



HANA Microelectronics Public Company Limited

COMMUNICATION AND DISCLOSURE POLICY

**By Board of Directors
13 December 2018**

Communication and Disclosure Policy

I. POLICY OVERVIEW

The company has its obligations to ensure appropriate information disclosure to all our stakeholders including investors concerning our Group and to ensure important information that could impact investment decisions is available equally to all market participants.

II. OBJECTIVES

The purpose of this policy is to conduct fair, timely and appropriate disclosure based on applicable laws and regulations. This policy applies to the board of directors, officers and employees responsible for information disclosure.

III. PROCEDURES:

The following is our basic policy when we disclose information and communication to stakeholders.

1. DISCLOSURE OBLIGATIONS

The company adheres to the following principles with regard to the disclosure of information in markets:

- Complying with relevant laws and regulations
- Timeliness
- Transparency
- Accuracy
- Confidentiality

2. MARKET COMMUNICATION

2.1 Designated Spokespersons

In order to ensure the stakeholders and investors are receiving consistent and accurate information, only the Chief Executive Officer or the Chief Financial Officer or a person specifically authorized by the Chief Executive Officer may serve as an authorized spokesperson to speak on behalf of the company to those groups.

Authorized spokespersons must not provide any market sensitive information that has not been provided to the SET nor make comment on anything that may have a

material effect on the price or value of Hana's securities. No guidance on actual or forecast financial performance will be provided to any external party that has not already been provided to the market generally.

2.2 Communication of information

The corporate secretary is responsible for posting on the company's website for relevant announcements made to the market.

2.3 Analysts and institutional investors

The company conducts the analyst meetings from time to time to discuss matters concerning the company, often at times when the company has posted results or made other significant announcements. Only the authorized spokespersons conduct such sessions. Discussions with investors and analysts are an opportunity to provide background to previously disclosed information.

2.4 Communication blackout periods

The company's silent period starts 30 days prior to the disclosure of the financial statements release. During this time, the company shall not meet with institutional investors, analysts, representatives of financial media or other representatives of capital markets and shall not comment on the financial position of the company, the markets or future prospects. Silent period end when the financial statements release.

3. SHAREHOLDER COMMUNICATION

3.1 Reports to shareholders

The company reports operating results on a quarterly and year-to-date basis as well as produces the annual reports in accordance with the SET and SEC and other applicable laws and regulations. The company's annual report is sent to shareholders at the same time as the notice of shareholders' meeting. All of those reports can be found online on the company's website.

3.2 The Company's website

The company's website contains information about the company including shareholder communications, announcement made to the market and related information. The company shall disclose up-to-date information in both Thai and English through its website.

3.3 General meetings

The general meetings are used to communicate with shareholders and allow an opportunity for shareholders to meet and exchange views on the Group's business with the directors and the management. Shareholders have right to vote on the motions and raise questions at general meetings.

3.4 Notice of meetings

Shareholders are furnished with the matters to be decided at general meetings, and they are informed of the rules, including the voting procedures, that govern the meeting proceedings. The company will place the notices of shareholders' meetings and supporting document on the company's website 30 days before the meeting held.

3.5 Auditor to attend AGM

The external auditor will attend the annual general meeting to answer questions about the conduct of audit and the preparation of the auditor's report.

4. REVIEWS

This Policy is reviewed regularly to ensure it reflects applicable legislative or regulatory requirements.
