

# The Company's Precautionary Measures and Guidelines for Holding the Annual General Meeting of Shareholders for the Year 2020 under the Circumstance of Coronavirus 2019 (COVID-19)

1. Shareholders are required to grant proxy to the Company's independent Directors to attend the meeting instead of participation persons (name list and detail in Enclosure No.5) by specifying in the proxy form sent to the Shareholders or downloading them via the Company's website (pre-casting the vote for each agenda is recommended), and sending back the proxy form to the Company no less than 3 working day prior to the meeting (for reviewing the documents) as follow:

Mr.Sumit Khopaiboon

Company Secretary

- S & J International Enterprises Public Company Limited
- 2 Naradhiwas Rajanagarindra Rd., Tungwatdon, Sathorn, Bangkok 10120
- 2. The meeting room would be clean in advance.
- 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 prepared, the Company would ask for your cooperation from the shareholders who attend the 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 are required to wear your facemask and 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.
  - 4.2 All attendees have to check their body temperature through infrared thermometer 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 sanitizer gel, provided by the Company at the meeting areas.
  - 4.3 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.

- 4.4 Attendees, who wish to ask question, are able to write their question in a paper submit their questions to the Company's staff to submit it to Chairman of the meeting.
- 5. No appetizer and beverages are provided in the Meeting except bottled water.
- 6. If there are any changes in the situation or additional AGM-related measures from the Governance Official, the Company will inform Shareholders via the Company's website (www.snjinter.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.

#### Notice on arrangement of The Annual General Meeting of Shareholders No. 41

Subject: Invite to attend The Annual General Meeting of Shareholders No. 41

To: Dear Shareholders of S & J International Enterprises Public Company Limited

## **Enclosures:**

- Copy of The Minutes of the Annual General Meeting of Shareholders No. 40 on Tuesday April 23, 2019.
- 2. Annual report for the year 2019 (QR Code format) and Notification of Meeting (Registration Form)
- 3. Profile of the nominated persons to be directors in replacement of those who are retired by rotation.
- 4. Definition of the "Independent directors".
- 5. Information of Independent directors and Audit Committee Directors that company offers to be shareholders' proxy.
- 6. Company's Articles of Association relating to the Annual General Meeting of Shareholders.
- 7. Documents required prior to attending the meeting, practice rules of the meeting.
- 8. Procedures for posting advance questions prior to the shareholders' meeting.
- 9. Meeting Attendance Procedures for the Annual General Meeting of Shareholders
- 10. Power of Proxy Form B.
- 11. Map for the Meeting Venue.
- 12. Requirement Form of the Annual Report (Printed Form).
- 13. QR Code Downloading Procedures for the 2019 Annual Report and Sustainability Report.

The Board of Directors of the company decided to arrange the Annual General Meeting of Shareholders No. 41 on Tuesday, August 4, 2020, at 1.00 p.m. at MOON Room, 10 Floor, Avani+ Riverside Bangkok Hotel, No. 257, Charoennakorn Road, Samre Sub-district, Thonburi District, Bangkok 10600. For this meeting, the Company had given the opportunity to shareholders to propose agenda and nominate candidates to be elected as directors during November 15<sup>th</sup>, 2019 to December 30<sup>th</sup>, 2019. There were not any shareholders propose agenda and nominate candidates to be elected as director. Therefore, the company has set meeting venue to consider the following agendas:

# Agenda 1 Certification of The Minutes of the 40<sup>th</sup> Annual General Shareholders' Meeting held on Tuesday, April 23, 2019.

<u>Fact and reason:</u> The company has prepared the Minutes of such Meeting and submitted to the Stock Exchange of Thailand and the Ministry of Commerce within 14 days according to the requirement of the laws and also already posted on the Company's website (www.snjinter.com) according to enclosure No.1.

<u>Comment of The Board:</u> Such minutes were correctly recorded and should be submitted to the meeting of shareholders for approval.

<u>Voting resolution:</u> Based on majority votes of the shareholders present at the meeting and having voting rights.

#### Agenda 2 Acknowledgement of the Report of the Board of Directors for 2019.

<u>Fact and reason:</u> Report of The Board of Directors and the operating results of the company in 2019 already provided in the annual report of 2019 in QR Code format was presented on the Notification of Meeting in accordance with requirements of the Securities Exchange Commission and the Stock Exchange of Thailand was submitted together with the notice of the General Meeting of Shareholders herewith enclosure No.2.

<u>Comment of The Board:</u> Such report should be submitted to The Meeting of Shareholders for acknowledgement.

Voting resolution: No voting required since this agenda is intended for acknowledgement purpose.

## Agenda 3 Approval of The Financial Statements for the year ended December 31, 2019.

<u>Fact and reason:</u> Such Financial Statements were prepared in accordance with Financial Reporting Standards. The Financial Statements were audited and certified by a certified public accountant which the Audit Committee and the Board of Director already agreed with as follows:

(Unit : Million baht)

Descriptions	Consolidated	The separate	
Descriptions	financial statements	financial statements	
Total Assets	4,945.87	4,002.33	
Total Liabilities	1,020.82	750.38	
Shareholders' Equity	3,925.05	3,251.96	
Total Revenues	4,634.03	3,787.00	
Profit Attributable to equity holders of the parent	258.25	262.17	
Earnings per Share (Baht/share)	1.72	1.75	

The details above are in the financial statements of the 2019 Annual Report according to enclosure No.2.

<u>Comment of The Board:</u> Such financial report should be submitted to The Meeting of Shareholders for approval.

<u>Voting resolution:</u> Based on majority votes of the shareholders present at the meeting and having voting rights.

#### Agenda 4 Acknowledgement of the interim dividend payment.

<u>Fact and reason:</u> The company has a policy to pay dividends regularly to shareholders at the rate of 20-80% of net profit of the Company's separate financial statement (under the cost method). However, this rate principally depends on economic conditions and business performance of the company. For 2019, the company could achieve profit for the year in the separate financial statements of 262.17 million Baht, and unappropriated retained earnings at the end of fiscal year of 1,879.40 million baht.

The company has appropriated 10% of registered capital into statutory reserve as stipulated by law. No further reserve was required.

Comment of The Board: The Board of Directors considered and proposed to inform shareholders at the Annual General Meeting about the interim dividend payments without further payment of annual dividend for the fiscal year of 2019. According to the pandemic of COVID-19, the company could not hold the Annual Shareholder Meeting to consider the payment of annual dividend. To alleviate the effect of this circumstance on shareholder due to the postponement of Annual Shareholding Meeting, the Board of Directors had approved of an interim dividend payment at 1.10 baht per share in place of annual dividend for the financial result from January 1, 2019 to December 31, 2019, totaling 164.92 Million baht by payment from unappropriated retained earnings subject to 20% corporate income tax deduction, which an individual shareholders can credit tax refund equal to dividend multiplied by 20/80 according to Revenue Code Section 47 bis. and paid the said dividend on May 7, 2020

Dividend payment Comparison for the year 2019 and 2018

Details of Dividend Payment		2019	2018
Profit for the year	(Million Baht)	262.17	377.69
2. Number of share	(Million Shares)	149.93	149.93
3. Interim Dividend per share	(Baht / Shares)	1.10	-
4. Annual Dividend per share	(Baht / Shares)	-	1.26
5. Total dividend payment	(Million Baht)	164.92	188.91
6. Payout Ratio	(%)	62.91	50.02

The said dividend payment is according to the company's dividend policy and does not affect the company's liquidity.

Voting resolution: No voting required since this agenda is intended for acknowledgement purpose.

#### Agenda 5 Appointment the election of directors in replacement of retiring directors

<u>Fact and reason:</u> According to the regulations of the company No. 21, in general meeting of shareholders, one-third of the directors must be retired on rotation basis. If not, it should be closed to one third and the retiring directors may be re-elected. In this general meeting of shareholders, 5 retiring directors are:

1. Mr.Thirasak	Vikitset	Director, Managing Director
		Chairman of the Executive Board
		Director of the Nominating Committee and
		Director of the Remuneration Committee
2. Mrs.Teerada	Ambhanwong	Director
3. Mr.Suthep	Dansiriviroj	Director
4. Mr.Amorn	Asvanunt	Independent Directors and Chairman of the Audit Committee
5. Mrs.Pradittha	Chongwattana	Independent Directors and Director of the Audit Committee

The company had given the shareholders opportunity to nominate candidate to considered as company director to the shareholders' meeting for 2020 in advance, during the period from November 15<sup>th</sup>, 2019 to December 30<sup>th</sup>, 2019. Nevertheless, there was no shareholder nominating candidate to be considered as

company director prior to said meeting. Therefore, the Nominating Committee has careful consideration in selecting qualified candidates on an individual basis and the members of the Nominating Committee with any conflict of interests did not vote to select themselves compliance with the existing company rules and criteria relating to such position consideration. Upon careful consideration of the candidates' qualifications in terms of Board Diversity and qualifications that were in accordance with the strategy of the company's business operation by using the analysis of skills, experience, knowledge and expertise of the board, or Board Skill Matrix. The Nominating Committee unanimously resolved to recommend to The Board of Directors to nominate above 5 outgoing directors to re-elect these persons to serve another term as company directors.

Comment of the Board : The Board of Directors excluding those directors having possible conflict of interests, has paid careful consideration and screen to the qualifications of those persons being nominated as directors on an individual basis according to the criteria and process for the selection of directors. The persons nominated for the position of director were qualified to engage with the company's business. Their experiences and abilities benefited to the company. Moreover, persons nominated as independent directors of the company could express opinions independently and in accordance with the relevant rules. Accordingly, The Board of Directors resolved to endorse the proposal by The Nominating Committee, to nominate the 5 retiring directors to the shareholders' general meeting, for re-election to serve another term as directors as follows:

- 1. Mr.Thirasak Vikitset
- 2. Mrs.Teerada Ambhanwong
- 3. Mr.Suthep Dansiriviroj
- 4. Mr.Amorn Asvanunt
- 5. Mrs. Pradittha Chongwattana

For the Independent Directors to hold position for more than nine years consisted of Mrs.Pradittha Chongwattana, totally holding the position of independent director until the completion of this proposed term for a period of 21 years, who is a knowledge of legal, which can give recommendations to be beneficial to the company operation. They also were qualification under requirements of independent directors. They are capable knowledge, ability and experience as required by the company and she can also function as independent directors as well.

Enclosed please find the profile of the persons being nominated as directors and the Definition for independent director complying with the requirements by The Capital Market Supervisory Board, whose details are displayed as per attachment no.3.and no.4.

<u>Voting resolution:</u> Based on majority votes of the shareholders present at the meeting and having voting rights.

# Agenda 6 Approval of directors' remuneration.

<u>Fact and reason:</u> According to the regulations of the company No.32, the company is not allowed to pay money or provide any property to the directors, except for the remuneration under their right and other kind of benefits normally provided to those appointed as the directors of the company which exclude remuneration and benefits receive as company's employee. For 2019, the shareholders' meeting has earlier approved

annual directors' remuneration budget limit not exceeding 15 million baht and assigned the Remuneration Committee to allocate remuneration on such budget amount.

For year 2019, the company has allocated remuneration budget to the directors for total amount Baht 14,464,000 according to the details as follows:

Detail	Amount (Baht)
Annual remuneration for The Board of Directors	13,150,000
Meeting allowances for The Board of Directors	774,000
Meeting allowances for The Audit Committee	186,000
Meeting allowances for The Nomination Committee	84,000
Meeting allowances for The Remuneration Committee	68,000
Meeting allowances for The Risk Management Committee	40,000
Meeting allowances for The Corporate Social Responsibility Committee	72,000
Meeting allowances for The Corporate Governance Committee	90,000

Details of the criteria for the directors' remuneration were based on the consideration of The Board of Directors' performances, authority, duty, and responsibility scope, as well as the operating results and growth prospect for the company, the financial liquidity position, and such possible impacts on both the company and overall economic situation, together with performance of individual directors. Consideration was also given to the budget amount approved by the shareholders meeting, the remuneration payment amount for the previous year and the comparison with other companies in similar businesses.

For the year 2020, The Remuneration Committee has resolved to propose the remuneration budget for the directors not exceeding 15 million baht same as the year earlier, according to remuneration details as follows:

- 1. <u>Annual remuneration</u>: Payment is paid to all directors. The Remuneration Committee will allocate the remuneration on basis of principle, operational results and propose to the Board of Directors.
- Meeting fee : Payment is paid to attending directors only. In case of there is a meeting more than
   time in each month, it accounts to receive the meeting fee not exceeding 1 time.

Details of meeting allowance payments were as follows:

	2020 (Baht/Time)		2019 (Baht/Time)	
	Chairman	Director	Chairman	Director
Board of Directors	12,000	10,000	12,000	9,000
The Audit Committee	,	,	,	,
The Nomination Committee,				
The Remuneration Committee,				
The Risk Management Committee,	10,000	9,000	10,000	8,000
The Corporate Social Responsibility Committee,				
The Corporate Governance Committee				

3. Other remuneration: - None -

<u>Comment of The Board:</u> The Board of Directors resolved to propose to the shareholders, meeting to approve yearly directors. Remuneration budget not exceeding Baht 15 million per year (same as the remuneration budget in the previous year), as proposed by the Remuneration committee since such remuneration was appropriate and reflected the director's authority, duty, and responsibility scope, as well as the company's operating results and business growth. Additionally, the remuneration was based on criteria comparable to other companies in the same business sector.

**Voting resolution:** A two-third majority votes by the shareholders present at the meeting are required to pass the resolution.

## Agenda 7 Appointment of an auditor and fixing of the auditing fee.

<u>Fact and reason:</u> According to the regulations of the company No.49 and 50, the auditor shall not be a director, staff member employee or a person holding any office. An auditor shall be elected annually by the general shareholders meeting. A retiring auditor may be elected. In 2019, the meeting of shareholders appointed Mrs. Saifon Inkaew, Certified Public Accountant No. 4434 and/or Mr.Termphong Opanaphan, Certified Public Accountant No. 4501 and/or Mrs. Poonnard Paocharoen, Certified Public Accountant No. 5238 of EY Office Limited.

Audit Committee to propose of EY Office Limited to be our company's auditors in 2020 for another year by the following auditors:

- Mrs. Saifon Inkaew Certified Public Accountant License No. 4434 and/or (Never audit the company's financial statements)
- 2. Mr. Termphong Opanaphan Certified Public Accountant License No. 4501 and/or (Audited the company's financial statement total period of 1 year, since 2019)
- Mrs. Poonnard Paocharoen Certified Public Accountant License No. 5238
   (Never audit the company's financial statements)
- Ms.Sineenad Jirachaikhueankhan Certified Public Accountant License No. 6287 (Never audit the company's financial statements)

And fix auditing fee as follows:

Unit: Baht

Description	2020	2019
Review of interim financial statements (for three quarters)	727,500	690,000
2. Audit of the statutory financial statements ended December 31,	992,500	980,000
Review other auditor's working papers	90,000	90,000
4. Review brought forwarded balance (only the first year)	None	50,000
Total	1,810,000	1,810,000

And propose to the Annual General Meeting of the shareholders to approve auditing fee for the year 2020 and acknowledge the 2020 auditing fee for the company's 5 subsidiaries. (The auditing fee of the subsidiary companies in 2020 may vary according to number of the subsidiary companies and/ or the actual work which would incur during the year.) as follows;

Unit: Baht

Description	2020	2019
S & J International Enterprises Public Company Limited	1,810,000	1,810,000
2. 5 subsidiary companies	1,285,000	1,130,000
3. Review brought forwarded balance (only the first year)	None	155,000
Total	3,095,000	3,095,000

For other services received for acknowledgement detailed as below:

Unit: Baht

Description	2020	2019
Observation on destroying products	Actual incur	80,000

Comment of The Board: Agreed with Audit Committee to propose to the shareholders to appoint Mrs. Saifon Inkaew Certified Public Accountant License No. 4434 and/or Mr. Termphong Opanaphan Certified Public Accountant License No. 4501 and/or Mrs. Poonnard Paocharoen Certified Public Accountant License No. 5238 and Ms.Sineenad Jirachaikhueankhan Certified Public Accountant License No. 6287 of EY Office Limited to be our company's auditors in 2020. By considering his work, independent, audit fee and qualifications according to company's regulations and rules of the Securities Exchange Commission and the Stock Exchange of Thailand. By appointing one of these auditors shall audit and express their opinion on the company's financial statements.

However, the proposed auditors have no relationship or no interest with the Company / subsidiary companies/ executives / major shareholders or the above related mentioned persons. The auditors of the 5 subsidiaries are auditors from EY Office Limited which is the same auditing firm as S&J.

**Voting resolution:** Based on majority votes of the shareholders present at the meeting and having voting rights

# Agenda 8 Approval of the amendment of clause 3 of the Memorandum of Associations (Company's objective) by additional 3 sub-clauses, previously had 52 clauses, to be 55 clauses in total.

<u>Fact and reason:</u> To be consistent with the strategy and current business operations as well as being able to support the company's business expansion in the future. Therefore, the amendment of causes 3 of the Memorandum of Associations (Company's objectives) by additional 3 sub-clauses, previously had 52 clauses, to be 55 clauses in total as per details as follows:

No.53 To import and export product tools and equipment as well as machines for medical, pharmaceutical scientific uses, including electric appliances, motors vehicles and other equipment, part and accessories for industry, agricultural uses as made of metal and plastic.

No.54 To manufacture, make to order, offer maintenance as well as distribute all the products, equipment and machines for medical, pharmaceutical scientific uses, including electric appliances, motors, vehicles and other equipment, parts and accessories for industry, agricultural uses as made of metal and plastic.

No.55 To act as broker, agent, commission agent in all types of activities and businesses in domestic and outside the kingdom except for the businesses of insurance search of memberships for associations and a broker for securities exchange and to appoint the representative and broker for the activities of the company's objectives.

<u>Comment of The Board</u>: The Board of Directors resolved to propose to the shareholders meeting to approve the amendment of causes 3 of the Memorandum of Associations (Company's objectives) by additional of 3 sub-clauses, previously had 52 clauses, to be 55 clauses in total.

<u>Voting resolution:</u> No less than three-fourths votes by the shareholders present at the meeting are required to pass the resolution.

### Agenda 9 Other matters (if any)

The Board of Directors hereby invites the shareholders to attend the meeting according to the time, date and place specified above. The registration for meeting attendance shall open 2 hours prior to meeting commencement, starting from 11.00 a.m. onwards. To ensure you full benefits and safeguard you own interest, should you need the company to clarify any proposed meeting agenda, you may send your inquiry in advance. Please see additional details per enclosure No.8

For your convenience, if you wish to appoint a person to attend and vote at the meeting on your behalf, please complete and duly execute proxy as attached herewith or per printed forms designed by the Ministry of Commerce or alternatively you may download proxy form of which there are three Proxy Forms: Form A, Form B or Form C from <a href="https://www.snjinter.com">www.snjinter.com</a>. In case of foreign investors who appoint custodian in Thailand to be keeper and safeguard shares may choose either proxy forms: Form A, Form B or Form C. For those who are not foreign investors who can only use either Form A or Form B. In addition, you may appoint Independent Director as your proxy from and amongst the Independent Directors whose their name and their profile are provided in <a href="https://energy.com/englished-com/

All documents that have to be returned to the Company no less than 3 working day prior to the meeting by address to :

Mr. Sumit Khopaiboon

Company Secretary

S & J International Enterprises Public Company Limited

2 Naradhiwas Rajanagarindra Rd., Tungwatdon, Sathorn, Bangkok 10120

In order to speed up and facilitate the registration process at the Annual General Meeting, it is kindly requested that the shareholder and/or the proxy bring the letter having the barcode or Proxy Form having the barcode, as attached in enclosure No.2, together with the identification documents for meeting attendance per enclosure No.7, and present them to the registration staff on the date of the meeting.

By the order of the Board of Directors

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(Mr.Thirasak Vikitset)

Managing Director

#### Enclosure No. 1

**Translation** 

# Minutes of 40<sup>th</sup> Annual General Meeting

# S & J International Enterprises Public Company Limited

The Meeting was held at the conference room of the Chao - Praya Room No.2 Montien Riverside Hotel, 372, Rama III Road, Kwaeng Bangklo, Khet Bangkholaem, Bangkok 10120 on Tuesday, April 23, 2019 at 13.00 a.m. presently being attended by 41 shareholders present in person, representing 26,339,622 shares or 17.57% of company shares already issued and paid-up. Accordingly, and 61 shareholders by proxy, representing 102,249,791 shares or 68.20% of company shares already issued and paid-up. Accordingly, thereby rendering the total number of shareholders and proxies attending the meeting to become 69 persons, representing total 102 shareholders, holding 128,589,413 shares or 85.77% of company shares already issued and paid-up. According to the company's article of association No.36, it requires shareholders and by proxies to attend the meeting not less than 25 shareholders or not less than a half of total shareholders and not less than 1/3 of total shares issued.

Mr.Boonkiet Chokwatana, Chairman of the meeting, welcomed and expressed thanks to all shareholders attending the Annual General Meeting of Shareholders No.40 on behalf of the Board of Directors. In addition, introduced company directors, executives, sub-committee directors, company secretary and auditor who were attending the meeting as follows:

Board of directors		
1. Mr.Boonkiet	Chokwatana	Chairman of the Board of Directors
		Chairman of the Nominating Committee and
		Chairman of the Remuneration Committee
2. Mrs.Tipaporn	Chokwatana	Vice Chairman of the Board of Directors
3. Mr.Thirasak	Vikitset	Managing Director
		Chairman of the Executive Board
		Director of the Nominating Committee and
		Director of the Remuneration Committee
4. Mr.Atthakorn	Glankwamdee	Deputy Managing Director
		Chairman of the Risk Management Committee
		Director of the Executive Board and
		Director of the Nominating Committee
5. Admiral Apichart	Pengsritong	Independent Director and
		Director of the Corporate Social Responsibility Committee
6. Mr.Amorn	Asvanunt	Independent Director and
		Chairman of the Audit Committee
7. Mrs.Pradittha	Chongwattana	Independent Director and
		Director of the Audit Committee
8. Mrs.Pismai	Chandrubeksa	Independent Director and
		Director of the Remuneration Committee

9. Mrs.Kaewta	Ongsaranakom	Director of the Board of Directors	
		Director of the Executive Board	
		Director of the Nominating Committee	
		Director of the Remuneration Committee and	
		Director of the Corporate Governance Committee	
10. Mrs.Malyn	Ungsurungsie	Director of the Board of Directors	
		Chairman of the Corporate Social Responsibility Committee	
		and Director of the Executive Board	
11. Mrs.Chitraporn	Vikitset	Director of the Board of Directors	
		Director of the Executive Board and	
		Director of the Nominating Committee	
12. Mrs.Teerada	Ambhanwong	Director of the Board of Directors	
13. Mr. Suthep	Dansiriviroj	Director of the Board of Directors	
14. POL.GEN.Somchai	Prabhasabhakdi	Independent Director	
		Director of the Audit Committee and	
		Chairman of the Corporate Governance Committee	
Director who is absent from the meeting due to performing other task.			

The Company's Directors attending in the Annual General Meeting of Shareholders No.40 were 14 persons equal to 93.33% of total directors.

Independent Director and

Director of the Audit Committee

Ongkosit

# Executives

1. Mr.Surong

1. Mr.Varith	Tritrapun	Chief Executive Financial Officer
2. Miss.Sumeth	Surachartchairit	Factory Department Manager and
		Director of the Executive Board
3. Mrs.Thongsuk	Auprathamprakun	Domestic Business Division Manager
		Director of the Executive Board and
		Director of the Corporate Social Responsibility Committee
4. Mrs.Patchara	Pongwichart	Human Resource Division Assistant Manager
		Director of the Executive Board and
		Director of the Corporate Governance Committee
Sub-Committees		
1. Mrs.Suthanya	Sumana	Director of the Executive Board and
		Director of the Risk Management Committee
		Zirosior or are raise management committee
2. Mrs.Daranee	Ajjaneeyakul	Director of the Executive Board and
2. Mrs.Daranee	Ajjaneeyakul	<u>-</u>
<ol> <li>Mrs.Daranee</li> <li>Mrs.Tanyanan</li> </ol>	Ajjaneeyakul Tantikovit	Director of the Executive Board and
		Director of the Executive Board and Director of the Risk Management Committee
3. Mrs.Tanyanan	Tantikovit	Director of the Executive Board and  Director of the Risk Management Committee  Director of the Corporate Social Responsibility Committee

6. Mrs.Worawan Tantrasadetee Director of the Corporate Governance Committee

7. Mrs.Jariya Thamvachiraporn Director of the Executive Board
 8. Miss.Kitsanarut Rassameesuriyan Director of the Executive Board

Company Secretary

Mr.Sumit Khopaiboon Account and Finance Section Manager

Director of the Executive Board and

Director of the Corporate Governance Committee

Auditor representatives and witness for counting vote from Dr.Virach & Associates Office Co.,Ltd.

Mr.Tirawot Loanapakul and Mr.Wittaya Ratanaponsan

Therefore, in this General Shareholders' Meeting, Chairman of the Board of Directors, Chairman of Sub – Committee, Chief Executive Financial Officer and Auditor representative also attended the meeting.

After that, Mr.Boonkiet Chokwatana, the Chairman, assigned Mr.Thirasak Vikitset, Managing Director and Mr.Sumit Khopaiboon, Company Secretary to conduct the meeting further according to the meeting agenda.

Mr.Thirasak Vikitset, Managing Director, assigned Mr.Sumit Khopaiboon, Company Secretary, to introduce the person who is audit in checking vote and counting vote also inform the meeting details and cast the vote process in this meeting.

Mr.Sumit Khopaiboon, Company Secretary, informed the Meeting that in order to carry out the meeting as transparent, Mrs.Kobsuk Sangsawas and Miss.Supanni Lueangsathit from Vira Law Office Co.,Ltd. to perform audit in checking vote and counting vote.

Beside, in order to conform to Corporate Governance relating to the protection of shareholders' rights and to provide fair and equal treatment to all shareholders, the Meeting made the following performance:

- The Company had provided the opportunity for shareholders to propose meeting agenda and/or nominate candidates to be elected as directors by providing the said information to the shareholders via the SET and company website during 15 November - 31 December 2018. No nominations of Directors and/or additional agenda were proposed by shareholders.
- 2. The Company provided shareholders with opportunities to send in questions in advance of the Annual General Meeting of Shareholders via E-mail address: sumit\_k@snjinter.com or registered mail to the company as specified in the notice of the meeting enclosure No.8. No questions were sent in advance of the Meeting.
- 3. The Company provided opportunity to shareholders who cannot attend the meeting may appoint an independent director as a proxy on behalf of the shareholders. Which, brief contains information in the notice of the meeting enclosure No.5.

For the Meeting details and cast the vote process in this meeting, it is in accordance with the Company's Article of Association No.43 that is one share was equal to one vote. The casting of vote with revelation, the shareholder could cast of vote with approval, disapproval or abstention in each agenda. Counting of vote regarded especially from disapproval and/or abstention included voided ballots (if any) by deducting from the all attended votes. Remaining balance votes will be accounted as agree for that agenda. In case of shareholders gave proxies to other person to attend the meeting and casting their vote per shareholders' desire by delivered proxies in advance, the company registered votes per shareholders' desire in compiling information system.

In voting, a ballot is considered voided when, a shareholder cast on more than the permitted number of votes or when there was no signature of meeting participants ratifying the strikethrough information on the ballot.

In case there are any shareholders after the meeting commenced, the shareholders have the right to cast their votes according to the remaining agenda and we will account their votes as part of the meeting and include it in the meeting report. The company will only inform the shareholders to acknowledge in case there is an additional shareholders attending the meeting.

For the orderly and transparent vote, Company will count the vote with Barcode System which shareholders will see on screen simultaneously by dividing into the case as follows:

- Any agenda, except the agenda of election of company director, In case of disapproval or abstention vote, the shareholders/ proxies have to raise their ballot paper. The company officers will distribute voting card, please fill in the voting card with signature, and return back to the officer.
- 2. The election of company director agenda, please specify opinion to elect company director individually with signature. In case of disapproval or abstention vote in the election of company director, the shareholders/proxies have to raise their ballot paper. The company officers will collect voting card from all shareholders at the end of this agenda.

In their capacity as shareholders, company directors informed the meeting of their wish to cast votes in accordance with the proposal by the Board of Directors for each meeting agenda. In case the director was assigned to vote by the shareholder, his or her voting would have to comply with such instruction specified by the shareholder in the proxy appointment letter. And in the meeting if shareholders have any questions, please raise their hands and introduce yourself for ask questions on the agenda.

Mr.Thirasak Vikitset, the Managing Director, conducted the meeting which composed of 8 agendas as follows:

Prior to the commencement of agenda 1, there were no additional shareholders/appointed proxies attending the meeting.

# 1. Certification of The Minutes of the 39<sup>th</sup> General Shareholders' Meeting held on Tuesday April 24, 2018

Mr.Thirasak Vikitset, Managing Director, asked the meeting to consider and approve the minutes of 39th General Meeting of Shareholders held on Tuesday April 24, 2018. The company prepared the Minutes of such Meeting and submitted to the Stock Exchange of Thailand and Ministry of Commerce within 14 days according to the requirement of the laws and also already posted on the Company's website (www.snjinter.com) and also sent out the minutes together with the invitation letter to the shareholders which the Board of Directors already approved the minute.

Mr.Thirasak Vikitset, Managing Director, provided an opportunity for shareholder questions but no question was posed by any shareholder. The matter was thereby submitted to the meeting for consideration.

<u>Meeting resolution</u> After consideration, the resolution was adopted by unanimous votes out of the total votes of the shareholders attending the meeting and having the rights to vote as follows:

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage (%)	100.00	-	-	-

Prior to the commencement of agenda 2, there were no additional shareholders/appointed proxies attending the meeting.

#### 2. Acknowledgement of the Report of the Board of Directors for 2018.

Mr.Thirasak Vikitset, Managing Director, informed the meeting that, the report by The Board of Directors and the company's performance results for year 2018 were published in the 2018 Annual Report in QR Code and Invitation letter or Registration form which was sent out in advance together with Notice on arrangement to shareholders. The Board of Directors' commented the reports were correct and complete in accordance with the requirements of the Securities Exchange Commission (SEC) and the Stock Exchange of Thailand as follows:

Consolidated	2018	2017	differentiated	
Consolidated	(Unit : Million baht)	(Unit : Million baht)	Million baht	%
Total revenues	5,121	5,182	(61)	(1.18)
Total expenses	4,743	4,888	(145)	(2.97)
Profit attributable to equity holder of the Company	347	274	73	26.64
Earnings per share (baht)	2.32	1.83	0.5	26.78

- Total revenues of Baht 5,121 Million (comprise of revenue from sale of Baht 4,813 Million and other incomes of Baht 266 Million and Share of profit from investments in associates of Baht 42 Million.) decreased from prior year of Baht 61 Million, mainly due to decreased in revenue from sales of Baht 137 Million, from decreasing in export sales of Baht 209 Million accounting for 26.09% due to decreased in overseas sales of cosmetic products while increased in local sales of Baht 73 Million, due to increased in market share in sales of food packaging products. In addition the Company had gain on disposal of investment in available-for-sale securities of Baht 87 Million, which represented in a part of other income.
- Total expense of Baht 4,743 Million decreased from prior year of Baht 145 Million mainly due to
  - Decrease in cost of sales of Baht 187 Million from prior year while the ratio of cost of sales to sale decreased from prior year at 1.7%, due to effectively in costing management and profitability resulting increase in gross profit.
  - Decrease in administration expense of Baht 12 Million due to decreases in rental expenses from area management for optimization, meanwhile controlling overall expenses properly.
- Profit attributable to equity holders of the parent of Baht 347 Million, increased from prior year of Baht 73 Million
  accounting for 26% due to increase in profitability from costing management and decreased in administration
  expenses as the above said.

Mr.Thirasak Vikitset, Managing Director, has reported the progress in Anti-Corruption. After, the Company has been a member of the Private Sector Collective Action Coalition Against Corruption on October 14, 2016 and re- certified a member in 2019 by proceed continuously as follows.

- 1. The Company has adopted the Anti-corruption as a part of the Human administration as the recruitment, selection, orientation, personnel evaluation and determining remuneration.
- Reviewed and revised the Anti-Corruption Compliance, and Rule of practices in order to be the guidelines for directors, executives and employees to conduct and comply with the anti-corruption policy as corporate culture to not accept any forms of corruption whether direct or indirect.
- 3. Prepared the Corporate Governance Code (revised No.2) and sent to directors, executive, employee and supplier. And published via the company website.
- 4. Training on Good corporate governance and anti-corruption to build consciousness for persons of organization.
- 5. Review the compliance of the Anti-Corruption policy by Internal Audit.
- 6. Communicate Anti-Corruption policy and the Anti-Corruption Measure Manual in the company and outsider through various channels such as the Company's Website, Brochures, etc.
- 7. Participate in Anti-Corruption Day activities.

In 2018, the company did not find any significant defect issues regarding corruption or operations that are inconsistent with the law or related terms as well as violating the code of conduct in any way.

Mr.Thirasak Vikitset, Managing Director, provided an opportunity for shareholder questions but no question was posed by any shareholder, and informed the meeting that this acknowledgement agenda requiring no vote-casting, and proceeded to next meeting agenda.

Prior to the commencement of agenda 3, there were no additional shareholders/appointed proxies attending the meeting.

# 3. Approval of The Financial Statements for the year ended December 31, 2018.

Mr.Sumit Khopaiboon, Company Secretary, informed the meeting that the company had published Financial Statements, consist of Statements of Financial Position, Statement of Income, Statements of Comprehensive Income, Statements of changes in shareholders' equity, Statement of Cash Flows and notes to the financial statements, which were prepared in accordance with generally accepted accounting standards as well as audited and certified by auditor and agreed by Audit Committee and Board of Directors per details shown in the 2018 Annual Report from page 118 – 172, can be download from QR Code which was forwarded to the shareholders in advance together with invitation letter in summary as follows:

(Unit: Million Baht)

Descriptions	Consolidated		financial statements			%
	2018	2017	of change	2018	2017	of change
Total Assets	4,877	5,054	(3.50)	4,032	4,159	(3.50)
Total Liabilities	992	1,230	(19.35)	830	1,028	(19.26)
Shareholders' Equity	3,885	3,824	1.60	3,202	3,131	2.27
Revenues from sales	4,813	4,950	(2.77)	3,826	4,064	(5.86)
Profit Attributable to equity holders of the parent company	347	274	26.59	378	325	16.22
Earnings per Share (Baht)	2.32	1.83	26.78	2.52	2.17	16.13

Mr.Sumit Khopaiboon, Company Secretary, provided an opportunity for shareholder questions but no question was posed by any shareholder. The matter was thereby submitted to the meeting for consideration.

<u>Meeting resolution</u> After consideration, the resolution was adopted the Financial Statements for the year ended December 31, 2018 by unanimous votes out of the total votes of the shareholders attending the meeting and having the rights to vote as follows:

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage (%)	100.00	-	-	-

Prior to the commencement of agenda 4, there were no additional shareholders/appointed proxies attending the meeting.

## 4. Approval of the 2018 Appropriation of Profit and Dividend payment.

Mr.Thirasak Vikitset, Managing Director, reported to the meeting that, based on its separate financial statements for 2018, the company posted the following results:

Appropriated Retained Earnings	1,788,680,469.24	Baht
Deduct Dividend (1.20 Baht/share)	(179,916,993.60)	Baht
Plus Profit for year 2018	377,691,374.14	Baht
Unappropriated retained earnings	1,590,906,088.70	Baht

The board proposed appropriation of profit as follows:

## 1. Legal reserved:

Not to seek further profits allocation for statutory reserve as required by law, since the company has earlier fulfilled its statutory reserve to the level of 10% of its registered capital as required by law already.

# 2. Dividend:

The company has a policy to pay dividends regularly to shareholders at the rate of 20-80% of net profit of the Company's separate financial statement.

According to resolution of the Board of Directors meeting No 2/2019 held on February 26, 2019, the Board of Directors resolved to propose for dividend payment at the rate of Baht 1.26 per share amounting Baht 188,912,843.28 accounting for 50.02% of net of total profit for the year 2018. The dividend payments from unappropriated retained earnings divided into 2 parts as follows:

- (1) Dividend at the rate of 0.62 baht per share to be appropriated from the company's retained earnings subject to 23% corporate income tax deduction which an individual shareholders are able to credit tax refund equal to dividend multiplied by 23/77 according to the Revenue Code Section 47 bis.
- (2) Dividend at the rate of 0.64 baht per share to be appropriated from the company's retained earnings subject to 20% corporate income tax deduction which an individual shareholders are able to credit tax refund equal to dividend multiplied by 20/80 according to the Revenue Code Section 47 bis.

Proportion of the said dividend payment is in line with company's dividend payment policy set forth and there is no impact on company's cash flow. Which, the company still have unappropriated retained earnings to be carried forward is amounting to 1,599,767,625.96 baht.

The record date to determine names of shareholders who have rights to receive dividend payment for 2018 will be on May 3, 2019 and to be paid on May 22, 2019.

Mr.Thirasak Vikitset, Managing Director, provided an opportunity for shareholder questions but no question was posed by any shareholder. The matter was thereby submitted to the meeting for consideration.

<u>Meeting resolution</u> After consideration, the resolution was adopted by unanimous votes out of the total votes of the shareholders attending the meeting and having the rights to vote as follows:

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage (%)	100.00	-	-	-

Prior to the commencement of agenda 5, there were no additional shareholders/appointed proxies attending the meeting.

# 5. Appointment the election of directors in replacement of retiring directors

Mr.Thirasak Vikitset, Managing Director, informed the meeting that, according to The Public Company Act B.E.2535 Section 71 and Article 21 of the Company's Articles of Association, which specified that "one-third of the sitting directors would be required to retire by rotation at the time of each annual general meeting of shareholders. In the case where such directors number could not be equally divided into 3 portions, the closest to such one-third number would apply, whereas the longest-remaining directors would be due to retire in the following year. The retiring directors would be eligible for re-election as directors."

At present, The Board of Directors has 15 members, whereby 5 directors were due to retire at this shareholders' meeting as follows:

1. Mr. Boonkiet	Chokwatana	Chairman of the Board of Directors,
		Chairman of the Nominating Committee and
		Chairman of the Remuneration Committee
2. Mrs.Tipaporn	Chokwatana	Vice Chairman of the Board of Directors
3. Prof.Dr.Malyn	Ungsurungsie	Company Director,
		Chairman of the Corporate Social Responsibility Committee and
		Executive Director
4. Mrs.Chitraporn	Vikitset	Company Director, Executive Director and
		Director of the Nominating Committee
5. Mr.Surong	Ongkosit	Independent Director and
		Director of the Audit Committee

In this regard, Mr.Surong Ongkosit indicated his intention not to seek re-nomination.

The company had earlier provided shareholders with the opportunity to nominate candidates to be elected as directors prior to the general meeting of shareholders. However, no shareholder submitted the name of person to be considered for the election of directors.

The Board of Directors excluding the retiring directors, including Mr.Boonkiet Chokwatana and Mrs.Chitraporn Vikitset who are Directors of the Nomination Committee having possible conflict of interests, discussed in great details and agreed with the Nomination Committee that all above 4 mentioned retiring directors to be proposed to be reseated as the company's directors for another term. Those nominated directors have well knowledge, high competency, being professional on several expertise, experiences on which contributed for the benefit and success of the Company during performing as Directors and Sub-Committee. They expressed opinions, recommendations, and undertook amount of work beneficially to the Company. At the same time, to consider the election of Assist.Prof.Dr.Pongchai Athikomrattanakul to replace Mr.Surong Ongkosit, the retiring director who wished not to seek re-nomination. Which, he has knowledge in corporate strategy and logistics & supply chain management, as well as the Board of Directors endured that candidates did not process any qualification restriction or forbidden aspect as specified in Section 68 of The Public Company Act B.E. 2535, and the requirement of The Securities and Exchange Commission.

And according to Section 86 of Public Limited Companies Act B.E.2535: "A public company director is not allowed to engage in similar businesses and compete against the company for either his own or other benefit unless the candidate disclosed his business dealing to the shareholders prior to the election". Therefore, please be informed that the proposed director is director of another company engaging in similar businesses and/or competing with S&J is Mrs. Tipaporn Chokwatana who is a Vice Chairman of the Board of Directors of International Laboratories Co.,Ltd. who served as director of other company that operate business at the same nature and in competition with the company.

The profile of these 5 persons being nominated as directors and definitions of independent director, had earlier been sent out to the shareholders together with the notice of the meeting.

Since this agenda required direct vote-casting by the meeting, all meeting attendants were required to cast own votes, indicating whether approval, disapproval, or abstention votes, for each director in the ballots. Once the voting for all 5 directors were completed, the meeting staff then collected those ballots duly signed by the attendants, for further tallying and recording purpose.

The meeting was requested to cast votes to elect the directors on an individual basis, replacing those 4 retiring upon term completion and to elect 1 new director to replace the retiring director who wished not to seek re-nomination, according to the following order:

Mr. Boonkiet Chokwatana
 Mrs.Tipaporn Chokwatana
 Prof.Dr.Malyn Ungsurungsie
 Mrs.Chitraporn Vikitset

5. Assist.Prof.Dr.Pongchai Athikomrattanakul

<u>Meeting resolution</u> After deliberation, the meeting resolved to elect the directors to replace those retiring upon term completion, by unanimous votes for each individual director as follows:

## 1. Mr. Boonkiet Chokwatana

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage* (%)	100.00	-	-	-

# 2. Mrs.Tipaporn Chokwatana

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage* (%)	100.00	-	-	-

# 3. Prof.Dr.Malyn Ungsurungsie

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage* (%)	100.00	-	-	-

# 4. Mrs.Chitraporn Vikitset

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage* (%)	100.00	-	-	-

### 5. Assist.Prof.Dr.Pongchai Athikomrattanakul

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage* (%)	100.00	-	-	-

Remark: \* Representing the total votes of shareholders attending the meeting and having the rights to vote.

Therefore, There are 15 members for directors of the company in 2019 as per listed below:

1. Mr.Boonkeit Chokwatana 2. Mrs.Tipaporn Chokwatana 3. Mr.Thirasak Vikitset 4. Mr.Atthakorn Glankwamdee 5. Mrs.Kaewta Ongsaranakom 6. Prof.Dr.Malyn Ungsurungsie 7. Mrs.Chitraporn Vikitset 8. Mrs.Teerada Ambhanwong 9. Mr.Suthep Dansiriviroj

From sequence.10-15 are the independent directors 6 persons, which are 1 in 3 of The Board of Company or 40%

10. Admiral Apichart Pengsritong
11. Mrs.Pismai Chandrubeksa
12. Mr.Amorn Asvanunt
13. Mrs.Pradittha Chongwattana
14. POL.GEN.Somchai Prabhasabhakdi
15. Assist.Prof.Dr.Pongchai Athikomrattanakul

By having the Audit committee as follows:

Mr. Amorn Asvanunt
 Mrs.Pradittha Chongwattana
 POL.GEN.Somchai Prabhasabhakdi
 Assist.Prof.Dr.Pongchai Athikomrattanakul

Prior to the commencement of agenda 6, there were no additional shareholders/appointed proxies attending the meeting.

## 6. Approval of directors' remuneration.

Mr.Thirasak Vikitset, Managing Director, informed that According to the regulations of the company No.32, "The company is not allowed to pay money or provide any property to the directors, except for the remuneration under their right and other kind of benefits normally provided to those appointed as the directors of the company which exclude remuneration and benefits receive as company's employee". The shareholders' meeting had earlier approved annual directors' remuneration budget not exceeding Baht 15 million and assigned The Remuneration Committee to allocate said budget amount as authorized by the shareholders' general meeting.

For year 2018, the company has allocated remuneration budget to the directors for total amount Baht 12,709,000 according to the details as follows:

Detail	Amount (Baht)
Annual remuneration for The Board of Directors	11,450,000
Meeting allowances for The Board of Directors	756,000
Meeting allowances for The Audit Committee	195,000
Meeting allowances for The Nomination Committee	76,000
Meeting allowances for The Remuneration Committee	68,000
Meeting allowances for The Risk Management Committee	20,000
Meeting allowances for The Corporate Social Responsibility Committee	72,000
Meeting allowances for The Corporate Governance Committee	72,000

For the year 2019, the Board of Director has considered/agreed with the Remuneration Committee proposed. The Meeting was asked to approve this the Company to pay Remuneration fee to the Directors in the amount not exceeding Baht 15.0 million, equal to last year. Does not include compensation or other benefits received as, officer or employee of the Company. By comparing with the level in the same practice, including the authority and responsibility. The Board of Directors asked the committee to consider compensation in the amount allocated to shareholders' approval. The amount limit is effective from date the meeting approved until the next change. Payment are as follows.

## 1. Annual remuneration :

Payment is paid to all directors. The Remuneration Committee will allocate the remuneration on basis of principle, operational results and propose to the Board of Directors.

### 2. Meeting fee:

	2019 (Bal	nt/Time)
	Chairman	Director
Board of Directors	12,000	9,000
The Audit Committee	,000	3,000
The Nomination Committee,		
The Remuneration Committee,		
The Risk Management Committee,	10,000	8,000
The Corporate Social Responsibility Committee,		
The Corporate Governance Committee		

For every meeting fee, payment is paid to attending directors only. In case of there is a meeting more than 1 time in each month, it accounts to receive the meeting fee not exceeding 1 time.

#### 3. Other remuneration:

The Company did not pay any other compensation or other benefits to Director besides the aforementioned.

All this until there are changes. By the Annual remuneration paid may not exceed the limit approved by the shareholders 'meeting.

Mr.Thirasak Vikitset, Managing Director, provided an opportunity for shareholder questions but no question was posed by any shareholder. Which, this agenda was requested to approval the resolution, whereby not less than 2/3 of the votes present at the meeting. The matter was thereby submitted to the meeting for consideration.

<u>Meeting resolution</u> After consideration, the resolution was adopted by unanimous votes out of the total votes of the shareholders attending the meeting as follows:

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage (%)	100.00	-	-	-

Prior to the commencement of agenda 7, there were no additional shareholders/appointed proxies attending the meeting.

#### 7. Appointment of an auditor and fixing of the auditing fee.

Mr.Sumit Khopaiboon, Company Secretary and Account and Finance Section Manager, informed the meeting that according to Article 49 of the Company's Articles of Association specified that "the auditor shall not be a director, staff member, employee or a person holding any office or having any duty in the company." and Article 50 specified that "the auditor shall be appointed annually by the general meeting of shareholders. A retiring auditor may be re-appointed." The auditor of company for the year 2018 was Dr.Virach & Associates Office Co.,Ltd. Name as follows:

1. Mr.Chaiyakorn Aunpitipongsa Certified Public Accountant No. 3196

Audited the company's financial statement in 2014

2. Dr.Virach Aphimeteetamrong Certified Public Accountant No. 1378

Audited the company's financial statement in 2011-2013

3. Mr.Apiruk Ati-anuwat Certified Public Accountant No. 5202

Never audit the company's financial statements

4. Mr.Preecha Saun Certified Public Accountant No. 6718

Audited the company's financial statement in 2015-2017

With the audit fee is Baht 1,505,000.00 and other service fee is observation on destroying products, amounting of Baht 61,545.00

In 2019, The company has a policy to change auditors and there was auditing firm proposed to service and audit fee to the Company, which the Audit Committee considered and selected auditors with consideration of the complete qualifications according to the Company's Articles of Association and the Regulations of the Securities and Exchange Commission, Independence, professional standard and performance. Moreover, quality of work and the remuneration fee compared with audit fee of the other Listed Company in the same level. Audit Committee had opinioned that EY office Limited, auditing company is able to support increasing work with quality of the Company and audit fee is reasonable. The Board of Directors had opinioned that it should propose to General Meeting of Shareholders to appoint. Name as follows:

1. Mrs.Saifon Inkaew Certified Public Accountant License No.4434 and/or

2. Mr.Termpong Opanaphan Certified Public Accountant License No.4501 and/or

3. Mrs.Poonnard Paocharoen Certified Public Accountant License No.5238

of EY Office Limited to be the Company's Auditor for the year 2019 which all 3 persons have never been signed as an auditor for the company's Financial Statements.

Furthermore, the above auditors from EY Office Limited recommended for further appointment by the shareholders' meeting, were from the same auditing office as those auditors acting as company auditors for the company's subsidiaries. Auditors of The Company and the subsidiaries were independent and do not have any prior relationship or any stake holding interests in both the company or its subsidiaries, and are not related to their management, major shareholders, or other parties related to those persons.

Details of auditing fee for year 2019 are as follows.

Description	2019 (Baht)
Review of interim financial statements	690,000.00
2. Audit of the statutory financial statements	980,000.00
3. Review other auditor's working papers	90,000.00
Review brought forwarded balance (only the first year)	50,000.00
Total	1,810,000.00

At the same time, to inform the shareholders' meeting of the audit remuneration budget for the 5 subsidiary companies, total amount Baht 1,285,000 consist of auditing fee is Baht 1,130,000.00 and review brought forwarded balance (only the first year) is Baht 155,000.00, which this payments were made only for audit services without any other payment for non-audit services. Audit fee of the subsidiary companies in 2019 based on a number of its subsidiaries and / or the actual amount of work incur during the year.

For other services received from EY Office Limited are as follows:

Description	2019 (Baht)
Observation on destroying product	Actual incur

Mr.Sumit Khopaiboon, Company Secretary and Account and Finance Section Manager, provided an opportunity for shareholder questions but no question was posed by any shareholder. The matter was thereby submitted to the meeting for consideration.

<u>Meeting resolution</u> After consideration, the resolution was adopted by unanimous votes out of the total votes of the shareholders attending the meeting and having the rights to vote as follows:

	Approval	Disapproval	Abstention	Voided ballots
Amount of Shareholders	102	-	-	-
Amount of Shares	128,589,413	-	-	-
Percentage (%)	100.00	-	-	-

Prior to the commencement of agenda 8, there were no additional shareholders/appointed proxies attending the meeting.

## 8. Other matters (if any)

After completing the deliberation of the meeting agenda, Mr.Thirasak Vikitset, Managing Director, provided an opportunity for shareholder questions or comments relating to the meeting. The Shareholder presented his question and comment to the meeting which could be summarized as follow:

Mr.Samrerng Manoonpol (Shareholder) Admired the Board of Directors for their performance in this year and wish the further progress in business performance and pay more dividends to shareholders.

Mr.Thirasak Vikitset (Managing Director) Thank you to the shareholders for giving suggestions

There was no any other matter. Mr.Thirasak Vikitset, Managing Director, informed to the meeting don't have Voided ballots in the cast votes, and then invited Mr.Boonkiet Chokwatana, The Chairman to close the meeting.

Mr.Boonkiet Chokwatana, The Chairman, thanked all shareholders for taking the time to attend the meeting.

The meeting adjourned at 2.00 p.m.

Mr.Boonkiet Chokwatana

(Mr.Boonkiet Chokwatana)

Chairman

Minute recorder

Mr.Sumit Khopaiboon

(Mr.Sumit Khopaiboon)

**Company Secretary** 

1. Name : Mr.Thirasak Chokwatana

Age : 68 years old

Nationality : Thai

Education :

- MBA. Clark University -Worcester, Massachusetts, U.S.A.

- B.S.Engineering - Worcester Polyteching Institute, Massachusetts, U.S.A.

### Training Director Program:

- Director Accreditation Program (DAP) class 3/2003

- Director Certification Program (DCP) class 68/2005

By Association of Thai Institute of Directors (IOD)

Type of directorship being nominated : Company director having been endorsed by the Nominating Committee

Position in the company : Managing Director, Chairman of the Executive Board, Director of the

Nominating Committee and Director of the Remuneration Committee

Date of Appointment : April 30, 1985

Number of years as director : 35 years

Year in total until end of this tenure : 38 years

**Experience, Knowledge/Expertise**: Planning for business strategy, business development, human

development to cope with market changing. Integrative marketing

#### Work experiences

	Number Director / Executive position			Director/Executive position		
Number			Non-listed company	in compe	mpany engaging stitive / related sses Number	
1 company	1996 – Present	- Director of Sahacogen (Chonburi) PLC.	19 companies	-	-	

Company shareholding (personal/spouse/child under legal age) 2,661,174 shares = 1.77 %

Meeting attendance record in 2019 : The General shareholders meeting 2019 1/1 time

The Board of Directors' meeting 6/6 times
The Executive Board meeting 13/19 times
The Nominating Committee meeting 2/2 times
The Remuneration Committee meeting 2/2 times



2. Name : Mrs.Teerada Ambhanwong

Age : 49 years old

Nationality : Thai

Education : Master of Marketing, Sasin Graduate Institute of Business

Administration, Chulalongkorn University

## **Training Director Program:**

- Director Accreditation Program (DAP) class 3/2003

Director Certification Program (DCP) class 51/2004
 By Association of Thai Institute of Directors (IOD)

Type of directorship being nominated : Company director having been endorsed by the Nominating Committee

Position in the company : Company Director

Date of Appointment : April 26, 1998

Number of years as director : 22 years
Year in total until end of this tenure : 25 years

Experience, Knowledge/Expertise : Marketing, Brand Management, Product Business Development, Product

development Distribution, a joint venture of International Trade, Fashion

and Lifestyle Business.

#### Work experiences

Listed Company		Non-listed company		xecutive position in other engaging in competitive /	
Number	Dir	ector / Executive position		related businesses Number	
2	2008 - Present	- Managing Director of O.C.C. PLC.	16	2011-	- Director of International
companies	1999 – Present	- Director of People's Garment PLC.	Companies	Present	Laboratories Co.,Ltd.

Company shareholding (personal/spouse/child under legal age) 867,857 shares = 0.58 %

Meeting attendance record in 2019 : The General shareholders meeting 2019 1/1 time

The Board of Directors' meeting 6/6 times

3. Name : Mr.Suthep Dansiriviroj

Age : 71 years old

Nationality : Thai

**Education**: B.A. Accountancy (Honors), Thammasat University.

# **Training Director Program:**

- Director Accreditation Program (DAP) class 32/2005

- Director Certification Program (DCP) class 60/2006

- Risk Management Committee Program (RMP) 5/2014

By Association of Thai Institute of Directors (IOD)

Type of directorship being nominated : Company director having been endorsed by the Nominating Committee

Position in the company : Company Director

Date of Appointment : April 22, 2014

Number of years as director : 6 years

Year in total until end of this tenure : 9 years

Experience, Knowledge/Expertise : Business administration, Accounting and Finance

# Work experiences

Listed Company		Non-listed company		xecutive position in	
Number	Dire	ector / Executive position		competitive / related businesses Number	
1	1996 -Present	- Director of Sahacogen (Chonburi)	1 Company	-	-
company		PLC.			

Company shareholding (personal/spouse/child under legal age): None

Meeting attendance record in 2019 : The General shareholders meeting 2019 1/1 time

The Board of Directors' meeting 5/6 times



4. Name : Mr.Amorn Asvanunt

Age : 71 years old

Nationality : Thai

Education : - M.B.A Bowling Green State University, Ohio, U.S.A.

- B.A.Accountancy, Chulalongkorn University.

- Stanford-NUS Executive Program, Stanford University
In conjunction with the National University of Singapore

- Changing Organizational Behavior Program, Wharton School,

University of Pennsylvania, USA

Training Director Program: Director Accreditation Program (DAP) class 4/2003

By Association of Thai Institute of Directors (IOD)

Type of directorship being nominated: Independent director having been endorsed by the Nominating

Committee and Board of Director has independent.

Position in the company : Independent Directors , Chairman of the Audit Committee

Date of Appointment : April 24, 2017

Number of years as director : 3 years

Year in total until end of this tenure : 6 years

Experience, Knowledge/Expertise : Accounting and Finance

# Work experiences

		Listed Company	Non-listed	Directo	or/Executive
Number	Director / Executive position		company	engaging related	other company in competitive / businesses lumber
4 companies	1999- Present	- Independent Director / Director of the Audit	1 Company	-	-
		Committee			
	2006- Present	- Risk Management			
		I.C.C International PLC			
	2002- Present	- Independent Director / Director of the Audit			
		Committee			
		Sahacogen (Chonburi) PLC			
	2002- Present	- Independent Director / Director of the Audit			
		Committee			
		Far East Fame Line DDB PLC.			
	2005- Present	- Independence director / Chairman of			
		Nominating Committee / Director of Risk			
		Management and Remuneration Committee			
		Krungthep Sophon Plc.			



# Additional qualifications required for independent director nomination

Characteristic of Conflict of interest	Nominated Independent Director  Mr.Amorn Asvanunt
Company shareholding	
- Number of Share	None
- % Holding of all voting right	None
Nature of relationship with company/ parent company/ affiliated and	
associated companies or juristic persons with potential conflicts of interest	
at present and during the past two years.	
1. Being or not being executive directors, staff members, employees or	
advisers who earn salaries from Company.	No
2. Being or not being professional service providers (e.g., auditors, legal	
advisers).	No
3. Material business relationships, existent or not, with Company in such	
a way that may affect their independence (e.g. selling and buying of	No
rawmaterials /goods/services or lending and borrowing money). If any,	No
please specify the values of such transactions.	

Meeting attendance record in 2019 :	The General shareholders meeting 2019	1/1	time
	The Board of Directors' meeting	6/6	times
	The Audit Committee meeting	5/5	times

**5. Name** : Mrs.Pradittha Chongwattana

Age : 70 years old

Nationality : Thai

Education : Faculty of Law Thammasat University

Training Director Program: Director Certification Program (DCP) class 5/2001

By Association of Thai Institute of Directors (IOD)

Type of directorship being nominated: Independent director having been endorsed by the Nominating Committee

and Board of Director has independent.

Position in the company : Independent Director and Director of the Audit Committee

Date of Appointment : April 22, 2002

Number of years as director : 18 years
Year in total until end of this tenure : 21 years
Experience, Knowledge/Expertise : Legal

Work experiences:

Listed Company Director/Executive position Non-listed				xecutive position in other	
Number	Number Director / Executive position		company		engaging in competitive / I businesses Number
-	-	-	2 Companies	-	-

# Additional qualifications required for independent director nomination

Characteristic of Conflict of interest	Nominated Independent Director  Mrs.Pradittha Chongwattana
Company shareholding	
- Number of Share	168,548
- % Holding of all voting right	0.11%
Nature of relationship with company/ parent company/ affiliated and	
associated companies or juristic persons with potential conflicts of interest	
at present and during the past two years.	
4. Being or not being executive directors, staff members, employees or	No
advisers who earn salaries from Company.	
5. Being or not being professional service providers (e.g.,auditors, legal	No
advisers).	No
6. Material business relationships, existent or not, with Company in such	
a way that may affect their independence (e.g. selling and buying of	Na
rawmaterials/goods/services or lending and borrowing money). If any,	No
please specify the values of such transactions.	

Meeting attendance record in 2019 : The General shareholders meeting 2019 1/1 time

The Board of Directors' meeting 6/6 times
The Audit Committee meeting 5/5 times

#### **Definition of the Independent Directors**

As in compliance with the rules and regulations of Capital Market Supervisory Board means the persons who

- Do not hold more than 1% of total shares entitled to vote of the company, its parent company, subsidiary, affiliate, major shareholder or those who have authorities of the company. This includes shares held by any person related to a certain independent director.
- 2. Are not or have never been directors who have any role as executive officers, employees, staff, advisors who earn regular salary, or those who have authorities of the company, its parent company, subsidiary, affiliate, same-level subsidiary, major shareholder or of those who have authorities of the company. This excludes those who have quitted from the above-mentioned responsibilities for more than two years before the day they are nominated as independent directors and then the forbidden nature as mentioned not include in case. Who was the officials or advisors of Government who was the major shareholder or those who have authorities of the company.
- 3. Are not persons who have relations by consanguinity or by legalization as fathers, mothers, spouses, brothers or sisters, children, or spouses of children of the executive officers, major shareholders, those who have authorities, or persons who will be proposed as executive officers or those who have authorities of the company or subsidiary.
- 4. Do not have or have never had any business relations with the company, its parent company, subsidiary, affiliate, major shareholder or those who have authorities of the company in such a manner that it may be an obstacle for them to execute their independent discretion. In addition, they are not or have never been major shareholders, directors unless otherwise they are independent directors, or executive officers of any person who has a business relations with the company, its parent company, subsidiary, affiliate major shareholder or those who have authorities of the company who may have conflicts of interest except that they have quitted from the above-mentioned responsibilities for more than two years before the day they are nominated as independent directors.

Business relations as stated above includes trade transactions which are normally performed to run business on renting or letting real estate, transactions related to assets or services, or bail-out by receiving or giving loan, pledge, and collateral in addition to other acts similar to the above-mentioned which cause that requesters or partners of contract have a debt to pay to another party at the minimum of three percentage of net tangible assets or twenty million baht or more provided that which is less. The calculation of the debt is based on adaptation of the method of calculation of the related transactions in accordance with the Notification of The Capital Market Supervisory Board on "Disclosure of Information and Other Acts of Listed Companies Concerning the Connected Transactions". But to consider the aforementioned debt, any debt occurred during one year prior to the day that business relations with the same person has been done is also included.

- 5. Are not or have never been auditors of the company, its parent company, subsidiary, affiliate, major shareholder or those who have authorities of the company who may have conflicts of interest; as well as major shareholders, directors unless otherwise they are independent directors, executive officers or managing partners of the audit firms which are auditors of the company, its parent company, subsidiary, affiliate, major shareholder or those who have authorities of the company who may have conflicts of interest except that they quitted from the above-mentioned responsibilities for more than two years before the day they are nominated as independent directors.
- 6. Are not or have never been involved in any kind of professional jobs, in addition to legal advice or financial advice, with the remuneration as for the service fee at the amount of 2 million baht per annum from the company, its parent company, subsidiary, affiliate, major shareholder or those who have authorities of the company who may have conflicts of interest. It is also included if they are major shareholders, directors unless otherwise they are independent directors, executive directors, or managing partners of the juristic entities that provide them such kinds of professional services except that they quitted from the abovementioned responsibilities for more than two years before the day they are nominated as independent directors.
- 7. Are not directors who are assigned to be representatives of the directors of the company, its major shareholders, or shareholders who have connection with the major shareholders of the company.
- 8. Do not have business that have a similar condition and compete with the affair of company or subsidiary, the significant partner in the partnership, Director participants managed, employees or officer, advisors receive a regular salary, holding more than one percent of all authorized shares of other companies which runs business that have a similar condition and competition to effect business of company or subsidiary.
- 9. Are not assigned with any kind of other responsibilities that shall be obstacles for them to give their independent opinions in regard to the business operations of the company.

If the Capital Market Supervisory Board issues a notification of any change in regard to qualification of independent directors, the independent directors of the company must possess all qualifications as stated in new issued notification entirely.

After being appointed as independent director having qualifications complying with the criteria under item 1 to 9, the independent director may then be assigned by The Board of Directors to participate in the decision-making procedures for the company, its parent company, subsidiary, affiliate, same-level subsidiary or juristic person who may have conflicts of interest on the condition that such decision must be a collective one.

All independent directors of the company were not engaged in business relationship or provided any professional service to the company, its parent company, subsidiary, affiliate or juristic person who may have conflicts of interest. Furthermore, they also did not serve as independent directors in its parent company, subsidiary, or same-level subsidiary.

### Information of Independent directors and Audit Committee Director that company offer to be your proxy

1. Name - Mr.Amorn Asvanunt

Type of Director - Independent director and Chairman of the Audit Committee

Age - 71 years old

Nationality - Thai

Address - 336 Soi Ladprao 84, Wang Thong Lang Sub-District,

Wangthonglang District, Bangkok 10310

Company shareholding - None
Interest on each agenda - None

Special interests are different from other

directors in the agenda considered

- being vested special interests as Director in agenda 5 to consider the election of directors in replacement of those who are retired by rotation, as being retiring directors and is nominated to be the director of the Company for another term.

2. Name - Mrs.Pradittha Chongwattana

Type of Director - Independent director and Audit Committee

Age - 70 years old

Nationality - Thai

Address - 466/84 Riverside Tower 2 , Rama 3 Road, Bang Kol,

Bang Kholaem, Bangkok, 10120

Company shareholding - 0.11%

Interest on each agenda - None

Special interests are different from other

directors in the agenda considered

- being vested special interests as Director in agenda 5 to consider the election of directors in replacement of those who are retired by rotation, as being retiring directors and is nominated to be the director of the Company for another term.

3. Name - POL.GEN.Somchai Prabhasabhakdi

Type of Director - Independent director and Audit Committee

Age - 77 years old

Nationality - Thai

Address - 44/57 Sukhumvit 71 Road , Khlong Tan Nue, Watthana,

Bangkok, 10110

Company shareholding - None
Interest on each agenda - None
Special interests are different from other - None

directors in the agenda considered

4. Name

- Assist.Prof.Dr.Pongchai Athikomrattanakul

Type of Director - Independent director and Audit Committee

Age - 49 years old

Nationality - Th

Address - 90/678 Mantana Thonburirom Village, Pracha Uthit Rd.,

Bang Khru, Phra Pradaeng, Samutprakan 10130

Company shareholding - None
Interest on each agenda - None
Special interests are different from other - None

directors in the agenda considered





### The Articles of Association which related to General Meeting of Shareholders

OF

### S & J INTERNATIONAL ENTERPRISES PUBLIC COMPANY LIMITED.

### General Meeting of Shareholders.

### Article 33

The Board of Directors shall summon a shareholder meeting as an annual general meeting of shareholders within four (4) months as from the last day of the fiscal year of the Company. The shareholder meetings other than the said meeting shall be called extraordinary meetings. The Board of Directors may summon an extraordinary meeting of shareholders any time as it deems appropriate.

One or more shareholders holding the aggregate number of shares of not less than ten (10) percent of the total number of shares sold may subscribe their names in a written request directing the Board of Directors to summon an extraordinary meeting at any time but the reasons for summoning such meeting must be clearly stated in such a request. In this event, the Board of Directors must summon a shareholder meeting within forty-five (45) days as from the date of receipt of the request from the shareholders.

In case the Board of Director fails to arrange for the meeting within such period under paragraph four, the shareholders who have subscribed their names or other shareholders holding the required aggregate number of shares may themselves call the meeting within forty-five (45) days as from the date of expiration of the period under paragraph four. In such case, the meeting is demand to be shareholders' meeting called by the Board of Directors and the Company shall be responsible for necessary expenses as may be incurred in the course of convening such meeting and the Company shall reasonably provide facilitation.

In the case where, at the meeting called by the shareholders under paragraph five, the number of the shareholders presented does not constitute quorum as specified in Article 36 and Article 37, the shareholders under paragraph five shall jointly compensate the Company for the expenses incurred in arrangements for holding that meeting.

### Article 34

In summoning a shareholder meeting, the Board of Directors shall prepare a written notice summoning the meeting stating the place, date, time, agenda of the meeting with reasonable details by indicating clearly whether such matters are proposed for information, for approval or for consideration as the case may be including opinions of the Board of Directors with respect to the said matters and the said notice shall be served on the shareholders for their information not less than seven (7) days prior to the date of the meeting and shall also be published in a newspaper for three (3) consecutive days and not less than three (3) days prior to the date of the meeting.

A place of the meeting under paragraph one shall be in the locality in which the head or branch office of the Company is located or any other place as the Board of Directors may designate. Article 35 The Board of Directors shall send the documents required by law to the shareholders together with a notice summoning an annual general meeting.

Article 36 At a shareholder meeting, there must be not less than twenty-five (25) shareholders and proxies (if any) present or not less than half (1/2) of the total number of shareholders holding shares amounting to not less than one-third (1/3) of the total number of shares sold in order to form a quorum unless otherwise provided by law in any specific case.

At any shareholder meeting, when one (1) hour has passed since the time specified for the meeting, the number of shareholders present at the meeting remains in adequate to form a quorum as specified in Article 37 and if such shareholders meeting was called at the request of the shareholders, such meeting shall be canceled. If such meeting was not called at the request of the shareholders, the meeting shall be summoned once again and the notice summoning such meeting shall be served on the shareholders not less than seven (7) days prior to the date of the meeting. In the subsequent meeting, a quorum is not required.

Article 38 The Chairman of the Board of Directors shall be the Chairman of the shareholder meeting. In case where the Chairman is not present at a meeting or cannot perform his or her duties, if there is a Vice-Chairman, the Vice-Chairman shall be the Chairman. If there is no such Vice-Chairman or if there is but such Vice-Chairman cannot perform his or her duties, the shareholders present at the meeting shall elect one shareholder to be the Chairman of the meeting.

Article 39

The Chairman of a shareholder meeting shall have the duty to conduct the meeting in compliance with the Articles of Association of the Company relating to the meeting. In this regard, the meeting shall be conducted in accordance with the sequence of the agenda specified in the notice summoning the meeting unless a resolution allowing a change in the sequence of the agenda is passed by the meeting with the votes of not less than two-third (2/3) of the number of shareholders present at the meeting.

Upon completion of consideration under paragraph one, the shareholders holding shares amounting to not less than one-third (1/3) of the total number of shares sold may request the meeting to consider the matters other than those specified in the notice summoning the meeting.

In case where the meeting has not finished the consideration of the matters according to the sequence as specified in the agenda under paragraph one or of the matters proposed by the shareholders under paragraph two as the case may be and the meeting is required to be adjourned, the meeting shall designate the place, date and time for the next meeting and the Board of Directors shall serve a notice summoning a meeting specifying the place, date, time and agenda to the shareholders not less than seven (7) days prior to the date of the meeting provided that such notice summoning the meeting shall also be published in a newspaper for three (3) consecutive days and not less than three (3) days prior to the date of the meeting.

Article 40 Every shareholder is entitled to attend a shareholder meeting held any time whatsoever.

### Article 44 The affairs to be carried out by the annual general meeting are as follows:

- 1. Report of the operations of the Company in the previous year.
- 2. Approval of Balance Sheet and Statement of Income.
- 3. Appropriation of profits.
- 4. Election of new directors to replace retiring directors.
- 5. Appointment of auditor and fixing of auditing fee.
- 6. Other matters.

### Authorize proxy to attend the General Meeting of Shareholder and Shareholder rights to vote.

Article 41 The shareholders may authorize other persons as proxies to attend and vote at a meeting on their behalf and the proxies must submit the instrument appointing the proxy to the Chairman or a person designed by the Chairman of the Board at the place of the meeting before attending such meeting. The instrument appointment the proxy shall be executed in accordance with the form specified by the Registrar under the law on public limited companies.

Article 42 Any shareholder having special interests in any matter to be resolved by the meeting shall not be entitled to vote on such matter, except for the votes on the election of the directors. If there is a tie vote, the Chairman of the meeting shall have a casting vote.

### **Article 43** In casting a vote, one share is equal to one vote.

A resolution of the shareholder meeting shall consist of the following votes.

- 1. In an ordinary event, the majority vote of the shareholders present at the meeting and entitled to vote is required. If there is a tie vote, the Chairman of the meeting shall have a casting vote.
- 2. In the following events, a vote of not less than three-fourth (3/4) of the total number of votes of the shareholders present at the meeting and entitled to vote is required.
  - a. The sale or transfer of the whole or material parts of the business of the Company to other persons;
  - b. The purchase or acceptance of transfer of the business of other companies or private companies by the Company;
  - c. The conclusion, amendment or termination of contracts with respect to the lease of the whole or material parts of the business of the Company, the assignment of the management of the business of the Company to other persons or the amalgamation of the business with other persons with the purpose of profit and loss sharing;
  - d. The amendment of the Memorandum or Articles of Association of the Company;
  - e. The increase and reduction of a capital or issuance of debentures of the Company;
  - f. The amalgamation or dissolution of the Company.

### **Dividend Payment**

Article 55 No dividend shall be distributed other than out of the profits. In case where the Company still has an

accumulated loss, no dividend shall be distributed.

Article 56 Dividends shall be distributed according to the number of shares at an equal amount each.

Distribution of the dividends shall be made within one (1) month as from the date of resolution of shareholder meeting or the meeting of the Board of Directors as the case may be provided that notice thereof in writing shall be served on the shareholders and such notice shall also be published in a

newspaper for three (3) consecutive days.

Article 57 The Board of Directors may distribute the interim dividends to the shareholders from time to time if the

Board regards that the profits of the Company justify such distribution. Such distribution of the dividends

shall be reported to the shareholders at the next shareholder meeting.

Article 58 The Company must appropriate to a reserve fund at least one-twentieth (1/20) of the annual net profits

less accumulated loss carried over until the reserve fund reaches one-tenth (1/10) of the registered capital

of the Company.

Upon the approval of the shareholders meeting, the Company may transfer other reserve funds, legal reserve fund and share premium reserve fund respectively to compensate for the accumulated loss of the

Company.

### Qualification, Election and Term Expiration of Directors.

Article 18 The Company shall have a Board of Directors comprising not less than five (5) directors and not less than

half of whom shall have residence in the Kingdom.

The Board of Directors shall elect one director to be the Chairman of the Board. In case where the Board of Directors deems it appropriate, the Board of Directors may elect one or several directors to be the Vice-Chairman of the Board. The Vice-Chairman shall have the duties pursuant hereto with respect to affairs assigned by the Chairman.

Two directors shall jointly affix their signatures together with the seal of the Company in order to be binding on the Company.

The Board of Directors may designate the names of the directors who have the power to affix their signatures together with the seal of the Company to be binding on the Company.

Article 19 The directors shall be natural persons and shall

- 1. Be sui juris.
- 2. Not be bankrupt, incompetent or quasi-incompetent.
- 3. Have never been imprisoned on the final judgement of a court for an offense related to property committed with dishonest intent.
- 4. Have never been dismissed or removed from government service or a government organization or government agency in punishment for dishonesty in performing their duties.

### Article 20

The directors shall be elected at the shareholder meeting in accordance with the following rules and procedures.

- 1. A shareholder shall have one vote for one share;
- Each shareholder must exercise all of the votes he or she has under paragraph one to elect one or several persons to be a director or directors and must not allot his or her vote to any person in any number;
- 3. The persons having the highest number of votes to the lower number of votes in order shall be elected as the directors equal to the number of directors to be elected by the shareholder meeting in such election. In case where the number of votes for the candidates in descending order are equal which would otherwise cause the number of directors to be elected by the shareholder meeting to be exceeded in such election, the Chairman shall have a casting vote.

### Article 21

At every annual general meeting, one-third (1/3) of the directors shall retire from office. If the number of directors cannot be divided into three (3) parts, the nearest to such one-third (1/3) of the directors shall retire from office.

The retirement of directors in the first and second years after registration of the Company shall be effected by drawing lots. In the subsequent years, the directors who has held office the longest shall retire.

A director who retires from office may be re-elected.

### Article 30

No director shall engage in a business which has the same nature as and in competition with that of the Company or become a partner in an ordinary partnership or a partner of unlimited liability in a limited partnership or a director of a private company or other companies engaged in a business which has the same nature as and is in competition with that of the Company regardless as to whether such a business in undertaken for his or her or other persons' benefits unless he or her had notified the shareholder meeting thereof prior to the resolution for his or her appointment was passed.

### Remuneration of the Board Directors.

### Article 32

No payment or other property shall be made or given by the Company to a director except a remuneration as usually paid to him or her as a director of the Company such as salary, meeting allowance, per diem, premium, pension, subsidy, reward, medical expenses, fuel and transportation expenses.

The preceding paragraph shall not include such compensation or welfare given to the directors as a staff or employee of the Company.

Qualification/Appointment of the Auditor, Determination the Remuneration of an Auditor and Attendance the General Meeting of Shareholders.

Article 49 An auditor shall not be a director, staff member, employee or a person holding any office or having any duty in the Company.

Article 50 An auditor shall be elected annually by the general shareholder meeting. A retiring auditor may be reelected.

Article 51 A remuneration of an auditor shall be determined by a shareholder meeting.

Article 54 An auditor has the duty to attend every shareholder meeting of the Company in which the balance sheet and statement of income and issues relating to the accounts of the Company are considered in order to clarify the auditing to the shareholders. The Company shall also submit to the auditor such reports and documents of the Company as to be obtained by the shareholders in every shareholder meeting.

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Remarks: This English translation does not carry any legal authority. Only the original text in Thai has legal force.

### Documents and evidence that the attendance must present before attending the meeting and regulation for the meeting.

The registration of the General Meeting of Shareholder No. 41 of S&J International Enterprises Public Company Limited will process with barcode system. For your convenience in registration, shareholders and authorized persons who will attend the meeting, *please bring Notification of Meeting with having barcode (Registration Form) on the meeting day.* 

### 1. Documents of the attended person to be presented before attend the meeting

### **Ordinary Person**

- (1) The shareholder who will attend the meeting by himself/herself is required to present an I.D. Card or Government Officer Card or Passport to the officer for registration of attendance.
- (2) The shareholders have appointed an authorized person to attend the meeting,
  - 2.1 Please use the Proxy Form in printed from attached with the Notice of the meeting or the printed form specified by the Ministry of Commerce Form A, or Form B and duly execute only one of two Proxy Forms, alternatively you may download from the company's website (<a href="www.snjinter.com">www.snjinter.com</a>) and shall completely fill and sign of Grantor and Proxy.
  - 2.2 The proxy is required to present I.D. Card or Government Officer Card or Passport to the officer for registration of attendance.

### **Juristic Person**

In case the shareholders have appointed an authorized person to attend the meeting.

- (1) Please use the Proxy Form in a printed form attached with the Notice of the meeting or the printed form specified by the Ministry of Commerce Form A or Form B and duly execute only one of two Proxy Forms, alternatively you may download from the company's website (<a href="www.snjinter.com">www.snjinter.com</a>) and shall completely fill and sign of Grantor and Proxy. The Grantor shall sign by the authorized person to act for the juristic person and affix with the seal of the company (if any).
- (2) The proxy is required to present I.D. Card or Government Officer Card or Passport to the officer for registration of attendance.

## The shareholders are the foreign investors and appoint the custodian in Thailand to keep and safeguard the shares In care the shareholders have appointed an authorized person to attend the meeting.

- (1) Please use the Proxy Form in a printed form attached with the Notice of the meeting or the printed form specified by the Ministry of Commerce Form A, Form B or Form C and duly execute only one of three Proxy Forms, alternatively you may download from the company's website (<a href="www.snjinter.com">www.snjinter.com</a>) and shall completely fill and sign of Grantor and Proxy. The Grantor shall sign by authorized person to act for the custodian. The evidences attached with Proxy Form are as follows:
  - 1.1 The power of attorney from shareholders assigned to custodian to sign in the Proxy Form.
  - 1.2 The Confirm Letter to show that the person who signs in the Proxy Form get the consent to do the custodian business.
- (2) The proxy is required to present I.D. Card or Government Officer Card or Passport to the officer for registration of attendance.

### 2. The regulations for the meeting

- 2.1 In the General Meeting of Shareholders, the shareholders have the rights to ask and recommend in every agenda.
- 2.2 Casting vote in every agenda is opened.
- 2.3 Casting vote is 1 share for 1 vote.

### Procedures for posting advance questions prior to the shareholders' meeting

In accordance with the policy by The Board of Directors allowing shareholders to participate in corporate management by providing comments and suggestions, the company therefore allows shareholders the opportunity to post advance questions related to the meeting agenda, to the attention of The Board of Directors prior to the date of the 41<sup>st</sup> shareholders' meeting, by following the procedures as follows:

### 1. Identifying oneself with relevant information, and then posting question or suggestion

- By providing own name, address, contact telephone number, and e-mail address (if any), which can be contacted by the company.
- Posting question / comment for particular meeting agenda, together with and supporting information or document (if any).

### 2. Contact channels provided by the company

By e-mail address : sumit\_k@snjinter.com

By registered mail to :

Mr.Sumit Khopaiboon

Company Secretary

S & J International Enterprises Public Company Limited

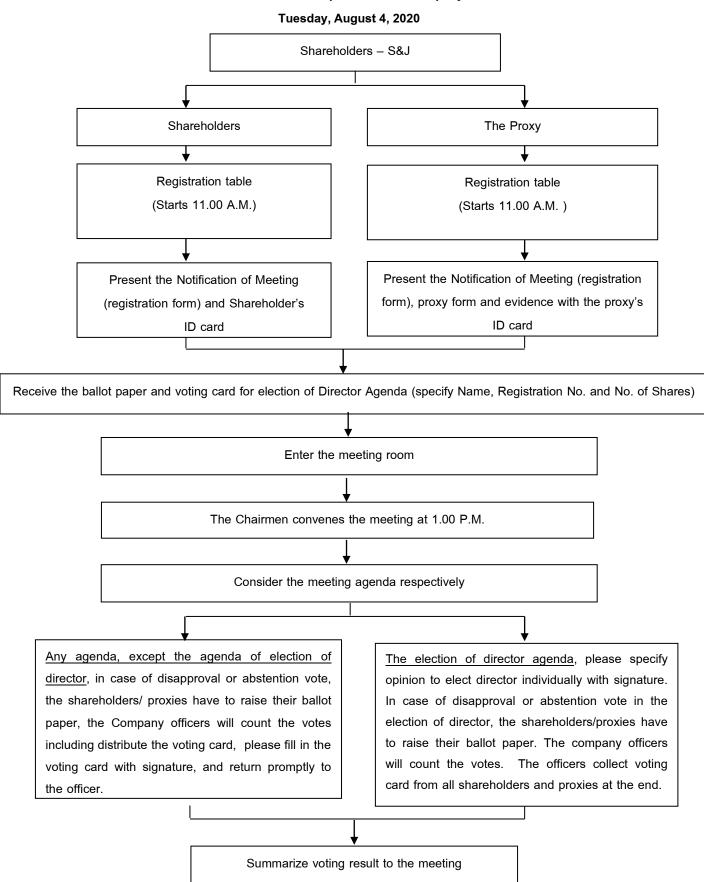
2 Naradhiwas Rajanagarindra Rd., Tungwatdon, Sathorn, Bangkok 10120

### 3. Question posting period

As the company allows shareholders to post questions related to the meeting agenda prior to the meeting date, the shareholders are requested to post advance questions to the company by Friday, July 31, 2020.

- 4. The Company Secretary shall collect the questions and pass them all to the Managing Director for considerations.
- 5. The company shall provide clarification in response to the advance questions posted by the shareholders at the shareholders' meeting.

# The process for the Annual Shareholder's Meeting No. 41 S & J International Enterprises Public Company Limited Tuesday August 4, 2020



(Duty Stamp 20 Baht)

### PROXY (FORM B)

☐ Approve

Agenda 3 : Subject Approval of the financial statement for the year December 31, 2019. ☐ (a) The Proxy is entitled to cast the votes on my / our behalf at its own discretion. (b) The Proxy must cast the votes in accordance with my / our following instruction:

Disapprove

		PROXI (I ORWID	,			
			Written at			
			Date	Month	Yea	r
(1)	I / We			Natio	onalitv	
` '	With address at	Road		Sub-District	<u> </u>	-
		Province				
(2)	being a shareholder of S & J In	ternational Enterprises Public Com	npany Limite	d		
	holding the total number of as follows;	shares with the vo	ting rights of	f		votes
	ordinary share	shares with the vo	ting rights of	F		votes
	preferred share	shares with the vo	ting rights of	:		votes
(3)	do hereby appoint either one of	the following persons:				
	(1)	Road			Age	Years
	with address at	Road		_ Sub-District	<u> </u>	
	District	Province		Po	stal Code	or
	with address at44/57 DistrictWattana  (3)Assist.Prof.Dr.Por with address at90/678 DistrictPhra Pradaeng as only one of my / our proxy t	ai PrabhasabhakdiRoadSukhumvit 71BaiProvinceBai ngchai AthikomrattanakulRoadPracha Uthit Province o attend and vote on my / our be	SungkokSamutpraka	b-District Post Sub-District _ n Post	Khlong Tan Nue_ cal Code10110 Age _49Bang Khru stal Code1013	Years  O Cordinary
		of Shareholders No. 41 <sup>st</sup> to be held Bangkok Hotel, No. 257 Charoer			•	
	ngkok 10600 or at any adjournme	-	makom Noe	id, Saillie Sub	-district, Thoribu	ii District,
(4)	Agenda 1 : Subject Certification  April 23, 2019.  (a) The Proxy is entitle	to cast the votes according to my  tion of the minutes of the 40 <sup>th</sup> Annual  d to cast the votes on my / our be st the votes in accordance with my  Disapprove	ual General s	Shareholders' Mondare		<u>uesday,</u>
	Agenda 2 : Subject Ackno	wledgement of the Report of the	Board of Di	rectors for 201	<u>19.</u>	

☐ Abstain

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X
. 1 .

Age	Agenda 4 : Acknowledgement of the interim dividend payment.				
Agenda 5 : Subject Appointment the election of directors in replacement of retiring directors			acement of retiring directors		
	☐ (a)	The Proxy is entitled to cast the votes on my / our behalf at its own discretion.  The Proxy must cast the votes in accordance with my / our following instruction:			
		To elect directors as a whomat D Approve  To elect each director individual and the second se	☐ Disapprove	☐ Abstain	
		Name of Director	Mr.Thirasak Vikitset		
		☐ Approve	☐ Disapprove	☐ Abstain	
		☐ Approve	_ Mrs.Teerada Ambhanwong □ Disapprove _ Mr.Suthep Dansiriviroj	☐ Abstain	
		☐ Approve	☐ Disapprove	☐ Abstain	
		Name of Director	_ Mr.Amorn Asvanunt		
		☐ Approve	☐ Disapprove	☐ Abstain	
		Name of Director	_ Mrs.Pradittha Chongwattan	a	
		☐ Approve	☐ Disapprove	☐ Abstain	
<u>Ag</u>	(a)	•	f directors' remuneration.  st the votes on my / our behalf a otes in accordance with my / ou		
		☐ Approve	☐ Disapprove	☐ Abstain	
Age	(a)	The Proxy is entitled to case	of an auditor and fixing of the set the votes on my / our behalf a otes in accordance with my / ou  Disapprove	at its own discretion.	
Age	enda	8 : Approval of the amend	dment of clause 3 of the Memo	randum of Associations (Company's	
<u>obj</u> e	<u>ecti</u> v	re) by additional 3 sub-cla	uses, previously had 52 clause	es, to be 55 clauses in total.	
			st the votes on my / our behalf a		
	` '	•	otes in accordance with my / ou		
		☐ Approve	☐ Disapprove	☐ Abstain	

Agenda 9 : Subject Other Businesses (If any)				
lacksquare (a) The Proxy is entitled to cast the votes on my / our behalf at its own discretion.				
$\square$ (b) The Proxy must cast the votes in accordance with my / our following instruction:				
☐ Approve	☐ Disapprove	☐ Abstain		

- (5) Vote of the Proxy in any Agenda which is not in accordance with this Form of Proxy shall be invalid and shall not be the vote of mine as shareholders.
- (6) In case I do not specify the authorization or the authorization is unclear, or if the meeting considers or resolves any matter other than those stated above, or if there is any change or amendment to any fact, the Proxy shall be authorized to consider and vote the matter on my / our behalf as the Proxy deems appropriate.

For any act performed by the Proxy at the Meeting, it shall be deemed as such acts had been done by me / us in all respects except for vote of the Proxy which is not in accordance with this Proxy Form.

Signed			Shareholde
	(	)	
Signed			Proxy
	(	)	
Signed			Proxy
	(	)	
Signed			Proxy
	(	)	

### Remarks:

- 1. The Shareholder appointing the Proxy must authorize only one proxy to attend and vote at the meeting and shall not allocate the number of shares to several proxies to vote separately.
- 2. In the agenda relating the election of Directors, it is applicable to elect either nominated directors as a whole or elect each nominated director individually.
- 3. In case there are agenda other than the agenda specified above, the additional statement can be specified by the Shareholder in the Regular Continued Proxy Form as enclosed.



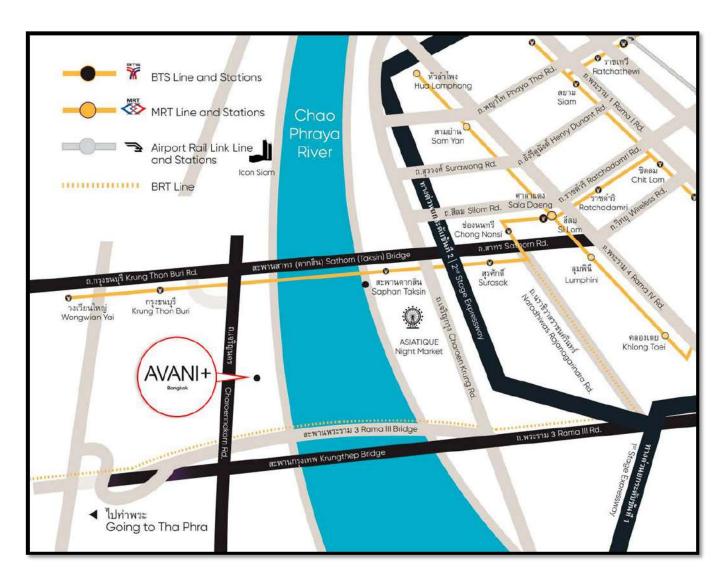
### **REGULAR CONTINUED PROXY FORM B**

Authorization of proxy on behalf of the Shareholder of S & J International Enterprises Public Company Limited.

The General Meeting of Shareholders No.41<sup>st</sup> to be held on Tuesday, August 4, 2020, at 1:00 p.m. at MOON Room, 10 Floor, Avani+ Riverside Bangkok Hotel, No. 257 Charoennakorn Road, Samre Sub-district, Thonburi District, Bangkok 10600, or at any adjournment thereof.

	Agenda No. : Subject						
	(a) The Proxy is entitled to cast the votes on my / our behalf at its own discretion.						
(b) The Proxy must cast the votes in accordance with my / our following instruction:							
	☐ Approve	☐ Disapprove	☐ Abstain				
П	Agenda No : Subject						
	Agenda No. : Subject  (a) The Proxy is entitled to cast the votes on my / our behalf at its own discretion.  (b) The Proxy must cast the votes in accordance with my / our following instruction:						
П							
	Approve	Disapprove	Abstain				
	Agenda No. : Subject						
	(a) The Proxy is entitled to cast the votes on my / our behalf at its own discretion.						
ш	_	otes in accordance with my / our followin	_				
	☐ Approve	☐ Disapprove	☐ Abstain				
	Agenda No. : Subject						
	(a) The Proxy is entitled to cast the votes on my / our behalf at its own discretion.						
	(b) The Proxy must cast the votes in accordance with my / our following instruction:						
	☐ Approve	☐ Disapprove	☐ Abstain				
	Agenda No. : Subject						
	(a) The Proxy is entitled to cast the votes on my / our behalf at its own discretion.						
	(b) The Proxy must cast the votes in accordance with my / our following instruction:						
	☐ Approve	☐ Disapprove	☐ Abstain				
П	Agenda No. : Election of D	iroctoro (continued)					
_	Agenda No Election of D	mectors (continued)					
	Name of Director						
	☐ Approve	☐ Disapprove	☐ Abstain				
	Name of Director						
	☐ Approve	☐ Disapprove	☐ Abstain				
	Name of Director						
	Approve	☐ Disapprove	 D Abstain				
	Π Annrove	☐ Disapprove	☐ Ahstain				

### Map for the Meeting Venue.

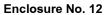


### Avani+ Riverside Bangkok Hotel

Adress: No. 257 Charoennakorn Road, Samre Sub-district, Thonburi District, Bangkok 10600

**Telephone:** 02 431 9100

• Bus number: 6, 88, 89 and 111





### Requirement Form of the Annual Report (Printed Form)

### To Shareholders

S & J International Enterprises Public Company Limited would like to inform that shareholders who intend to receive the 2019 Annual Report in printed form, please fill the details below and send back to Company, Mr.Sumit Khopaiboon (Company Secretary), 2 Naradhiwas Rajanagarindra Road, Tungwatdon, Sathorn, Bangkok 10120, Tel. 02-676-2727 Ext. 2812 or by email address: sumit\_k@snjinter.com. The company will send the Annual Report to you later.

I	:	(elaborate handwriting)
Address	:	
Name of Contac	t Person	:
Telephone No	:	
Fax No	:	
E-Mail Address	:	

### **QR Code Downloading Procedures for the Annual Report 2019**

Annual Report 2019 consisting of the Company's Board of Directors Report, Financial Statements for the year ended December 31st, 2019 and Sustainability Report for the year 2019.

The Thailand Securities Depository Co., as a securities registrar under the Stock Exchange of Thailand, has developed a system which allows the Listed Companies to send to the shareholders documents regarding the General Meeting of Shareholders and the Annual Report in the form of E-books accessible through QR Code, thus allow the shareholders to access the information conveniently. Shareholders can download the aforementioned documents from the QR Code by following the steps below.

### For iOS System

- 1. Turn on the mobile camera.
- 2. Focus the mobile camera to QR Code to scan it.
- 3. The notification will appear on top of the screen. Click on the notification to access documents regarding the meeting.

<u>Remark</u>: In case the notification does not appear on the screen of mobile phone, the QR Code can also be scanned with other applications such as QR CODE READER, Facebook or Line, etc.

### For Android System

1. Open applications QR CODE READER, Facebook or Line.

How to scan the QR Code with Line application

- Open Line application and click on "Add friend"
- Choose "QR Code"
- Scan the QR Code
- 2. Focus the mobile camera to QR Code to scan it.



### บริษัท เอส แอนด์ เจ อินเตอร์เนชั่นแนล เอนเตอร์ไพรส์ จำกัด (มหาชน)

**สำนักงาน**: เลขที่ 2 ถนนนราธิวาสราชนครินทร์ แขวงทุ่งวัดดอน เขตสาทร กรุงเทพฯ 10120

โทรศัพท์ (02) 676 2727, (02) 6762737 โทรสาร (02) 676 2726

**โรงงาน 1**: เลขที่ 600/4 หมู่ที่ 11 ถนนสุขาภิบาล 8 ตำบลหนองขาม อำเภอศรีราชา ชลบุรี 20230

โทรศัพท์ (038) 480086-89 โทรสาร (038) 480139

โรงงาน 2: เลขที่ 789/159 หมู่ที่ 1 ถนนสายหนองค้อ-แหลมฉบัง ตำบลหนองขาม อำเภอศรีราชา ชลบุรี 20230

โทรศัพท์ (038) 348512 โทรสาร (038) 348461

**Homepage:** www.snjinter.com E-mail: sjoffice@snjinter.com

### S & J INTERNATIONAL ENTERPRISES PUBLIC COMPANY LIMITED

OFFICE: 2 Naradhiwas Rajanagarindra Road, Tungwatdon, Sathon,

Bangkok, 10120, Thailand

Tel. (662) 676 2727 , (662) 676 2737, Fax (662) 676 2726 FACTORY 1: 600/4 Moo 11 Sukaphiban 8 Road, Nongkharm, Sriracha,

Chonburi, 20230, Thailand

Tel. (6638) 480086-89 Fax. (6638) 480139

FACTORY 2: 789/159 Moo 1, Sai Nong Kho - Leamchabang Road,

Nongkharm, Sriracha, Chonburi, 20230, Thailand

Tel. (6638) 348512 Fax. (6638) 348461







