



## NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Annual General Meeting ("AGM") of TAT SENG PACKAGING GROUP LTD (the "Company") will be held at 348 Jalan Boon Lay, Singapore 619529 on Thursday, 25 April 2024 at 10.00 a.m. (Singapore time) for the following purposes:

### AS ORDINARY BUSINESS

- To receive and adopt the Directors' Statement and the Audited Financial Statements of the Company and the Group for the financial year ended 31 December 2023 together with the Auditors' Report thereon. **(Resolution 1)**
- To declare a final ordinary dividend (one tier tax-exempt) of S\$0.02 per ordinary share for the financial year ended 31 December 2023. **(Resolution 2)**
- To note the retirement of the following Directors of the Company who are retiring pursuant to Regulation 91 of the Constitution of the Company and will not be seeking for re-election:
  - Madam Cheong Poh Hua
  - Dr Chen Seow Phun, John
  - Mr Lien Kait LongUpon the retirement of Madam Cheong Poh Hua, she will be relinquishing her position as Executive Director.  
Upon the retirement of Dr Chen Seow Phun, John, he will be relinquishing his position as Deputy Chairman, Non-Executive and Independent Director, Chairman of Remuneration Committee and a member of Nominating Committee and Audit and Risk Committee.  
Upon the retirement of Mr Lien Kait Long, he will be relinquishing his position as Non-Executive and Lead Independent Director, Chairman of Audit and Risk Committee and a member of Nominating Committee and Remuneration Committee.

- To approve the payment of Directors' fees of up to S\$201,500 for the financial year ending 31 December 2024 to be paid half yearly in arrears (FY2023: S\$201,500). **(Resolution 3)**

[See Explanatory Note (i)]

- To re-appoint Messrs KPMG LLP, Certified Public Accountants, as Auditors of the Company and to authorise the Directors of the Company to fix their remuneration. **(Resolution 4)**
- To transact any other ordinary business which may properly be transacted at an Annual General Meeting.

### AS SPECIAL BUSINESS

To consider and if thought fit, to pass the following Resolution with or without amendments as Ordinary Resolution:

#### 7. Authority to issue shares

That pursuant to Section 161 of the Companies Act 1967 and Rule 806 of the Listing Manual of the SGX-ST, authority be and is hereby given to the Directors of the Company to:

- issue shares in the capital of the Company ("Shares") whether by way of rights, bonus or otherwise; and/or
- make or grant offers, agreements or options (collectively, "Instruments") that might or would require shares to be issued, including but not limited to the creation and issue (as well as adjustments to) options, warrants, debentures or other instruments convertible into shares, at any time and upon such terms and conditions and for such purposes and to such persons as the Directors of the Company may in their absolute discretion deem fit; and
- (notwithstanding the authority conferred by this Resolution may have ceased to be in force) issue shares in pursuance of any Instruments made or granted by the Directors of the Company while this Resolution was in force,

(the "Share Issue Mandate")

provided that:

- the aggregate number of shares (including shares to be issued in pursuance of the Instruments, made or granted pursuant to this Resolution) and Instruments to be issued pursuant to this Resolution shall not exceed 50% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company (as calculated in accordance with sub-paragraph (2) below), of which the aggregate number of shares and Instruments to be issued other than on a *pro-rata* basis to existing shareholders of the Company shall not exceed 20% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company (as calculated in accordance with sub-paragraph (2) below);
- (subject to such calculation as may be prescribed by the SGX-ST) for the purpose of determining the aggregate number of shares and Instruments that may be issued under sub-paragraph (1) above, the total number of issued shares and Instruments shall be based on the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company at the time of the passing of this Resolution, after adjusting for:
  - new shares arising from the conversion or exercise of the Instruments or any convertible securities;
  - new shares arising from exercising share options or vesting of share awards, provided the options or awards were granted in compliance with Part VIII of Chapter 8 of the Listing Manual of the SGX-ST; and
  - any subsequent bonus issue, consolidation or subdivision of shares.Adjustments in accordance with sub-paragraphs (2)(a) or (2)(b) above are only to be made in respect of new shares arising from convertible securities, share options or share awards which were issued and outstanding or subsisting at the time of passing of the Share Issue Mandate.

- in exercising the Share Issue Mandate conferred by this Resolution, the Company shall comply with the provisions of the Listing Manual of the SGX-ST for the time being in force (unless such compliance has been waived by the SGX-ST) and the Constitution of the Company; and
- unless revoked or varied by the Company in general meeting, the Share Issue Mandate shall continue in force (i) until the conclusion of the next Annual General Meeting of the Company or the date by which the next Annual General Meeting of the Company is required by law to be held, whichever is earlier or (ii) in the case of shares to be issued in pursuance of the Instruments, made or granted pursuant to this Resolution, until the issuance of such shares in accordance with the terms of the Instruments, whichever is earlier. **(Resolution 5)**

[See Explanatory Note (ii)]

By Order of the Board

Siau Kuei Lian  
Company Secretary  
Singapore  
9 April 2024

### Explanatory Notes:

- Resolution 3, in item 4 above is to allow the Company to pay Directors' fees to Non-Executive and Independent Directors in arrears on a half-yearly basis for the financial year ending 31 December 2024. In the event that the amount of the Directors' fees proposed is insufficient, approval will be sought at the next AGM of the Company for payments to meet the shortfall.
- Resolution 5, in item 7 above, if passed, will empower the Directors of the Company from the date of this AGM until the date of the next AGM of the Company, or the date by which the next AGM of the Company is required by law to be held or such authority is varied or revoked by the Company in a general meeting, whichever is the earlier, to issue shares, make or grant instruments convertible into shares and to issue shares pursuant to such instruments, up to a number not exceeding, in total, 50% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company, of which up to 20% may be issued other than on a *pro-rata* basis to existing shareholders of the Company.

For determining the aggregate number of shares that may be issued, the percentage of issued shares in the capital of the Company will be calculated based on the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company at the time this Ordinary Resolution is passed after adjusting for new shares arising from the conversion or exercise of the Instruments or any convertible securities, the exercise of share options or the vesting of share awards outstanding or subsisting at the time when this Ordinary Resolution is passed and any subsequent consolidation or subdivision of shares.

### Notes:

- A member of the Company (other than a Relevant Intermediary\*) entitled to attend and vote at the Annual General Meeting (the "AGM") is entitled to appoint not more than two (2) proxies to attend and vote in his/her stead. A member shall specify the proportion of his/her/its shareholding to be represented by each proxy in the instrument appointing the proxies, failing which the nomination shall be deemed to be alternative. A proxy need not be a member of the Company.
- A Relevant Intermediary may appoint more than two (2) proxies, but each proxy must be appointed to exercise the rights attached to a different share or shares held by him/her (which number and class of shares shall be specified).
- The instrument appointing a proxy or proxies must be deposited at the office of the Company's Share Registrar, B.A.C.S. Private Limited, 77 Robinson Road, #06-03 Robinson 77, Singapore 068896 or email to [main@zicoholdings.com](mailto:main@zicoholdings.com) by 10.00 a.m. on 22 April 2024.
- The instrument appointing a proxy or proxies must be under the hand of the appointor or of his/her attorney duly authorised in writing. Where the proxy form is executed by a corporation, it must be executed either under its seal or under the hand of an officer or attorney duly authorised. Where the proxy form is executed by an attorney on behalf of the appointor, the letter or power of attorney or a duly certified copy thereof must be lodged with the instrument.
- An investor who holds shares under the Central Provident Fund Investment Scheme ("CPF Investor") and/or the Supplementary Retirement Scheme ("SRS Investors") (as may be applicable) may attend and cast his/her vote(s) at the AGM in person. CPF and SRS Investors who are unable to attend the AGM but would like to vote, may inform their CPF and/or SRS Approved Nominees to appoint the Chairman of the Meeting as proxy by 5.00 p.m. on 15 April 2024, in which case, the CPF and SRS Investors shall be precluded from attending the AGM.

\* A Relevant Intermediary is:

- a banking corporation licensed under the Banking Act 1970 or a wholly-owned subsidiary of such a banking corporation, whose business includes the provision of nominee services and who holds shares in that capacity; or
- a person holding a capital markets services licence to provide custodial services for securities under the Securities and Futures Act 2001 and who holds shares in that capacity; or
- the Central Provident Fund Board established by the Central Provident Fund Act 1953, in respect of shares purchased under the subsidiary legislation made under that Act providing for the making of investments from the contributions and interest standing to the credit of members of the Central Provident Fund, if the Board holds those shares in the capacity of an intermediary pursuant to or in accordance with that subsidiary legislation.

### Personal data privacy:

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the AGM and/or any adjournment thereof, a member of the Company (i) consents to the collection, use and disclosure of the member's personal data by the Company (or its agents or service providers) for the purpose of the processing, administration and analysis by the Company (or its agents or service providers) of proxies and representatives appointed for the AGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the AGM (including any adjournment thereof), and in order for the Company (or its agents or service providers) to comply with any applicable laws, listing rules, regulations and/or guidelines (collectively, the "Purposes"), (ii) warrants that where the member discloses the personal data of the member's proxy(ies) and/or representative(s) to the Company (or its agents or service providers), the member has obtained the prior consent of such proxy(ies) and/or representative(s) for the collection, use and disclosure by the Company (or its agents or service providers) of the personal data of such proxy(ies) and/or representative(s) for the Purposes, and (iii) agrees that the member will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the member's breach of warranty.

### NOTICE OF RECORD AND DIVIDEND PAYMENT DATE

**NOTICE IS HEREBY GIVEN** that subject to the approval of the shareholders of Tat Seng Packaging Group Ltd (the "Company") for the Final Ordinary Dividend being obtained at the Annual General Meeting ("AGM"), the Register of Members and Transfer Books of the Company will be closed on 11 May 2024 for the purposes of determining the shareholders' entitlements to the proposed Dividend.

Duly completed registrable transfers of shares received by the Company's Share Registrar, B.A.C.S. Private Limited of 77 Robinson Road, #06-03 Robinson 77, Singapore 068896 up to 5.00 p.m. on 10 May 2024 will be registered to determine members' entitlements to the said Dividends. Subject to the aforesaid, members whose Securities Account with The Central Depository (Pte) Limited are credited with shares of the Company at 5.00 p.m. on 10 May 2024 will be entitled to the proposed Dividend.

The proposed payment of the Dividend, if approved by the shareholders at the AGM will be paid on 24 May 2024.

### SHAREHOLDERS' QUESTIONS

Shareholders may send their questions by 5.00 p.m. on 16 April 2024 via email to our Investor Relations Team at [ir@tspg.sg](mailto:ir@tspg.sg) and provide us with the following details:

- Full name
- NRIC/Passport number
- Contact number
- Email address
- Specify the manner in which you hold shares in the Company (e.g. via CDP, CPF/SRS, Scrip-based, Corporate Shareholder, or through Depository Agent)

Persons who hold shares through relevant intermediaries under Section 181 of the Companies Act 1967, including CPF and SRS investors who wish to submit their questions, should approach their relevant intermediary (which would include, in the case of CPF and SRS investors, their respective CPF Agent Banks and SRS Operators) through which they hold such shares as soon as possible.

The Company will address the substantial and relevant questions from shareholders by 19 April 2024 and upload the Company's responses on the SGXNet at <http://www.sgx.com/securities/company-announcements> and the Company's website at <http://www.tspg.sg/investor-relations/company-announcements>.

The minutes of the AGM, shall thereafter be published on the SGXNet and the Company's website, within one month from the conclusion of the AGM.