MARY CHIA HOLDINGS LIMITED
(Incorporated in the Republic of Singapore)
Company Registration No. 200907634N

ALTERNATIVE ARRANGEMENTS FOR THE ANNUAL GENERAL MEETING ("AGM") OF THE COMPANY TO BE HELD AT 26 TAI SENG STREET, #07-02 J'FORTE, SINGAPORE 534057 ON 28 NOVEMBER 2022

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1. Background

Mary Chia Holdings Limited (the "**Company**" and together with its subsidiaries, the "**Group**") refers to:

(a) the COVID-19 (Temporary Measures) Act 2020 which enables the Minister for Law by order to prescribe alternative arrangements for listed companies in Singapore to hold or conduct general meetings;
(b) the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 (the **"Order"**) which sets out the alternative arrangements in respect of, *inter alia,* general meetings of companies; and
(c) the joint statement by the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation issued on 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020, 1 October 2020 and 4 February 2022), read together with the FAQs on "The Holding of General Meetings" dated 23 May 2022 issued by Singapore Exchange Regulation, which provides guidance on the conduct of general meetings amid the evolving COVID-19 situation.

2. Date, time and conduct of Annual General Meeting

The Company is pleased to announce that pursuant to the Order, the Company's Annual General Meeting ("AGM") will be held, in a wholly physical format, at 26 Tai Seng Street, #07-02 J'Forte, Singapore 534057 on Monday, 28 November 2022 at 10.00 a.m. (Singapore Time). There will be no option for shareholders to participate virtually.

3. COVID-19 safe management measures

The Company will be implementing COVID-19 vaccination-differentiated safe management measures at the AGM (i.e., all attendees must be fully vaccinated, recovered from COVID-19 in the past 180 days, or medically ineligible for vaccination) and/or any other safe management measures as may be required or recommended under any regulations, directives, measures or guidelines that may be issued from time to time by any government or regulatory agency in light of the COVID-19 situation in Singapore. Shareholders should check the SGXNet at the URL https://sgx.com/securities/company-announcements for the latest updates.

4. Documents in connection with the AGM

The Company has today issued the following documents in connection with the AGM:

(a) Annual Report 2022
(b) Notice of the AGM dated 11 November 2022 (the **"Notice of AGM"**)
(c) Proxy Form

(collectively, the **"AGM Documents"**)

No printed copies of the AGM Documents will be despatched to shareholders. Electronic copies of the AGM Documents have been made available to the SGX website at https://www.sgx.com/securities/company-announcements.

5. Arrangements for Participation at the AGM

Shareholders may participate in the AGM by:

(a) attending the AGM in person
(b) submitting questions to the Chairman of the Meeting in advance of, or at, the AGM; and/or
(c) voting at the AGM (i) by the shareholders themselves or their duly appointed proxy(ies) (other than the Chairman of the AGM); or (ii) by appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

Details of the steps for registration, submission of questions and voting at the AGM by shareholders, including CPFIS and SRS investors, are set out in the Appendix. In particular, CPFIS and SRS investors who hold the Company's shares through CPF Agent Banks or SRS Operators and who wish to request their CPF Agent Banks or SRS Operators to appoint the Chairman of the Meeting as their proxy in respect of the Company's shares held by such CPF Agent Banks or SRS Operators on their behalf should approach their respective CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 17 November 2022.

6. Persons who hold shares through relevant intermediaries.

Persons who hold the Company's shares through relevant intermediaries (as defined in Section 181 of the Companies Act 1967), other than CPFIS and SRS investors, and who wish to participate in the AGM by:

(a) attending the AGM in person;
(b) submitting questions to the Chairman of the Meeting in advance of, or at, the AGM; and/or
(c) voting at the AGM (i) by the shareholders themselves or their duly appointed proxy(ies) (other than the Chairman of the AGM); or (ii) by appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM,

should contact the relevant intermediary through which they hold such shares as soon as possible in order for the necessary arrangements to be made for their participation in the AGM.

7. Summary of Key Dates/Deadlines

In summary, the key dates/deadlines which shareholders should take note of are set out in the table below:

Key dates	Actions
5.00 p.m. on 17 November 2022 (Thursday)	Deadline for CPFIS members or SRS investors who wish to appoint the Chairman of the AGM as proxy or their duly appointed proxy(ies) to vote on their behalf at the AGM to approach their respective CPFIS Agent Banks or SRS Approved Banks to submit their votes.
5.00 p.m. on 18 November 2022 (Friday)	Deadline for Shareholders to submit substantial and relevant questions in advance of the AGM.
After trading hours on 22 November 2022 (Tuesday)	Publication by the Company of its responses to the substantial and relevant questions submitted by shareholders by the 18 November 2022 submission deadline on SGXNet at the URL https://sgx.com/securities/company-announcements.

10.00 a.m. on 26 November 2022 (Saturday)	Deadline for shareholders to submit instruments appointing a proxy(ies).

8. Important reminder

Shareholders are reminded to check the SGX website at https://www.sgx.com/securities/company-announcements, for the latest updates on the status of the AGM.

By Order of the Board

Ho Yow Ping (He YouPing)
Chief Executive Officer
11 November 2022

This announcement has been reviewed by the Company's sponsor, Evolve Capital Advisory Private Limited (the "**Sponsor**"). This announcement has not been examined or approved by the Singapore Exchange Securities Trading Limited (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 person for the Sponsor is Mr Jerry Chua (Tel: (65) 6241 6626), at 138 Robinson Road, Oxley Tower, #13- 02, Singapore 068906.

APPENDIX

STEPS FOR REGISTRATION, SUBMISSION OF QUESTIONS AND VOTING AT THE AGM

Shareholders (including CPFIS and SRS investors) can attend the AGM in person, submit questions to the Chairman of the Meeting in advance of, or at, the AGM and/or vote at the AGM by themselves or through their duly appointed proxy(ies).

To do so, they will need to complete the following steps:

No.	Steps	Details
1.	**Register in person to attend the AGM**	**Shareholders, including CPFIS and SRS investors, and (where applicable) duly appointed proxies can attend the AGM in person.** To do so, they will need to register in person at the registration counter(s) outside the AGM venue on the day of the event. Please: (a) bring along your NRIC/passport so as to enable the Company to verify your identity; and (b) **have available your TraceTogether app or HealthHub app so as to enable the Company to verify your COVID-19 vaccination status.** Shareholders are requested to arrive early to facilitate the registration process. They are advised not to attend the AGM if they are feeling unwell.
2.	**Submit questions in advance of, or at, the AGM**	**Shareholders, including CPFIS and SRS investors, can submit questions in advance of, or at, the AGM.** **Submission of substantial and relevant questions in advance of AGM.** Shareholders, including CPFIS and SRS investors, can submit substantial and relevant questions related to the resolutions to be tabled for approval at the AGM to the Chairman of the Meeting, in advance of the AGM, in the following manner: (a) **Via email** to main@zicoholdings.com. (b) **By post** to the Company's Share Registrar, B.A.C.S. Private Limited, at 77 Robinson Road, #06-03 Robinson 77, Singapore 068896. When submitting your questions via email or by post, please also provide us with the following details: (a) your full name; (b) your address; and (c) the manner in which you hold shares in SGX (e.g., via CDP, CPFIS/SRS and/or scrip). **Deadline to submit questions in advance of AGM.** All questions submitted in advance of the AGM via any of the above channels must be received by 5.00 p.m. on 18 November 2022 in order to give the Company sufficient time to process and address the substantial and relevant ones. **Asking substantial and relevant questions at the AGM**. Shareholders, including CPFIS and SRS investors, and (where applicable) duly appointed proxies can also ask the Chairman of the Meeting substantial

		and relevant questions related to the resolutions to be tabled for approval at the AGM, at the AGM itself. **Addressing questions.** We will address all substantial and relevant questions received from shareholders by the 18 November 2022 submission deadline by publishing our responses to such questions on SGXNet after trading hours on 22 November 2022. We will address any subsequent clarifications sought, or substantial and relevant follow-up questions (which are related to the resolutions to be tabled for approval at the AGM) received after the 18 November 2022 submission deadline which have not already been addressed prior to the AGM, as well as those substantial and relevant questions received at the AGM, at the AGM itself. **Where substantially similar questions are received, we will consolidate such questions and consequently not all questions may be individually addressed.** **Minutes of AGM.** We will publish the minutes of the AGM on SGXNet, and the minutes will include the responses to substantial and relevant questions from shareholders which are addressed during the AGM.
3.	**Vote, or submit instruments appointing a proxy(ies) to vote, at the AGM**	Shareholders can vote at the AGM themselves or through their duly appointed proxy(ies). Shareholders who wish to appoint a proxy(ies) must submit an instrument appointing a proxy(ies). **Submission of instruments appointing a proxy(ies).** The instrument appointing a proxy(ies) must be submitted to the Company in the following manner: (a) if submitted by post, be lodged at the office of the Company's Share Registrar, B.A.C. S. Private Limited, at 77 Robinson Road, #06-03 Robinson 77, Singapore 068896; or (b) if submitted electronically, be submitted via email to the Company's Share Registrar at main@zicoholdings.com. in each case, not later than 10.00 a.m. on 26 November 2022. **Deemed revocation of proxy appointment if shareholder attends the AGM in person.** Completion and return of the instrument appointing a proxy(ies) by a shareholder will not prevent him/her from attending, speaking and voting at the AGM if he/ she so wishes. The appointment of the proxy(ies) for the AGM will be deemed to be revoked if the shareholder attends the AGM in person and in such event, the Company reserves the right to refuse to admit any person or persons appointed under the relevant instrument appointing a proxy(ies) to the AGM. **CPFIS and SRS investors.** CPFIS and SRS investors who hold the Campany's shares through CPF Agent Banks or SRS Operators: (a) may vote at the AGM if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators, and should contact their respective CPF Agent Banks or SRS Operators if they have any queries regarding their appointment as proxies; or (b) may appoint the Chairman of the Meeting as proxy to vote on their behalf at the AGM, in which case they should approach their CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 17 November 2022.