attending the meeting. The company requests cooperation from the shareholders of the company, especially those in the risk group, should appoint a proxy to another person or an independent director of the company to attend the meeting and vote instead. As according to the procedures specified in this meeting invitation letter.

(2) To prevent and reduce the risk of epidemic of COVID-19 from crowding of shareholders on the meeting day, which the number of attendees is unpredictable and for your own hygiene, together the meeting location of the company limited space and The seat must be spaced according to the instructions of Ministry of Public Health. The Company hereby requests cooperation from shareholders who even not in a high-risk category to appoint an Independent Director to act as your proxy as according to the procedures specified in this meeting invitation letter.

(3) The shareholders may submit questions in accordance with the meeting's agenda in advance until April 17, 2020 through the Investor Relations Department at the company's address as follows;

Investor Relations : SENA Development Public Company Limited

448 Thanyalakpark Building Ratchadapisek Road, Dindaeng District, Bangkok 10310

Telephone: 02-541-4642 ext. 10407 Telefax: 02-938-9873 Email: ir@sena.co.th

2. For those shareholders who will attend the AGM.

In order to prevent and reduce the risk of epidemic of COVID-19, the Company has prepared several measures which could spending more process time than normal before registration on the AGM day. The Company would like to inform and request for all shareholders' to cooperate the following measures.

(1) Screening of the participant(s) by taking the temperature and observing by our staffs to indicating the participant(s) that is(are) in fever and/or respiratory symptoms before the meeting. Anyone who fail to pass the screening may deny to entry the area, i.e. shareholders has symptoms or having a fever or having a body temperature above 37.5 degrees Celsius of higher and/or has any respiratory symptoms or has recently traveled

from the high-risk countries of epidemic of COVID-19 under announcement of the Ministry of Public Health less than 14 days before the date of AGM. The Company would like to reserve not to allow shareholders with the risks attend the meeting.

The shareholders who are denied the entry to the AGM able to use proxy voting by assigning and Independent Director to vote on their behalf. The registration staff will facilitate the documents and stamp duty for your convenience.

(2) Measures upon venue arrangement and registration to reduce risk from crowding as follow:

1. The company has organized the meeting venue to avoid crowded meeting area with appropriate Social distancing of at least (1-2 meters) in the areas such as the temperature-screening point, document screening point and registration counter includes seats in the meeting area, which would be available approximately 25 seats. However, after the registration, each attendee will be assigned a seat number and will not allow to change the seats number for disease prevention or in case of tracking follow up the attendees are needed due to any unforeseen circumstance. Once the seats are fully occupied, shareholders will be asked for your cooperation to grant proxy instead. The registration staff will facilitate the documents and stamp duty for your convenience.
2. The Company requests to cooperation in fever screening and fill in to queries before entering the meeting room.
3. The Company will provide a handwashing point or alcohol gel adequately in the meeting place. Especially in areas with a lot of common uses such as meeting rooms, registration points, food and beverage service points, etc.
4. The Company will emphasize the venue's staffs to clean equipment and a lot of common uses areas with cleanser and/or 70%-alcohol regularly.
5. The Company will arrange the venue, meeting room, food and beverage service points to be spacious enough for avoiding of crowded.

In case of many shareholders, there might be a delay during screening point and register point for a meeting. The Company would like to apologize for any inconvenience that may cause you.

To ensure the safety and preventing the epidemic of COVID-19 for participant of shareholders' general meeting. Please strictly following the suggestion below:

- In case that the participant has symptoms of COVID-19 disease or any symptoms stated in 1. above, please refrain attending the meeting.
- If the participant notices any other participants having fever, coughing, sneezing or abnormal nasal discharge, please advise those participants to contact our staffs at registration point immediately.



- Participant should prepare your hygienic mask and wearing for all the time of the meeting for the safety of your own and all of participants.
- Participant should wash your hands with alcohol gel sufficiently and appropriately.

This is to ensure that the meeting will be conducted concisely and in accordance to agendas let legally. The meeting received advance question from shareholders or proxies through the methods specified above or given to company officers at the meeting by Board of Directors will arrange answer and disclose on company's website, together with the minutes of this Annual General Meeting 2020 within 14 days counting from meeting date.

Finally, The Company would like to apologize to the shareholders for the amendment of venue suddenly due to the previously mentioned reason. However, under the unpredictable situation, in the event that the government authorities will issue more additional guidelines and measures to deal with the Covid-19 situation and the limitations for the Company to hold the 2020 2020 Annual General Meeting of Shareholders at the date and venue above mentioned, the Company will notify the shareholders disclosed on SET Link and the Company website : www.sena.co.th .

Please be informed accordingly.

Yours sincerely,

Sena Development Public Company Limited

(Mrs.Weraporn Chaisiriyasawat)

Deputy Chief Executive Officer and Secretary of the Company

The Office of Director,
Tel 02-541-4642 Ext. 10407

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