UNION GAS HOLDINGS LIMITED
INSTRUCTIONS TO SHAREHOLDERS FOR ANNUAL GENERAL MEETING FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2019 (THE "AGM")

Due to the current COVID-19 restriction orders in Singapore, shareholders will not be allowed to attend the Annual General Meeting of Union Gas Holdings Limited (the "**Company**") in person. Instead, alternative arrangements have been put in place to allow shareholders to participate at the AGM for (a) watching the AGM proceedings via live webcast or listening to the AGM proceedings via live audio feed, (b) submitting questions in advance of the AGM, and/or (c) voting by appointing the Chairman of the Meeting as his/her/its proxy to attend, speak and vote on his/her/its behalf at the AGM. Please see paragraphs I to III below for these alternative arrangements.

I. To vote at the virtual AGM

Shareholders (whether individual or corporate) who wish to exercise their votes must submit their instrument appointing the Chairman of the Meeting ("**Proxy Form**") to vote on their behalf.

Shareholders (whether individual or corporate) appointing the Chairman of the Meeting as proxy must give specific instructions as to his/her/its manner of voting, or abstentions from voting, in the proxy form, failing which the appointment will be treated as invalid.

The completed and signed Proxy Form can be submitted to the Company in hard copy form or by email:

(a) if the Proxy Form is in hard copy and sent personally or by post, to the Share Registrar's office at 50 Raffles Place #32-01 Singapore Land Tower, Singapore 048623; or

(b) if by email, the Proxy Form must be received by the Company at srs.teamc@boardroomlimited.com.

in either case, by 9.00 a.m. on 23 June 2020.

In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for members to submit completed Proxy Forms personally or by post, members are strongly encouraged to submit the completed Proxy Forms electronically via email.

The Proxy Form can also be downloaded from the Company's website at http://forms.uniongas.com.sg/downloads/uniongas-proxy-2020.pdf or SGX website at https://www.sgx.com/securities/company-announcements.

Supplementary Retirement Scheme ("SRS") investors who wish to appoint the Chairman of the Meeting as proxy should approach their respective SRS Operators to submit their votes by 9.00 a.m. on 16 June 2020.

II. Registration for the live webcast

Shareholders will be able to watch the AGM proceedings through a live webcast via their mobile phones, tablets or computers or listen to the AGM proceedings through a live audio feed via telephone. In order to do so, shareholders must follow these steps:

(a) shareholders who wish to watch the live webcast or listen to the live audio feed must pre-register at http://forms.uniongas.com.sg by **9.00 a.m. on 23 June 2020** (the "**Registration Deadline**").

(b) shareholders who have registered by the Registration Deadline but do not receive an email by **9.00 a.m. on 25 June 2020** should contact the Company's Share Registrar at email address srs.teamc@boardroomlimited.com or call the general telephone number at +65 6536 5355 between 10:00 a.m. to 4:00 p.m. for assistance.

The Company advises all shareholders to register as early as possible.

III. Submission of Questions

Shareholders who pre-register to watch the live webcast or listen to the live audio feed may also submit questions related to the AGM to http://forms.uniongas.com.sg. All questions must be submitted by the Registration Deadline.

Please note that shareholders will not be able to ask questions "live" during the webcast and via the audio feed. It is therefore important for shareholders to pre-register their participation and submit their questions early.

The Company would remind shareholders that, with the constantly evolving COVID-19 situation, the Company may be required to change its AGM arrangements at short notice. Shareholders are encouraged to check the Company's announcement regularly for any updates on the AGM.

The Company wishes to thank all shareholders for their patience and co-operation in enabling the Company to hold the AGM with the optimum safe distancing measures amidst the current COVID-19 pandemic.

By Order of the Board

Teo Hark Piang
Executive Director and Chief Executive Officer

11 June 2020

*This announcement has been reviewed by the Company's sponsor, CIMB Bank Berhad, Singapore Branch ("**Sponsor**") in accordance with Rule 226(2)(b) of the Catalist Rules. This announcement has not been examined or approved by the SGX-ST and the SGX-ST assumes no responsibility for the contents of this announcement, including the correctness of any of the statements or opinions made or reports contained in this announcement.*

The contact persons for the Sponsor are Mr. Yee Chia Hsing, Head, Catalist, Investment Banking, Singapore and Mr Ken Lee, Associate Director, Investment Banking, Singapore. The contact particulars are 50 Raffles Place, #09-01 Singapore Land Tower, Singapore 048623, telephone: (65) 6337-5115.