



NO. NCH 016/2020

April 3, 2020

Subject: Change of the Venue of the 2020 Annual General Meeting of Shareholders and Precautionary Measures for Holding the Meeting under the Circumstance of Coronavirus 2019 (COVID-19) Pandemic

Attn: Director and Manager

The Stock Exchange of Thailand

Attachment: 1) Map of the Meeting Venue

2) Health Declaration Form

According to the resolution of the Board of Directors of N.C. Housing Public Company Limited (“the Company”) to convene the annual general meeting of the shareholders for the year 2020 on April 24, 2020 at 14.30 hours at the Venus Room, Miracle Grand Convention Hotel No.99 Vibhavadi Rangsit Road, Kwaeng Lakxi, Khet Donmuang, Bangkok 10210 to consider the agendas according to detailed previously informed.

As a consequence of the Bangkok Metropolitan Administration’s Announcement Ordering the Temporary Closure of Various Places ( No. 4) dated March 27, 2020, the Venus Room, Miracle Grand Convention Hotel, the venue that was earlier set for the meeting, has to be closed in compliance with the announcement. Since the Board of Directors at the meeting No. 1/2563 on February 28, 2020, has authorized the CEO to consider postponing or changing the venue of the 2020 AGM in case of unavoidable necessity, the Company hereby informs the change of the venue of the 2020 Annual General Meeting of Shareholders on April 24, 2020 to The N.C. Housing Public Company Limited, 1/765 Moo 17 , Soi Amporn , Phaholyothin Rd. Km.26, Tambol Kookhot , Lumlookka District, Pathumtani 12130 (see map in attachment 1). The time, agendas and documents of the Meeting which previously distributed to Shareholders, remain the same in all respects.

Due to the ongoing situation that the number of the Coronavirus Disease 2019 (COVID- 19) infected persons has been escalating continuously, the Company is well aware of and concerned over the risk of the infection at the shareholders’ meeting as well as the safety of the meeting attendants, and therefore, kindly asks shareholders to be informed and cooperate with the following measures:

1. For shareholders who belong to the high risk group i.e. those recently traveled to or returned from high risk countries or show respiratory symptoms, the company reserves the rights to refuse their attendance at the meeting. In this connection, such shareholders can authorize others or the company's independent directors to attend the meeting on their behalf.

2. Shareholders can submit the authorization documents or ask questions about the meeting regulations starting from now until 16 April 2020 at the Investor Relations Department per the company's address as follows.

Investor Relations

N.C. Housing PCL

1/765 Moo 17 Soi Amporn, Phaholyothin Road KM 26,

Koo Kot Sub-District, Lum Luka District, Prathumthani Province 12130

Telephone: 0-2993-5080-7 ext. 403 and 401

Telefax: 0-2993-5089

Email: [ir@ncgroup.co.th](mailto:ir@ncgroup.co.th)

3. The company shall provide basic protection equipment and alcohol gel to be accessible in front of the meeting room. In the event of encountering high risk individuals, the company reserves the rights to deny permission to enter the meeting room. You can authorize others or independent directors to attend the meeting on your behalf.

4. In case that any shareholder or proxy-holder still wants to attend the meeting in person, the Company would like to request all meeting attendees for cooperation to follow the Company's measures as follows:

4.1 The Company shall conduct health screening, in compliance with the guidances of Department of Disease Control, at the meeting entrance. For those being identified with fever or respiratory symptom, the Company reserves the right to deny entry into the meeting. In case that the aforementioned person is a shareholder, a proxy can be granted to the Company's Independent Director to attend the meeting. Each attendee will be required to stand at any queuing line for health screening, documents check and registration, with approximately at least one meter space from each other.

4.2 The Company reserves the right to deny attendees' entry into the meeting for those who recently visited or returned from any countries specified as Disease Infected Zone by Ministry of Public Health less than fourteen (14) days, as well as attendees who have had close contact with those identified with high- risk situations less than fourteen (14) days, having high fever or showing any sign of respiratory symptoms.

4.3 Attendees will be seated with appropriate social distancing at the minimum of one meters from each other. This will significantly limit the number of seats available in the meeting room. When the seats are fully occupied (20 SEATS ONLY), shareholders can authorize others or the company's independent directors to attend the meeting on their behalf. The Company kindly requests all meeting attendees to wear a facemask at all times.

4.4 On the meeting day, the Company kindly request shareholders, who wish to ask questions, to write down and submit the question at the registration counter or in the meeting room instead of speaking through microphone. Paper note and pen 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 answers in the website as soon as possible.

4.5 Neither lunchbox nor coffee or tea will be served at the meeting; also, eating and drinking are strictly prohibited in the meeting venue in order to minimize the risk of the disease infection.

4.6 Attendees shall be required to fill in the health declaration form (see attachment 2) and submit to the Company staff prior to entering the meeting venue. Please note that concealment of health information or traveling record could be considered a violation of the Communicable Diseases Act B.E. 2558.

If many attendees are present at the same time, there may be delay in screening and registration for the meeting. The Company hereby apologizes for any inconvenience that may arise.

Please be informed accordingly.

N.C. Housing Public Company Limited



(Mr. Wichian Silapacharanan)

Deputy Managing Director

Authorized to sign on behalf of the company

Investor Relations Department

Tel: 0-2993-5080-7 ext. 403 and 401

E-mail: [ir@ncgroup.co.th](mailto:ir@ncgroup.co.th)

Map of the Meeting Venue



**แบบแสดงข้อมูลเพื่อการคัดกรองโรค COVID-19**  
**Health Declaration Form**

ขอความร่วมมือท่านให้ข้อมูลที่ถูกต้อง เป็นความจริง เพื่อประโยชน์ในการป้องกันการแพร่ระบาดของเชื้อไวรัสโควิด 19  
 We need your help in providing the most accurate and truthful medical statement for effective prevention of the spreading of the disease.

ชื่อ- สกุล (Name – Surname) \_\_\_\_\_

หมายเลขโทรศัพท์ (Mobile Phone Number) \_\_\_\_\_

1. ท่านมีไข้  $\geq 37.5$  ° C หรือไม่? Do you have a fever ( $\geq 37.5$  ° C)  ใช่ (Yes)  ไม่ใช่ (No)

2. ท่านมีอาการดังต่อไปนี้หรือไม่? Do you have any of these symptoms?

ไอ Cough	<input type="checkbox"/>	ใช่(Yes)	<input type="checkbox"/>	ไม่ใช่(No)
เจ็บคอ Sore throats	<input type="checkbox"/>	ใช่(Yes)	<input type="checkbox"/>	ไม่ใช่(No)
น้ำมูกไหล Runny nose	<input type="checkbox"/>	ใช่(Yes)	<input type="checkbox"/>	ไม่ใช่(No)
เหนื่อยหอบ Shortness of breath	<input type="checkbox"/>	ใช่(Yes)	<input type="checkbox"/>	ไม่ใช่(No)

3. ท่านมีประวัติการเดินทางมาจากต่างประเทศหรือมาจากพื้นที่ที่มีการระบาดของโรคติดเชื้อไวรัส โควิด 19 ใน 14 วันที่ผ่านมาหรือไม่? Have you traveled / transited from any countries except Thailand or areas with COVID - 19 outbreak within the past 14 days?

ใช่(Yes) มาจากประเทศ / พื้นที่(I have traveled to) : \_\_\_\_\_

ไม่ใช่(No)

4. ท่านมีประวัติสัมผัสหรือใกล้ชิดกับผู้ป่วยที่ต้องสงสัยโรคติดเชื้อไวรัสโคโรนา 2019 หรือไม่? Have you been in physical contact with suspiciously COVID-19 infected patients?

ใช่(Yes)

ไม่ใช่(No)

หมายเหตุ / Remark

หากพบว่าคุณมีไข้  $\geq 37.5$  ° C หรือมีอาการอย่างใดอย่างหนึ่งตามที่บริษัทฯ ระบุไว้หรือมีประวัติเดินทางมาจากต่างประเทศหรือพื้นที่ที่มีการระบาดของ COVID - 19 หรือมีประวัติสัมผัสใกล้ชิดกับผู้ป่วยที่ต้องสงสัยการติดเชื้อ COVID - 19 บริษัทฯ ขอให้ท่านมอบฉันทะแก่กรรมการอิสระของบริษัทฯ ด้วยการกรอกและส่งหนังสือมอบฉันทะแบบ ข. ให้แก่เจ้าหน้าที่ บริษัทฯ แทนการเข้าประชุม และเดินทางกลับ พร้อมปฏิบัติตามคำแนะนำของกรมควบคุมโรค กระทรวงสาธารณสุข

If you have a fever ( $\geq 37.5$  ° C); or any symptoms which indicates above; or traveled / transited from any countries except Thailand or the COVID-19 outbreak areas within the past 14 days; or have been in contact with suspiciously COVID-19 infected patients, we would like to kindly ask for your cooperation in granting proxy to our independent director to attend the meeting on your behalf, by filing the Proxy Form B and submit to our staff. You may then return to your resident and follow the guideline of the Department of Disease Control, Ministry of Public Health, and Thailand.