

No. SFP 123 / 2018

July 10, 2018

**Subject:** To propose the agenda, Name of Director Nominees and send the question in advance for the Annual General Meeting of Shareholders 2019.

**To:** Managing Director  
The Stock Exchange of Thailand

Siam Food Products Public Company Limited (the “Company”) would like to invite the shareholders, during 1 August 2018 – 31 October 2018, to propose agenda and nominate directors and send the question in advance for the 2019 annual general meeting. The proposal shall indicate whether it is the matter proposed for information, for approval or for consideration, as the case may be, including details of the proposed matter. We enclose herewith the criteria for agenda proposal which is to be also posted in our company’s website <http://www.siamfood.co.th/company-news.html> under section “Investor Relations”

Please be informed accordingly.

Yours Truly,

( Mr.Kiartisak Lertsiriamorn )  
Company Secretary

## **The criteria for shareholders right to propose the agenda and to nominate director for the 2019 annual general meeting**

### **1. The qualification of shareholders and proposed agenda**

A shareholder or shareholders who hold shares and have the right to vote amounting to not less than five percent of the total number of the voting rights of the company (not less than 1,050,000 shares). The proposal shall indicate whether it is the matter proposed for information, for approval or for consideration, as the case may be, including details of the proposed matter the 2019 annual ordinary general meeting, provided that it shall comply with rules as specified by the notification of the Capital Market Supervisory Board.

### **2. Agenda proposals which is not acceptable**

2.1 Agenda proposals that violates the paragraph 1.

2.2 Agenda proposals that concern normal business practice of the company, unless there is indication of irregularity.

2.3 Agenda proposals for the company to take action which is beyond the power or control

2.4 Agenda proposals that the shareholders proposed within last 12 months and said agenda passed the resolution less than 10 % of the votes, unless said agenda has been significant changed from the former Shareholder Meeting.

2.5 Other cases according to the regulations announced by Capital Market Committee.

### **3. The company procedure**

The agenda proposals and nomination of director will be considered by the board of directors.

In cases where the board of directors refuses to include the matter proposed by the shareholders under the first paragraph as the agenda in any shareholders' meeting, it shall be notified as the matter for information in that shareholders' meeting and specified the reasons of such refusal. The board of directors shall include the matter proposed by the shareholders under the first paragraph as the agenda of the 2019 shareholders' meeting.

### **4. How to propose the agenda**

To facilitate all shareholders to propose the agenda, please fill the Agenda Proposal Form which can be downloaded from our website and send by e-mail to [pornpun.p@siamfood.co.th](mailto:pornpun.p@siamfood.co.th) or by facsimile number 66(0)2670-0154 and then deliver all the original documents to the company by October 31, 2018 to the address below:

Assistant Company Secretary  
Siam Food Products Public Company Limited  
No. 1 Empire Tower, 43rd Floor, South Sathorn Road, Yannawa, Sathorn, Bangkok.  
10120 Thailand.

**5. Duration**

From August 1, 2018 to October 31, 2018  
Please call 66(0) 2287-7009 for further information

**Agenda Proposal Form for The Annual General Meeting of Shareholders 2019**

- 1. Date.....
- 2. First – Last name/company.....  
Address.....  
.....  
Tel..... Fax.....  
Mobile.....  
E-mail.....

- 3. Number of shares owned.....  
(In case of more than one shareholder propose the agenda, please attach a list of shareholders with relevant details)

- 4. Agenda Proposed.....

4.1 General Agenda

Subject.....

Objective:     For information     For consideration     For approval

Details.....

Have Supporting Document     No Supporting document

4.2 Agenda for director nomination

The bio data of the nominee

(1) First – Last name.....

(2) Nationality.....

(3) Date of Birth..... Age.....

(4) Address.....

(5) Position/current working company.....

(6) Education

Year

Education

.....

.....

.....

(7) Working Experiences (5 years)

Year

Position/company/division

.....

.....

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.....  
.....

(8) To take a position of director from other company:

Company.....

Please specify the type of committee

- ( ) Company Director ( ) Executive Committee  
( ) Audit Committee ( ) Other.....

Company.....

Please specify the type of committee

- ( ) Company Director ( ) Executive Committee  
( ) Audit Committee ( ) Other.....

Company.....

Please specify the type of committee

- ( ) Company Director ( ) Executive Committee  
( ) Audit Committee ( ) Other.....

Company.....

Please specify the type of committee

- ( ) Company Director ( ) Executive Committee  
( ) Audit Committee ( ) Other.....

(9) Training experience from Thai Institute Directors of Thailand

- No  
 Yes, course taken.....

(10) Siam Food Products Public Company Limited shareholding

- No  Yes.....shares

Spouse Name..... Number of shares owned.....

Children who not yet become legal age

1. .... Age.....

Number of share owned.....

2. .... Age.....

Number of share owned.....

(11) Additional information (if any)

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5. The supporting documents

The required supporting documents that shareholders must be submitted for consideration.

5.1 Proof of share ownership such as certified letter from Securities Company, other evidence from the Stock Exchange of Thailand (SET) or Thailand Securities Depository Co., Ltd (TSD) or custodian.

5.2 Proof of Identity

- Individual shareholder must submit a certified copy of the identification card or passport (for foreigner).

- Juristic shareholder must submit certified copies of the corporate affidavit and identification card or passport (for foreigner) of the director who signed the form on behalf of the company.
- 5.3 The consent letter from the director nominee and relevant documents such as education, training, work experience background, and proof of share ownership (In case to propose the director nominee).

6 Representation

I hereby to certify that the information and the attached supporting documents are accurate, complete and that the Company has my permission to disclose the information or the said supporting documents.

Sign.....

(.....)

Date.....

**Evidence of consent**

I (Mr./Mrs./Miss/.....) ....., candidate proposed to be nominated for election as a director of Siam Food Products Public Company Limited, hereby consent to my nomination for election as a director and that my qualifications are met, and having no prohibited characteristics as stipulated by Laws or the criteria of the Company

I hereby to certify that the information provided above is true as well as documents submitted herewith are complete true and correct, as well as acknowledge and agree to adhere to the good corporate governance practice of the Company and that the Company has my permission to disclose the information and/or the said supporting documents. I hereby affix the name as evidence below.

Sign ..... Director Nominee  
(.....)  
Date .....

## **Send Question in advance for The Annual General Meeting of Shareholders 2019**

### 1. The Qualifications of Shareholder

Must be a Shareholder of the Company, which can either be one shareholder or combined shareholder or combined shareholders holding minimum 1 share and must hold those shares on the date on which the shareholder proposes the question.

### 2. The Sending Procedure

2.1 The shareholder possessing the qualification in accordance must submit the “Shareholder Meeting Question Proposal Form” to the Company Secretary at the following address within October 31,2018

Assistant Company Secretary

Siam Food Products PCL.

1 Empire Tower,43<sup>rd</sup> Floor, South Sathorn Road, Yannawa,Sathorn,  
Bangkok.

Thailand. Postal Code10120

Email: pornpun.p@siamfood.co.th

Fax (662) 670-0154

2.2 The Company Secretary shall review the questions initially prior to proposing to the Board of Directors.



