

(Translation)
LAO PEOPLE'S DEMOCRATIC REPUBLIC
PEACE INDEPENDENCE DEMOCRACY UNITY PROSPERITY

EDL-Generation Public Company



No. 0875/EDL-Gen
Vientiane Capital, Date 11 May 2020

Notice

To: Shareholders of EDL-Generation Public Company
Re: Attending EDL-Gen Annual General Shareholders' Meeting for the year 2019.

- Pursuant to EDL-Gen's Notice no. 0814/EDL-Gen dated 05/05/2020 regarding the agenda, date, time and venue of the EDL-Gen 2019 Annual General Shareholders' Meeting.

Due to the pandemic of the Coronavirus Disease 2019 (COVID-19), which is intensifying and posing threats globally, Lao PDR has implemented measures according to the Prime Minister's Order and instructions of the National Taskforce Committee for COVID-19 Prevention and Control over the past month, which has been effective in controlling and limiting the disease outbreak as there is no report of further confirmed infected cases. Nevertheless, protective, prevention and containment measures shall continue to be implemented in response to the ongoing pandemic.

Therefore, to prevent and contain the outbreak, to be socially responsible, and to ensure health and safety of shareholders and EDL-Gen staff members attending the 2019 Annual General Shareholders' Meeting on 29 May 2020, from 13:00 to 17:00, at Meeting Room 1st Floor, EDL Headquarters Building, EDL-Generation Public Company (EDL-Gen) would like to introduce preventative measures as follows:

1. Encourage shareholders to appoint an independent director of EDL-Gen as a proxy to attend the meeting on their behalf.

1.1. The Company requests for your cooperation to comply with the Ministry of Health guidelines, which include not allowing shareholders or proxies to attend the meeting in the following cases:

- Shareholders or proxies who have travelled to or from at-risk countries as per the announcement of Ministry of Health within 14 days before the meeting date.
- Shareholders or proxies who are in high risk group from having been in close contact with individuals who are suspected cases of COVID-19 with fever and respiratory symptoms.

1.2. To help prevent and reduce the spread of COVID-19 and safeguard health of shareholders, EDL-Gen encourages shareholders to appoint an independent director of EDL-Gen to attend the meeting on behalf of shareholders.

Shareholders under 1.1. and 1.2 can appoint an independent director of EDL-Gen as a proxy to attend the meeting and cast votes on behalf of shareholders according to methods outlined in the Invitation Letter. The completed Proxy Form with required documents can be delivered by post or scanned and sent via email or fax. Shareholders can download the Invitation Letter with all attachments as follows:

- You can download the Invitation Letter for 2019 Annual General Shareholders' Meeting from Lao Securities Exchange website at <http://www.lsx.com.la> and EDL-Gen website at <http://www.edlgen.com.la>.
 - After completing the download, please kindly complete required details in every page of the Proxy Form and attach a copy of personal ID card or passport with your signature. The completed set of documents can be scanned and delivered to EDL-Gen by email at edlgenhq@edlgen.com.la, or delivered by fax at 021 316 141, or by post at P.O. Box 2392, Lao-Thai Friendship Road, Thongkang Village, Sisattanak District, Vientiane Capital, Lao PDR within 29 May 2020.
2. **Channel for sending questions in advance**: Shareholders who wish to send specific questions related to the meeting agenda can proceed as follows:
Sending the questions together with the completed Proxy Form to the postal address specified above or sending to Email: edlgenhq@edlgen.com.la or via fax number 021 316141.
3. **For shareholders who will attend the meeting in person**: EDL-Gen would like to ask for your cooperation to comply with preventative measures in organising the meeting to protect and reduce the risk of COVID-19 infection as follows:
- 3.1. EDL-Gen will set up a screening point for all attendees in accordance with Ministry of Health guideline at the meeting area. In case of detecting attendees who are at risk of or showing respiratory symptoms, EDL-Gen reserves the right to not allowing the attendees (either shareholders or proxies) to enter the meeting room. In addition, the Company also requires shareholders or proxies to keep a physical distance from others of at least 1 metre apart at the screening point, document check and registration desks.
 - 3.2. Attendees will be seated according to the requirement of at least 1.5 meters social distancing seating arrangement, which would reduce the total number of seats in the meeting room. Changing seat arrangement is prohibited. Attendees are required to prepare and wear face masks for the entire duration of the meeting.
 - 3.3. Refreshments will not be provided in the foyer to reduce infection risk, and physical copies of 2018 Annual Report and souvenirs will not be distributed to reduce physical contacts.
 - 3.4. Attendees are required to complete the COVID-19 Screening Form attached herewith and deliver it to EDL-Gen staff at the document check desks.

The screening and registration process may take longer time to complete than usual, especially when there are a lot of attendees. In this regard, EDL-Gen would like to apologise for any inconvenience this may cause.

Your cooperation is always highly appreciated.

Sincerely yours,

Managing Director & CEO

-Signature and Affixed Company Seal-
Rattana PRATHOUMVAN



**ແບບຟອມຄັດກອງພະຍາດອັກເສບປອດຈາກເຊື້ອຈຸລະໂລກສາຍພັນໃໝ່ (COVID-19)
ກ່ອນເຂົ້າຮ່ວມກອງປະຊຸມສາມັນຜູ້ຖືຮຸ້ນ ປະຈຳປີ 2019 ໃນວັນທີ 29 ພຶດສະພາ 2020**

ທີ່ຫ້ອງປະຊຸມຊັ້ນ 1 ສຳນັກງານໃຫຍ່ ລັດວິສາຫະກິດໄຟຟ້າລາວ

COVID-19 Screening Form

Before attending to Annual General Meeting of Shareholders 2019 on May 29th, 2020

At Eletricite Du Laos building, Meeting room 1st floor

ຂໍຄວາມຮ່ວມມືທ່ານໃຫ້ຂໍ້ມູນທີ່ຖືກຕ້ອງຕາມຄວາມຈິງ ເປັນປະໂຫຍດໃນການປ້ອງກັນການແຜ່ລະບາດຂອງພະຍາດອັກເສບປອດຈາກເຊື້ອຈຸລະໂລກສາຍພັນໃໝ່ (COVID-19)

We need your help in providing the most accurate and truthful medical statement for effective prevention of the spreading of the disease.

ຊື່ ແລະ ນາມສະກຸນ (Name and Surname).....

ເບີໂທລະສັບ (Mobile Phone Number).....

1. ທ່ານມີໄຂ້ ≥ 37.5 °C ຫຼື ບໍ່ ? Do you have a fever ? (≥ 37.5 °C) ແມ່ນ (Yes) ບໍ່ແມ່ນ (No)

2. ທ່ານມີອາການດັ່ງຕໍ່ໄປນີ້ ຫຼື ບໍ່ ? Do you have any of these symptoms ?

ໄອ (Cough) ແມ່ນ (Yes) ບໍ່ແມ່ນ (No)

ເຈັບຄໍ (Sore throats) ແມ່ນ (Yes) ບໍ່ແມ່ນ (No)

ນ້ຳມູກໄຫຼ (Runny nose) ແມ່ນ (Yes) ບໍ່ແມ່ນ (No)

ເນື້ອຍຫອບ (Shortness of breath) ແມ່ນ (Yes) ບໍ່ແມ່ນ (No)

3. ທ່ານມີປະຫວັດເດີນທາງມາຈາກປະເທດ ຫຼື ມາຈາກພື້ນທີ່ ທີ່ມີການລະບາດຂອງພະຍາດອັກເສບປອດຈາກເຊື້ອຈຸລະໂລກສາຍພັນໃໝ່ (COVID-19) ໃນ 14 ວັນ ທີ່ຜ່ານມາ ຫຼື ບໍ່ ?

Have you traveled / transited from any countries except Laos or area with COVID-19 outbreak within the past 14 days ?

ແມ່ນ (Yes) ມາຈາກປະເທດ/ພື້ນທີ່ (I have travel to) :.....

ບໍ່ແມ່ນ (No)

4. ທ່ານມີປະຫວັດສຳພັນໃກ້ຊິດກັບຜູ້ປ່ວຍທີ່ຕ້ອງສົງໄສຕິດພະຍາດອັກເສບປອດຈາກເຊື້ອຈຸລະໂລກສາຍພັນໃໝ່ (COVID-19) ຫຼື ບໍ່ ?

Have you been in physical contact with suspected COVID - 19 patient ?

ແມ່ນ (Yes)

ບໍ່ແມ່ນ (No)

ໝາຍເຫດ : ຖ້າຫາກທ່ານມີໄຂ້ 37.5 °C ຫຼື ມີອາການຢາງໃດຢ່າງໜຶ່ງຕາມທີ່ລະບຸໄວ້ ຫຼື ມີປະຫວັດເດີນທາງມາຈາກຕ່າງປະເທດ ຫຼື ພື້ນທີ່ ທີ່ມີການລະບາດຂອງພະຍາດ COVID-19 ຫຼື ມີປະຫວັດສຳພັນໃກ້ຊິດກັບຜູ້ປ່ວຍທີ່ຕ້ອງສົງໄສຕິດພະຍາດ COVID-19 ຜ-ຝຝລ ຂໍໃຫ້ທ່ານມອບສັນທະໃຫ້ແກ່ກຳມະການອິດສະໜະຂອງບໍລິສັດ ດ້ວຍການປະກອບແບບຟອມໜັງສືມອບສັນທະ ໃຫ້ແກ່ພະນັກງານກວດກາເອກະສານ ແທນການເຂົ້າຮ່ວມກອງປະຊຸມ ແລະ ເດີນທາງກັບ ພ້ອມທັງປະຕິບັດຕາມຄຳແນະນຳຂອງກະຊວງສາທາລະນະສຸກ.

If you have fever (37.5 °C) ; or any symptoms wich indicates above ; or traveled / transited from any countries or the COVID-19 outbreak areas ; or have been in contact with suspected COVID-19 patients, EDL-Gen would like to kidly ask for your cooperation in giving proxy to an independent director to attend the meeting on your behalf, by filling the proxy Form and submit to EDL-Gen staff. Then you may then return safely to your residence and follow the guideline of the Ministry of Public Health, Laos.