

**Guidelines for attending the Annual General Meeting of Shareholders No. 1/2020 (the “Meeting”) in view of the outbreak of the New Coronavirus Disease 2019 (COVID-19)**

With respect to the COVID-19 outbreak, to support the measures of the Department of Disease Control, Ministry of Public Health, to reduce the risk from the outbreak and with regards to the health and safety of its Shareholders’ Indorama Ventures Public Company Limited (the “**Company**”) would like to inform **guidelines** for attending the Meeting as follows:

1. The meeting room and the registration area will be cleaned and disinfected in advance. Hand sanitizer gel will be provided at various locations.
2. All attendees are required to have their own facemask and wear it all times and maintain social distancing.
3. The Company will organize the meeting venue to avoid crowding of the seating arrangement with appropriate social distancing at a minimum of 1.5-2 meters distance between each seat. This will limit number of available seats in the meeting room to **a maximum of 100 seats or such less numbers as permitted by the concerned authorities**. After the registration procedure, each attendee will be assigned a seating number and is required to sit as specified for the sake of the disease prevention or follow up in case of any unforeseen circumstances. Seats are not allowed to be moved and when the seats are fully occupied on first come first served basis, the Company kindly requests Shareholders to grant their proxy to the Company’s Independent Directors to attend the Meeting instead of participating in persons. However, the Company will arrange for live streaming in another room where attendees can view up to the number as authorized by the concerned authorities
4. In case of Shareholders who wish to attend the Meeting in person, kindly inform the Company in advance and the Company would like to request your cooperation to strictly comply with relevant laws and measures stipulated by the government entities to prevent and minimize the risk of COVID-19 virus spread. Your attendance to the Meeting can not to be used as an exemption of liabilities that may incur from violation of any provisions of laws. In addition, you also agree to bear any risks and impact from participating at the Meeting, including agreeing to take care of your own health and welfare. The Company wishes to avoid any impact that affects your health and welfare and would like to request your cooperation to strictly comply with the following measures:
  - 4.1 In compliance with the guidelines of the Department of Disease Control, all attendees are required to fill in the COVID-19 Infection Risk Screening Form as enclosed hereto before entering the meeting area.
  - 4.2 All attendees are required to check-in through the Thai Chana online platform before entering the meeting area and check-out once they leave the Meeting.
  - 4.3 The Company shall conduct health screening at the Meeting entrance by checking every attendee’s temperature.

**The Company reserves the right to deny entry into the Meeting** to those Shareholders who are identified with a body temperature of 37.5 degrees Celsius or higher, and/or those who have recently

visited or returned from any disease infected country/ zones as notified by the Ministry of Public Health, including those who have had close contact with people: who were infected; and/or who have visited or returned from such infected country/ zones, and/or those who are showing any respiratory symptoms such as fever, cough, sneezing, runny nose, sore throat or breathing difficulties. The Company would ask for your cooperation to strictly follow the recommendations from our staff at the health screening point. For those who cannot attend the meeting due to the above-mentioned reasons, are requested to appoint independent directors to be their proxies and view the live broadcast instead using their own devices from another location. **Please note that concealment of health information or traveling records is considered a violation of the Communicable Diseases Act B.E. 2558.**

5. The Company kindly requests Shareholders' cooperation in giving their proxy authority to the Company's Independent Director as stated in the Notice by sending back the filled-in proxy form together with required documents to the Company Secretary Department, c/o Indorama Ventures Public Company Limited, 75/80-81 Ocean Tower 2, 32nd Floor, Soi Sukhumvit 19 (Wattana), Klongtoey Neur, Wattana, Bangkok 10110, Thailand at least 3 (three) days before the meeting date of 30<sup>th</sup> June 2020.
6. For the safety and well-being of attendees, **NO microphone will be available for asking any questions at the Meeting.** The Company kindly requests Shareholders, who wish to ask questions, to write down and submit their questions in the meeting room. Due to the current unprecedented situation, this year, the Meeting will be very brief and follow the agenda, in accordance with the law. Therefore, a total meeting time duration of 2 hours would be sufficient. For any questions that are not addressed during the meeting, the Company will post the answers on their website soonest.
7. **Channels for submitting written questions and information in advance.** Shareholders are welcome to submit relevant questions and inform their interest in attending in persons prior to the Meeting. For this, Shareholders are requested to include their name, telephone number, email address (if any) and send email to [IVL.ComSec@indorama.net](mailto:IVL.ComSec@indorama.net) or in case of Shareholders giving their proxy to the Company's Independent Director, you may also send your questions, together with the proxy form as mentioned above. The Company will provide answers to the questions on the Company's website.
8. **Neither snack box nor coffee or tea will be served at the Meeting.** No Food and drinks are allowed in the meeting area.
9. The printed copies of the 2019 Annual Report, Financial Report and Sustainability Report will not be provided at the Meeting for sanitation and in order to minimize personal direct contact, and to reduce any environmental impact.

The above-mentioned Guidelines are subject to change in accordance with the posted guidelines, rules, and/or regulations issued by the Ministry of Public Health and/or other concerned authorities. If there are any changes in the situation or to the above-mentioned Guidelines, the Company will inform the Shareholders via the Company's website at <https://www.indoramaventures.com>.

Please be informed accordingly. Your kind cooperation to the above-mentioned Guidelines would be highly appreciated.

**แบบฟอร์มแสดงข้อมูลเพื่อการตรวจคัดกรองโรค COVID-19**  
**ก่อนการเข้าร่วมประชุมสามัญผู้ถือหุ้น ประจำปี 2563 ในวันอังคารที่ 30 มิถุนายน 2563**  
**ณ ห้องจัดรา บอลรูม โรงแรมสยาม เคம்பินสกี กรุงเทพฯ**  
**เลขที่ 991/9 ถนนพระราม 1 เขตปทุมวัน กรุงเทพมหานคร 10330 ประเทศไทย**

COVID-19 Infection Risk Screening Form  
 Before attending Annual General Meeting of Shareholders 2020 on 30<sup>th</sup> June 2020  
 At Chadra Ballroom, Siam Kempinski Hotel Bangkok,  
 No. 991/9 Rama 1 Road, Pathumwan, Bangkok 10330, Thailand

บริษัทขอความร่วมมือในการให้ข้อมูลที่ถูกต้อง เป็นความจริง เพื่อประโยชน์ในการป้องกันการแพร่ระบาดของโรคติดเชื้อไวรัสโคโรนา 2019  
 We need your help in providing the most accurate and truthful medical statement for effective prevention of the spreading of the disease /Covid-19.

ชื่อ-สกุล (Name – Surname) \_\_\_\_\_ หมายเลขโทรศัพท์ (Mobile Phone No.) \_\_\_\_\_

1. ท่านมีไข้  $\geq 37.5^{\circ} C$  หรือไม่? Do you have a fever  $\geq 37.5^{\circ} C$ ?  ใช่ (Yes)  ไม่ใช่ (No)
2. ท่านมีอาการดังต่อไปนี้หรือไม่? Do you have any of these symptoms?
 

เป็นไข้ Fever	<input type="checkbox"/> ใช่ (Yes)	<input type="checkbox"/> ไม่ใช่ (No)
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 breathing difficulties	<input type="checkbox"/> ใช่ (Yes)	<input type="checkbox"/> ไม่ใช่ (No)
3. ท่านมีประวัติการเดินทางมาจากต่างประเทศ หรือมาจากพื้นที่ที่มีการระบาดของโรคติดเชื้อไวรัสโคโรนา 2019 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 from: \_\_\_\_\_  
 ไม่ใช่ (No)
4. ท่านมีประวัติสัมผัสหรือใกล้ชิดกับผู้ป่วยที่ต้องสงสัยโรคติดเชื้อไวรัสโคโรนา 2019 หรือไม่?  
 Have you been in physical contact with suspiciously COVID - 19 infected patients?  
 ใช่ (Yes)  
 ไม่ใช่ (No)

**หมายเหตุ** หากพบว่าท่านมีไข้  $37.5^{\circ} C$  ขึ้นไป หรือมีอาการอย่างใดอย่างหนึ่งตามที่บริษัทระบุไว้ หรือมีประวัติการเดินทางมาจากต่างประเทศหรือพื้นที่ที่มีการระบาดของโรคติดเชื้อ COVID-19 ภายใน 14 วันที่ผ่านมา หรือมีประวัติสัมผัสใกล้ชิดกับผู้ป่วยที่ต้องสงสัยการติดเชื้อ COVID-19 บริษัทขอให้ท่านโปรดดำเนินการมอบฉันทะให้แก่กรรมการอิสระของบริษัท ด้วยการกรอกและส่งหนังสือมอบฉันทะแบบ ข. ให้แก่เจ้าหน้าที่ของบริษัท แทนการเข้าประชุม และเดินทางกลับ พร้อมปฏิบัติตามคำแนะนำของกรมควบคุมโรค กระทรวงสาธารณสุข ประเทศไทย  
 If you have a fever ( $\geq 37.5^{\circ} C$ ); 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, Thailand.

ลงชื่อ/signed \_\_\_\_\_  
 ( \_\_\_\_\_ )