



No. IR2020.00164

23 March 2020

Subject : Publication of Notice of 2020 Annual General Meeting on the Company's website

To : The Director and Manager
The Stock Exchange of Thailand

Attachments: Guidelines to protect against contracting and spreading of novel coronavirus 2019 (COVID-19)
at the 2020 common shareholder meeting

Whereas the Board of Directors of Sena Development Public Company Limited ("The Company") has resolved to convene the 2020 Annual Ordinary Meeting of Shareholders on Friday, 24 April 2020 at 10.00 a.m at Chao Phya Ballroom, 2 Floor, Chaophya Park Hotel, No. 247, Ratchadaphisek Road, Dindaeng Sub-district, Dindaeng District, Bangkok 10400.

To facilitate shareholder to access the information of the 2020 Annual General Meeting of Shareholders, the Company would like to inform that the complete agenda and relevant documents for the 2020 Annual General Meeting of Shareholders are available on the Company's website www.sena.co.th from 23 March 2020 onwards. Thus, the notice and all related supporting documents will be sent via registered mail to the shareholders whose names appeared in the Record Date on March 26, 2020.

Shareholders can submit agenda-related questions in advance until April 17, 2020 through the following channels:

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

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 02-541-5014-22 Ext. 10407

SENA Development Public Company Limited

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**Guidelines to protect against contracting and spreading of novel coronavirus 2019
(COVID-19) at the 2020 common shareholder meeting**

Due to the spreading of novel coronavirus 2019 (COVID-19), the company is concerned about this situation and would like to inform about the guidelines for attending the common shareholder meeting as follows.

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. The company will establish a screening and temperature measurement point for all attendees in front of the meeting room. In the event that there is a risk, the company reserves the right to not allow the risky shareholders or proxies to enter the meeting room. In this regard, the shareholders attending the meeting in person can exercise their voting rights. By granting a proxy to another person or an independent director of the company Can attend the meeting and vote on behalf. The registration staff will facilitate the documents and duty stamps. Shareholders can send questions about the meeting agenda as usual.
3. People who pass the screening point and wish to attend the shareholders' meeting, the company will have a clear symbol sticker on your shirt before attending the meeting. The company requests cooperation in conducting as follows;
 - Wear a facemask at all times;
 - Wash your hands often with soap or hand sanitizer;
 - Avoid touching your eyes, nose and lips with unwashed hands;
 - Avoid sharing items with other people;
 - Leave the meeting immediately if you develop a fever, cough, runny nose, sore throat or breathing difficulties
4. The company will prepare alcohol gel in front of the hand to serve you at various points in the meeting area adequately.
5. The Company will emphasize the venue staff to clean equipment and a lot of common uses areas with liquid detergent, cleanser and /or 70% alcohol regular basis.

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The company will comply with the recommendations of the Department of Disease Control. The Ministry of Public Health on Coronary Virus Prevention and Control 2019 (COVID-19) for organizing meetings, seminars or other similar activities, strictly dated February 11, 2020.

The company reserves the right to continue to announce appropriate measures to be in accordance with the situation.

The company would like to profusely thank our shareholders and seek their kind cooperation to strictly abide by the foregoing guidelines and hope to receive your full cooperation in this matter.

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