

**Measures and Guidelines for Attending the Extraordinary General Meeting of Shareholders
No. 1/2023 under the Coronavirus Disease (COVID-19) Pandemic Situation**

Due to the ongoing situation of COVID-19 in Thailand, Star Petroleum Refining Public Company Limited ("the Company") has serious concerns over the health and safety of shareholders and attendees of the Extraordinary General Meeting of Shareholders No. 1/2023 which scheduled to be held on Tuesday, 31 January 2023. The Company hereby provides the following measures and guidelines for attending the Extraordinary General Meeting of Shareholders No. 1/2023 to minimize the risk of infection and to prevent the spread of the Coronavirus disease (COVID-19) as follows.

1. The Company arranges seating in the meeting room to maintain social distance between each seat, as a result of this arrangement, the seats in the meeting room will be limited to 200 seats only. In this regard, the Company would like to request shareholders' kind cooperation to appoint the Company's independent directors as their proxies to attend the meeting and to cast the votes on shareholders behalf instead of attending and voting at the meeting in person (detail of independent directors proposed to service as a proxy of shareholder in enclosure of the invitation to the Extraordinary General Meeting of Shareholders No. 1/2023).
2. To limit the duration of the meeting in order to prevent and reduce the risk of Coronavirus disease (COVID-19) infection, the Company would like to request shareholders' kind cooperation to submit relevant questions regarding the agenda item of the meeting to the Company in advance before the meeting date and indicate shareholder's name and surname via 1) email to Company Secretary at Companysecretary@sprc.co.th, or 2) mail service by enclosing together with the proxy form as mentioned above. The Company will record questions and answers in the minutes of the shareholder's meeting as appropriate.
3. In the case any shareholders or proxy-holders want to attend the meeting in person, all meeting attendances are required to wear surgical face mask at all time during the meeting.
4. The Company will not provide food and beverages so as will not allow eating or drinking in a meeting room in order to minimize the risk of spreading of the Coronavirus disease (COVID-19).

Nevertheless, such measures and guidelines are subjected to change according to the additional regulations issued by the government. If there are any changes, the Company will further inform shareholders the amended measures and guidelines via the Company's website.

Please be informed and to strictly follow the above measures and guidelines.