

At TMI008/2020

April 20, 2020

Subject: Notification the change of venue of the Annual General Meeting of Shareholders for the year 2020

Attention: President
Stock Exchange of Thailand

According to the resolutions in meeting of the Board of Directors No.-2/2020 of Teera-Mongkol Industry Public Company Limited ("TMI") on February 19, 2020, the board of directors agreed to hold the Annual General Meeting of Shareholders for the year 2020 ("AGM 2020") on April 24, 2020 at 10.00 a.m. at Central Place Hotel: 1242/488 Ekkachai Rd., Mahachai, Muang, Samutsakhon.

Due to the ongoing outbreak situation of the 2019 Coronavirus ("COVID-19"), a dangerous communicable disease pursuant to the Communicable Disease Act, B.E. 2558 (2015), together with the government's Emergency Decree for Nationwide dated March 25, 2020, and the encouragement to avoid to hold any activity which accumulate a number of people to mitigate the risk of disease transmission to the public which may affect the control of the disease transmission, the Central Place Hotel is now not available to hold the meeting.

After the consideration, the meeting of the Board of Directors of the Company No. 3/2020 on April 20, 2020 has resolved to change the venue of the AGM 2020 on April 24, 2020 at 10.00 a.m. to **the Company office located at 260/2 Charoen Nakhon Road, Samrae, Thonburi Bangkok**. The meeting date, time and agendas will remain the same.

To prevent the spread of COVID-19 and follow the precautionary measures per Clause 11 of the specification announced in accordance with Article 9 under the Emergency Decree B.E. 2548 (2005) (No.1), the shareholders are requested to strictly cooperate in accordance with precautionary measures as follows:

1. Request to Appoint Proxy

1.1 Any Shareholder, who is in a high-risk situation, such as; traveling to or from any high-risk countries per the Announcement of Ministry of Public Health on March 13, 2020, namely, China, Hong Kong, South Korea, Macau, Italy, Iran, France, Spain, USA, Switzerland, Norway, Japan, Denmark, Netherlands, Sweden, England, Germany, Taiwan, Singapore or other countries which will be additionally announced further: or contacting closely with any person who has traveled to or from those high-risk countries less than 14 days before the date of Meeting; or having fever or any respiratory symptoms; to be infected with COVID-19, is requested to follow the suggestion of the Department of Disease Control by **not attending**

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the Meeting unconditionally and appoint the Company's Independent Director as his/her proxy to attend the Meeting in accordance with clause 1.2 below.

1.2 In order to prevent and reduce the risk of spread of COVID-19 due to crowded place, the Shareholders are requested to appoint Mr. Apichart Charnkiatkong, an Independent Director who has no specified conflict of interest in any agenda item of the Meeting to be a proxy in the meeting by executing only one of the two Proxy Forms by downloading the Proxy Forms: Form A or Form B from www.thaiballast.com. Please submit the complete Proxy Form to the Company by April 22, 2020 at below address:

Corporate Secretary
Teera-Mongkol Industry Public Company Limited
260/2 Charoen Nakorn Rd. Samrei, Thonburi, Bangkok, 10600

1.3 For the Shareholders who request to submit any questions in advance, please submit those questions via below channels:

- (1) Submit together with Proxy Form per clause 1.2; or
- (2) Email to: corporatesecretary@thaiballast.com
- (3) Fax: 02-877-9510 ext. 341

Please submit those questions to the Company by April 22, 2020

2. Shareholders Attending the Meeting in Person

2.1 Screening area will be set up in front of Meeting Room/Meeting Area. **Any high-risk Shareholder(s) will be requested to leave the Meeting. The judgment of the Company shall be considered as the final decision.** In this regards these Shareholders are able to appoint the Company's Independent Director as their proxy to attend the Meeting instead.

2.2 The Company would like to inform the measures for the Meeting in order to reduce the risk of infection of COVID-19 from crowded meeting area as follow:

- (1) The Shareholders are requested to answer the self-screening questionnaire on COVID-19. All covered health or travel information shall violate provisions under the Communicable Diseases Act. B.E. 2558 (2015).
- (2) All Shareholders in queue/line at screening area, reviewing document area, and registration area shall keep distance from each other at least 1 meter.
- (3) In order to prevent the spread of COVID-19, the venue may be separated into several rooms which are connected by the application software that the Company has considered.
- (4) All seats layout in the Meeting room will be keep distance from each other at least 1 meter.

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(5) Before the Meeting, the Meeting venue shall be disinfected and cleaned. All Shareholders are requested to clean their hands with alcohol gel before entering the Meeting area and please bring the hygienic mask and wear it during the Meeting.

(6) Food and Beverage consumption is prohibited including coffee and tea in the Meeting area to lower the risk of spread of COVID-19.

On the Meeting day, the Shareholders who wish to ask questions are kindly requested to write down and submit the questions at the registration counter instead of speaking through microphone. Paper notes and pens shall be provided for convenience. The Meeting will be efficiently held to control the meeting time. For the questions that are not addressed during the meeting, the Company will post the Questions & Answers on the Company's website as soon as possible.

Please kindly be informed and strictly follow these measures accordingly and the Shareholders may follow up all related news/information from the Company's website: www.thaiballast.com.

Best regards,

(Mr. Theerachai Prasitrattanaporn)

Managing Director

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