

(Translation)

No. LEO 010 / 2021

April 26, 2021

Subject Notification on cancellation of venue and change a method of convening the 2021 Annual General Meeting of Shareholders to electronic meeting (e-AGM)

To President,
The Stock Exchange of Thailand

Attachment 1. Guidelines for attending the AGM through electronic media (e-AGM) and appointment of proxy
2. Registration Form for attending the AGM through electronic media (e-AGM)

According to the Board of Directors' Meeting of Leo Global Logistics Public Company Limited ("The Company") No. 2/2021 held on March 24, 2021 resolved the 2021 Annual General Meeting of Shareholders on April 29, 2021 at 10.00 a.m., at Chao Praya 2-4 Room, Montien Riverside Hotel at No. 372 Rama III Road, Bangkok Sub-district, Bangkoklaem District, Bangkok.

The Coronavirus Disease 2019 (Covid-19) is currently spreading more widely with increasing clusters of people becoming infected from public gatherings. In this connection, the government has asked for cooperation from private sectors to be cautious of organizing activities with a large number of people in order to reduce the spread of Covid-19. The Company is concerned with and places the utmost importance on the health and hygiene of shareholders and all parties attending the Meeting in accordance with the aforementioned schedule. To comply with the Announcement of the Bangkok Metropolitan Administration Re : Order of Temporary Closure of Premises (No. 25), the Company will strictly comply with the preventive measures of the government in order to prevent and reduce the spread of Covid-19.

In this regards, the Board of Directors' Meeting No. 3/2021 held on April 26, 2021, resolved to approve the changing of a method of convening the Meeting to electronic meeting (e-AGM) in accordance with criteria specified in the laws on electronic meeting. The date of the Meeting will remain unchanged as on April 29, 2021 at 10.00 a.m. as well as the same agenda as details in the notice to the meeting which already been sent to the shareholders.

In case the shareholders wish to attend the e-AGM, such shareholders or proxies will be required to send the registration form for the e-AGM, details as per Attachment 2 and the verification documents required, details as appears in the meeting invitation to the Company within **April 27, 2021** via e-mail : eacc@leogloballogistics.com. Once the Company has successfully verified the identity of the shareholders who are entitled to attend the 2021 Annual General Meeting of Shareholders as on the set Record Date on March 11, 2021, the Company shall send "Username" and "Password" for logging in the meeting control system to the shareholders via the e-mail address



provided to the Company. If the shareholders are not convenient to attend the e-AGM, such shareholders may appoint an independent director as their proxy to attend the e-AGM on their behalf. In this respect, details and guidelines for attending the e-AGM as per Attachment 1.

It is worth noting that Quidlab Co., Ltd. a meeting control system provider certified by the Electronic Transactions development Agency, is the owner of the meeting control system used with this e-AGM.

Please be informed accordingly.



Yours sincerely,

(Mr. Kettivit Sittisoontornwong)

Chief Executive Officer

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Guidelines for attending the AGM through electronic media (e-AGM) and appointment of proxy

1. In case the shareholders attending the e-AGM by themselves

1.1 Please fill the registration form for attending the AGM through electronic media (e-AGM) (Attachment 2). **Kindly fill your e-mail and mobile phone number clearly in order to be used for the meeting registration** and attach identification document to confirm the attendance of e-AGM as follows:

- **In the event that the shareholder is an ordinary person** – a valid certified true copy of ID card, passport/ other official documents issued by government authority.
- **In the event that the shareholder is a juristic person** – please attach an executed version of the power of attorney or a proxy and supporting documents as per the details in item “supporting documents for the appointment of proxy”

Please submit the registration form for attending the AGM through electronic media (e-AGM) and such identification document to the Company within **April 27, 2021** via the following channels:

- **Email** : eacc@leogloballogistics.com or
- **Post** : Leo Global Logistics Public Company Limited (Company Secretary)
251-251/1 Soi Pakdee, Rama 3 Road, Bangkorlaem, Bangkok 10120

1.2 When the Company receives document as per item 1.1 from you, the Company will proceed with inspecting document for confirming the meeting attendance. Once the inspected is completed, the Company will send username and password, together with Weblink for attending the e-AGM. Kindly refrain from giving your username and password provided for shareholder to other person. **In the case your username and password are lost or you have not received it within April 28, 2021, please immediately contact the Company.**

1.3 The Company will send details such as username and password to you and also send a manual for using the e-AGM system at the same time. Please read the manual thoroughly from the e-mail that the Company sends to you. The system will be opened 60 minutes prior to the meeting in advance so that the shareholder can register for attending the meeting. However, the live broadcast will begin at 10.00 a.m.

1.4 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 “approve”.

- 1.5 If you have encounter with any technical problem in using the e-AGM system before or during the meeting, please contact Quidlab Co., Ltd. who will be the Company's service provider for the Company's e-AGM's meeting. The Company will specify a contact channel to Quidlab Co., Ltd. in the e-mail that the Company sends username and password to you.

2. In case the shareholders appointing proxy to attend the e-AGM

In case that a shareholder is unable to attend the meeting, he/she may authorize another person or the Company's independent director, to attend and vote on his/her behalf. The name of independent directors are as follows:

- **Mr. Viwat Limsakdakul** (65 years) independent director / Chairman of Audit Committee
- **Mr. Woragan Xuto** (68 years) independent director / Member of Audit Committee /
Member of Nomination and Remuneration Committee
- **Mr. Paiboon Sumranputi** (79 years) independent director / Member of Nomination and Remuneration Committee

All independent directors have no special interest in every agenda. Please fill statement and sign in the proxy, as appeared in Attachment 9 in the invitation letter and send the proxy together with supporting documents for the appointment of proxy (as specified below) to the Company within **April 27, 2021** via the following channels:

- **Email** : eacc@leogloballogistics.com or
- **Post** : Leo Global Logistics Public Company Limited (Company Secretary)
251-251/1 Soi Pakdee, Rama 3 Road, Bangkorlaem, Bangkok 10120

Supporting documents for the appointment of proxy

Shareholder appoints a proxy

1. A Proxy Form which is completely filled and signed by the proxy grantor and the proxy; and
2. A copy of valid ID card or passport certified true copy by the proxy grantor; and
3. A copy of valid ID card or passport certified true copy by the proxy.

Juristic person

1. A proxy form which is completely filled and signed by such juristic person's authorized person and have such juristic person's company seal affixed (if any) of the proxy grantor and signed by the proxy; and

2. A certified true copy of the affidavit or Certificate of Incorporation which is issued in the period of not exceeding 6 months prior the proxy grantor's shareholder meeting; and
3. A copy of valid ID card or passport certified true copy by the proxy grantor; and
4. A copy of valid ID card or passport certified true copy by the proxy.

For the person who is not Thai citizen or is a foreign juristic person

If the documents or evidence as per above is not in Thai or in English version, the shareholder must show translation of those documents in English which is certified true translation by the shareholder or such juristic person's authorized person (in the case of juristic person).

3. Channel for shareholder to send comment or questions related to business, industry and business operations of the Company or any relevant agenda to be considered in this e-AGM are as follow:

- 3.1 During the e-AGM meeting, the shareholder attending the meeting can submit comment or questions during e-AGM system.
- 3.2 The shareholder can submit comment or questions in advance to the Company prior to the meeting date via following channels:

- **Email :** eacc@leogloballogistics.com or
- **Post :** Leo Global Logistics Public Company Limited (Company Secretary)
251-251/1 Soi Pakdee, Rama 3 Road, Bangkorlaem, Bangkok 10120

Registration Form for attending the AGM through electronic media (e-AGM)

Written at

Date Month Year

I/We Nationality Address
 Road Sub-district District
 Province Postal code Mobile Phone no.
 Shareholder registration number as a shareholder of Leo Global Logistics
 Public Company Limited, holding a total number of shares

I hereby confirm that I will attend the meeting and cast my votes at the 2021 Annual General Meeting of Shareholders on April 29, 2021 at 10.00 hrs. which will be held through Electronic Media (E-AGM), by;

- Attending the E-AGM by myself, please send me a username and password, together with the WebLink for attending the E-AGM to my email at :
- Appointing Mr./Ms as a proxy to attend the e-AGM. Please send a username and password, together with the WebLink for attending the e-AGM to his/her email at :

Sign Shareholder
 (.....)

Sign Proxy
 (.....)

Note: Shareholders can send this "Registration form for attending the e-AGM" which has been completely filled out, and attached identification document for inspection of the E-AGM attending right, to the Company by April 27, 2021 via the following channels:

- **Email :** eacc@leogloballogistics.com or
- **Post :** Leo Global Logistics Public Company Limited (Company Secretary)
 251-251/1 Soi Pakdee, Rama 3 Road, Bangkorlaem, Bangkok 10120