



**Measures and Guidelines for Holding the Annual General Meeting of Shareholders
under the Circumstance of Coronavirus 2019 (COVID-19)**

The Company's Precautionary Measures and Guidelines for Holding the Annual General Meeting of Shareholders under the Circumstance of Coronavirus 2019 (COVID-19) are as follows:

1. The Company will disclose its Invitation Letter for the 2020 Annual General Meeting of Shareholders, together with related documents on the Company's website <http://www.pttep.com> as well as sending by postal mail to shareholders in advance.
2. PTTEP kindly requests Shareholders' cooperation in giving their proxy authority to PTTEP's Independent Director to attend the meeting on behalf of Shareholders by sending back the filled-in proxy form together with required documents, using a business reply envelope (postage stamp is not required), which will be sent to shareholders in advance, to the Corporate Secretary Division, PTT Exploration and Production Public Company Limited Energy Complex Building A, 555/1 Vibhavadi Rangsit Road, Chatuchak, Chatuchak, Bangkok 10900 Thailand within 11 June, 2020.
3. To facilitate convenience for shareholders, there will be a live broadcast of the AGM via website: <http://www.pttep.com>. The shareholders whose names are recorded in the shareholders' register as of 15 May, 2020 (Record Date) can log in with their 10-digit shareholder ID stated in Notification of Meeting, which will be distributed to Shareholders, or their ID Card number.
4. Shareholders are welcome to submit relevant questions prior to the meeting. Shareholders are requested to include their name, telephone number, email address (if any) in the following channel: E-mail: CorporateSecretary@pttep.com or send their questions together with the proxy form by using the business reply envelope (postage stamp is not required). PTTEP will provide answers to the questions on the Company's website.
5. In case there are shareholders who wish to attend the Meeting in person, these shareholders are required to strictly comply with relevant laws and measures stipulated by the government entities. Your attendance to the Meeting can not to be used as an exemption of liabilities that may incur from violation of any provisions of laws. In addition, you also agree to bear any risks and impact from participating the meeting, including agreeing to take care of your own health and welfare. The Company wishes to avoid any impact that affects your health and welfare and would like to request your cooperation to strictly comply with the following measures.
 - 5.1 PTTEP shall conduct health screening, in compliance with the guidelines of the Department of Disease Control, at the meeting room entrance. Attendees shall be required to truthfully fill in the COVID-19 Screening Questionnaire attached herewith regarding possible infection of Coronavirus Disease 2019 in advance before entering the venue. Please note that concealment of health information or traveling records is considered a violation of the Communicable Diseases Act B.E. 2558. The Company has organized appropriate social distancing of at least 1 meter in various areas, e.g., temperature-screening points, document-checking points and registration counters, as well as having limited the number of shareholders for elevator usage in each round.

- 5.2 PTTEP reserves the right to deny attendees' entry into the meeting, specifically those who are identified with a body temperature of 37.5 degrees Celsius or higher or those who have recently visited or returned from any disease infected zones as stated by the Ministry of Public Health in less than fourteen (14) days from international travel, including those who have had close contact with people who have visited or returned from any disease infected zones in less than fourteen (14) days from international travel. It also includes those having a fever or showing any signs of COVID-19 infection or respiratory symptoms.
- 5.3 PTTEP will arrange the seating with appropriate social distancing at a minimum of 1.5 meters placement from each other. This will limit number of available seats in the meeting room to 100 seats. After the registration procedure, each attendee will be assigned a seating number and is required to sit as specified for the sake of the disease prevention or following up in case of any unforeseen circumstances. Seats are not allowed to be moved and when the seats are fully occupied on first come first served basis, PTTEP kindly requests any additional shareholders to view the live broadcast instead.
- 5.4 On the meeting day, PTTEP kindly request shareholders, who wish to ask questions, to write down and submit their questions at the registration counter or in the meeting room instead of speaking through the room microphone. A total meeting time duration of 2 hours will be sufficient. There is a limit to answering 5 questions for each agenda during the meeting. For any questions that are not addressed during the meeting, PTTEP will post the company's answers on the website soonest.
- 5.5 The venue will be sanitized and cleaned according to the standards of the Ministry of Public Health prior to the meeting. PTTEP kindly requests everyone to wear a facemask at all times.
- 5.6 Neither lunchbox nor coffee or tea will be served at the meeting. Foods and drinks are not allowed in the meeting area.

Printed copies of the 2019 Annual Report, Financial Report and Sustainability Report will not be provided at the meeting for sanitation and in order to minimize personal direct contact, and to reduce any environmental impact.

In case there are any changes in the situation or additional AGM-related measures that come from the Government entities, the Company may inform Shareholders via the Company's website (<http://www.pttep.com>) and other media channels as appropriate.

If there are many attendees or these attendees arrive at the same time, there may be a delay in screening and registration for the meeting. PTTEP hereby apologizes for any such inconvenience that may arise.

Sincerely yours

PTT Exploration and Production Public Company Limited

Corporate Secretary Division

Tel.+66 2537 4832, +66 2537 4611