

**Guidelines for attending the Annual General Meeting of Shareholders for the year
2020 in view of the outbreak of the Coronavirus Disease 2019 (COVID-19)**

Regarding the situation of the outbreak of new Coronavirus 2019 ("COVID-19"), in order to support the measures of the Department of Disease Control, Ministry of Public Health in reducing the risk of the spread of COVID-19, as well as concerns for the health and safety of shareholders of Pan Asia Footwear Public Company Limited, the company would like to inform you of the **guidelines** for participation in the Annual General Meeting of Shareholders as follows: -

1. **The Company kindly requests Shareholders' cooperation in giving their proxy authority to the Company's Independent Director as stated in the Notice instead of attending the meeting by yourself** by sending back the filled-in proxy form together with required documents to the Company Secretary Department, Mrs.Parichart Phobang Pan Asia Footwear Public Company Limited, 620/5 Moo 11 Nongkham Sriracha Chonburi 20230, Thailand within Thursday 30th July, 2020.
2. The company will arrange cleaning in the meeting room in advance of the meeting.
3. The Company has organized the meeting venue to avoid crowded meeting area with appropriate social distancing of 1.5 meters and limited number of available seats in the meeting room for approximately 30 seats with specific seating number for each attendee. Therefore, each attendee is required to sit as specified for the benefits of the disease prevention or following up in case of any unforeseen circumstances.

In the case that the seats have been fully occupied, the Company would ask for your cooperation from the shareholders who attend te meeting in persons, are required to grant proxy to the Company's Independent Directors to attend the Meeting instead of participating in persons.

4. The Company would like to request your cooperation to strictly follow the Company's measures and guidelines to prevent and minimize the risk of COVID-19 virus spread as follows;
 - 4.1 All attendees must go through thermometer infrared camera at the health screening which any attendee who have body temperature of 37.5 degrees Celsius or higher will not be allowed to attend the meeting. Attendees who passed the health screening are requested to put on a registration sticker, prepare and wear your facemask at all time and clean your hands by using the alcohol-based hand sanitizer gel, provided by the Company at the meeting areas.

The Company reserves the rights to not allow any attendees, who do not pass the health screening or do not completed the COVID-19 Infection Risk Screening Form to enter the Meeting.

- 4.2 All Attendees are required to wear your facemask and to fill in the COVID-19 Infection Risk Screening Form before entering the venue, and for those attendees who have recently visited or returned from any disease Infected zones as notified by the Ministry of Public Health, including those who have had close contact with those who have visited or returned from any disease infected zones, or being found of having risky symptoms such as fever, Cough, sore throat, sneezing, runny nose, will not be allowed to attend the Meeting. The Company

would ask for your cooperation to strictly follow the recommendations from our staff at the health screening point or attendee will be denied from entering the meeting. For those who cannot attend the meeting due to the reasons explained above are able to appoint the Company's Independent Directors as their proxies to attend and vote at the Meeting. Please also note that concealment of health information or traveling record could be considered as the violation of the Communicable Diseases Act. B.E. 2558.

- 4.3 Attendees, who wish to ask question, are able to submit their questions to the Company's staff to submit it to Chairman of the meeting.
5. The Company would not serve appetizer and beverages at the Meeting. There will be only bottles water provided in the Meeting.
6. If there are any changes in the situation or additional AGM-related measures from the Government Official, the Company will inform shareholders via the Company's website (www.panasiafootwear.com)

The Company would like to apologize for any inconvenience that may occurs, especially if a high number of meeting attendees cause a delay in the health screening and registration process.