

Ref.No.IVL002/04/2021

19th April 2021

To: The Shareholders
Indorama Ventures Public Company Limited

Subject: **Change of a Format to an electronic meeting platform (E-AGM) and Cancellation of the Venue for the AGM 2021**

Attachment: Steps for attending the Annual General Meeting of Shareholders No. 1/2021 by an electronic meeting platform (E-AGM)

Reference is made to the invitation letter of Indorama Ventures Public Company Limited (the “**Company**” or “**IVL**”) dated 11th March 2021 regarding convening the Annual General Meeting of Shareholders No. 1/2021 (“**AGM 2021**”) on Tuesday 27th April 2021 at 2.00 p.m. at Chadra Ballroom, Siam Kempinski Hotel Bangkok, 991/9, Rama I Road, Pathumwan, Bangkok, Thailand.

Due to the increasing severity of the COVID-19 outbreak, the Company by the Group CEO, who was authorized by the Board of Directors at their Meeting No. 2/2021 held on 24th February 2021, deemed appropriate to change the format of the AGM 2021 and cancel the venue as a precaution to protect all shareholders and staff. It has therefore been decided **to hold an electronic meeting platform (E-AGM) only**, without any physical meeting at Siam Kempinski Hotel, Bangkok instead.


Other meeting details such as date, time, agenda items and record date for determining shareholders entitled to attend the AGM 2021 shall remain the same as mentioned in the invitation letter. However, shareholders who are unable to attend the E-AGM can direct their proxy to any of the Independent directors as specified and notified in the invitation letter to cast their votes instead. The proxy forms can be downloaded from the Company’s website.

The steps for attending the E-AGM are provided in the enclosure.

IVL would like to apologize for this short notice, made necessary by the alarming spread of COVID-19 at this time.

Please be informed accordingly.

Yours faithfully,



(Mr. Souvik Roy Chowdhury)
Company Secretary

Steps for attending the Annual General Meeting of Shareholders No. 1/2021 by an electronic meeting platform (E-AGM)

1. In case the shareholders would like to attend the E-AGM by themselves or through their Proxy, please register via the QR Code or the Link provided below:

However, those Shareholders who have already appointed the Company's Independent Directors and send the required documents to the Company, **You are NOT required to register again**. Voting will be as specified in the proxy form.



<https://ivl.fogus.vc/registration/>

Thereafter, please attach required identification documents for verification for the E-AGM attending right. In case of proxy appointment, please refer to Annex 10 of the invitation letter of AGM 2021 "Guidelines for Proxy Appointment, Registration and documents required" for the verification process. **The registration will open from 19th April 2021 (10.00 A.M.) to 25th April 2021 (5.00 P.M.)**.

2. When the Company receives documents as per item 1, to confirm the meeting attendance, the Company will proceed with verification of the records in accordance with the shareholders' list on the record date. Once the inspection is satisfactorily completed, a username and password will be sent, together with WebLink for attending the E-AGM. Kindly refrain from giving your username and password provided for shareholder to any other person. In the case your username and password is lost or you have not received it within 26th April 2021 (11.00 A.M.), please immediately contact our service provider, Quidlab Company Limited ("**Quidlab**"), at 02-013-4322 or email: info@quidlab.com
3. The Company at the time of sending the username and password through its service provider Quidlab will also send a manual describing the steps for using the E-Meeting System including voting process. You are requested to read the manual thoroughly from the email sent to you. The online E-Meeting System will be opened 60 minutes prior to the meeting i.e. at 1.00 P.M. to facilitate the login for attending the meeting. However, the live broadcast will begin at 2.00 P.M. only.
4. For casting the vote during the E-AGM, a shareholder may cast his or her vote in each agenda to either "approve", "disapprove", or "abstain" from voting. For the shareholders who do not vote in any agenda, the system will automatically count your vote as "approved".
5. If Shareholders encounter any technical problem while using the E-AGM system before or during the meeting, please contact our service provider as mentioned in point 2 above.
6. The Company encourages the shareholders to consider granting proxy to the Company's Independent directors to attend and vote in the Meeting and send their proxy form completed with the supporting documents (pursuant to the Annex 6 and 10 of the invitation letter of AGM 2021) at least 3 (three) days before the meeting date of 27th April 2021 to the Company Secretary Department.