

Hygiene protocols in regard to the Coronavirus Disease 2019 (COVID-19) outbreak

As this Annual General Meeting of Shareholders will be held during the outbreak of the Coronavirus Disease 2019 (COVID-19), the Company is, therefore, introducing screening and preventive measures against COVID-19, which all shareholders and proxies attending the meeting are requested to strictly follow. While the Company seeks to keep its meeting short and concise to diminish the length of time that a large number of people gather in one place, these protocols involve additional processes and steps that may delay your meeting attendance or cause inconveniences. In addition, the venue may not be able to accommodate a large number of people as the arrangements will be made to enforce social distancing between individuals at all times as determined by the government agencies.

The Company would like to request for your cooperation as follows:

1. You are requested to appoint independent directors as your proxies without attending the meeting in person. To do so, please complete the Proxy Form (Form B) and give all vote instructions, and submit it along with accompanying documents for proxy appointment in the envelope enclosed with the Notice (no stamp needed) to the Corporate Secretary Office, SCG Packaging Public Company Limited, 1 Siam Cement Road, Bangsue, Bangkok by Monday, March 29, 2021.
2. You are requested to submit questions in advance to the Annual General Meeting of Shareholders, using the Form for submission of questions in advance provided herewith as Attachment 11, without attending the meeting in person.
3. You are requested to indicate your wish to attend the meeting in advance, using the form provided herewith as Attachment 10, and submit the form to the Company.
4. The Form for submission of questions in advance and/or the Attendance Request Form can be submitted via e-mail at scgp_corporatesecretary@scg.com or via fax at 02-586-3007 or by placing the completed form(s) in the envelope enclosed with the Notice (no stamp needed) to the Corporate Secretary Office, SCG Packaging Public Company Limited, 1 Siam Cement Road, Bangsue, Bangkok by Tuesday, March 23, 2021.
5. Given the limitation of the venue, accompanying persons of shareholders will not be allowed inside the meeting hall or the additional seating area.
6. To ensure hygiene for all, you are requested to refrain from eating food in the meeting hall. Drinking water will be provided in the meeting hall, and snacks will be provided to shareholders as they are leaving only.

Pre-meeting protocol

1. Screening

- 1) The screening point will be located in a well-ventilated, open-air space with no air conditioning and separated from the meeting room.
- 2) Shareholders and proxies must wear face masks at all times.
- 3) All meeting participants must undergo thermal screening before entering the meeting area.
- 4) All meeting participants must fill out the COVID-19 screening form and are required to provide accurate information for the purpose of screening and tracing back of infected persons with COVID-19 after the meeting, and use Thai Chana and/or Mor Chana application as recommended by the government for the benefit of screening and background checks of those in the meeting area.
- 5) The Company reserves the right to deny entry to individuals in any of the following categories as diagnosed by the on-site medical professionals provided by the Company:
 - 5.1) Any individual with a body temperature of 37.5 degrees Celsius and over
 - 5.2) Any individual showing symptoms of fever, cough, sore throat, runny nose, loss of sense of smell or taste, shortness of breath, or pneumonia
 - 5.3) Any individual who has been in contact with a confirmed COVID-19 patient, worked in a quarantine facility or medical personnel who examines patient under investigation of having COVID-19, traveled to or resided in Maximum Control Areas: Samut Sakhon Province in the period of 14 days prior to the meeting or been to a public space or place where people are gathered, which have been confirmed cases of COVID-19 in the past 1 month.

Any shareholders or proxies who are denied entry may submit their questions to the staff, which will be included in the summary attached to the minutes of the Annual General Meeting of Shareholders. Shareholders may also authorize independent directors to be their proxies by filling out Proxy Form B and giving clear vote instructions.

Protocol for attending the meeting in the meeting hall and the additional seating area

To maintain hygiene and ensure the safety of all meeting participants, the Company would like to request for the cooperation of any shareholders and proxies wishing to attend the 2021 Annual General Meeting of Shareholders who have passed the screening in observing the protocol below.

1. The seating in meeting hall has been arranged to maintain distance between each attendee as specified by the government and as deemed appropriate for the location. The Company will arrange the live stream of the meeting. Once each meeting hall is filled, no more chairs will be added and no shareholders and proxies will be allowed inside the meeting hall.
2. All attendees must sit only in their designated zone and must not move to another zone throughout the duration of the meeting.
3. All attendees must keep a face mask on at all times (except when drinking water only).

4. All attendees are requested to avoid touching their face (eyes, nose, and mouth) with unwashed hands.
5. All attendees are requested to avoid sharing personal items with others.
6. All attendees must not eat any food or snacks throughout the entire duration of the meeting while in the meeting venue and the meeting hall.
7. Any attendees with any symptoms of fever, cough, runny nose, sore throat, or shortness of breath are requested to leave the meeting venue.

Protocol for question submission to keep the meeting concise (Not exceeding 1 hour 30 minutes)

1. Any shareholders and proxies who have questions are requested to write down their questions on the slips that will be provided in the meeting hall and submit them to the staff. Only questions related to the agenda items where voting is involved will be addressed in the meeting hall.
2. A summary of questions and answers, both those submitted in advance and during the meeting, will be attached to the minutes of the Annual General Meeting of Shareholders, which will be disclosed on the SET Portal and published on the Company's website within 14 days of the date of the Annual General Meeting of Shareholders.
3. To ensure hygiene for all, microphones will not be provided for shareholders and proxies during Q&A sessions.
4. While the votes are being counted, which may take longer than usual as they must be collected from both the meeting hall and the additional seating area, the Chairman of the meeting will proceed to the subsequent agenda items. However, the vote results on all agenda items will be announced before the meeting ends.

Other relevant information

The Company will provide a designated zone as well as equipment as an additional measure for disease control and prevention, as per the recommendations disclosed on the Announcement of the Bangkok Metropolitan Administration (BMA) on Order of Temporary Closure of Premises (No. 18) dated January 30, 2021 as follows:

- Physicians and nurses will be stationed on site to provide first aid and consultation to the meeting attendees as well as give diagnosis and quarantine those suspected of being infected.
- Hand gel and sanitizers will be sufficiently provided across the venue, especially in areas of common use, such as toilets.
- High-touch equipment and surfaces will be regularly sanitized.
- PR materials on recommended practices for the prevention of COVID-19 transmission will be prepared.

