## SYSMA HOLDINGS LIMITED

Company Registration No. 201207614H (Incorporated in the Republic of Singapore)

# PROXY FORM ANNUAL GENERAL MEETING

#### IMPORTANT:

- The Annual General Meeting is being convened, and will be held, by electronic means pursuant to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2021. Printed copies of the Notice of Annual General Meeting and Proxy Form will not be sent to members. The Notice of Annual General Meeting and Proxy Form will be published by electronic means via announcement on the SGX website at the URL <a href="https://www.sgx.com/securities/companyannouncements">https://www.sgx.com/securities/companyannouncements</a> and may be accessed at the Company's website at the URL <a href="https://www.sgx.com/securities/companyannouncements">www.sgx.com/securities/companyannouncements</a> and may be accessed at the Company's website at the URL
- Alternative arrangements relating to attendance at the Annual General Meeting is electronic means (including arrangements by which the Annual General Meeting can be electronically accessed via live audio-visual webcast or live audio-only stream), submission of questions to the Chairman of the Meeting in advance of the Annual General Meeting, addressing of substantial and relevant questions related to the resolutions to be tabled for approval at the AGM and if necessary, any subsequent clarifications sought, or follow-up questions in respect of such questions at or prior to the Annual General Meeting, and voting by appointing the Chairman of the Meeting as proxy at the Annual General Meeting are set out in the Company's announcement accompanying the Notice of Annual General Meeting dated 3 November 2021. The aforesaid announcement may be accessed at the Company's website at the URL <a href="https://conveneagm.sg/sysmaagm2021">https://conveneagm.sg/sysmaagm2021</a>, and on the SGX website at the URL <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a>.
- 3. Due to the various control and safe distancing measures put in place in Singapore to prevent the spread of COVID-19, members will not be able to attend the Annual General Meeting in person. A member (whether individual or corporate) must appoint the Chairman of the Meeting as his/her/its proxy to attend, speak and vote on his/her/its behalf at the Annual General Meeting if such member wishes to exercise his/her/its voting rights at the Annual General Meeting.
- CPF/SRS investors who wish to appoint the Chairman of the Meeting as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes at least seven
  working days before the AGM, latest by 17 November 2021 at 10.00 a.m.
- By submitting an instrument appointing the Chairman of the Meeting as proxy, the member accepts and agrees to the personal data privacy terms set out in the Notice of Annual General Meeting dated 3 November 2021.

at ti	ase read the notes overleaf which contain instructions on, inter alia, the appointment of the Chairman of the Annual General Meeting.	The Meeting as a	Thermoer's proxy to	attoria, speak ari		in maynerita bendi	
I/We*,_						(Name)	
		(NRIC	/Passport No	./Company	Regi	stration No.*)	
of		,				(Address)	
	* f O		Ale e Ole e leure	6 41	A	/	
<b>Meetii</b> the Co	er/members* of Sysma Holdings Limited (the "Company"), hereking, as my/our* proxy to attend, speak and to vote for me/us* openpany to be convened and held by way of electronic means on forment thereof.	n my/our*	behalf at the	Annual G	enera	al Meeting of	
			VOTING			ABSTAIN	
						FROM	
No.	ORDINARY RESOLUTIONS		FOR **	AGAINST	**	VOTING**	
	NARY BUSINESS						
1.	To receive and adopt the Audited Financial Statements of the Compa financial year ended 31 July 2021, together with the Statement of and the Independent Auditor's Report thereon.						
2.	To approve the payment of Directors' Fees of S\$120,000 for the financial year ending 31 July 2022, to be paid quarterly in arrears. (FY2021: S\$128,000)						
3.	To re-elect Mr Sin Soon Teng as a Director under Article 107 of the Company's Constitution.						
4.	To re-elect Mr Richard Tan Kheng Swee as a Director under Article 107 of the Company's Constitution.						
5.	To re-elect Mr Lim Kheng Hock as a Director under Article 117 of the Company's Constitution.						
6.	To re-appoint Messrs Deloitte & Touche LLP as Auditors and to authorise the Directors to fix their remuneration.						
SPEC	IAL BUSINESS						
7.	To approve the proposed renewal of the Share Buyback Mandate.						
SPEC	IAL RESOLUTION						
8.	To authorise the allotment and issuance of shares pursuant to Sect the Companies Act, Chapter 50.	tion 161 of					
ORDI	NARY BUSINESS						
9.	To declare a first and final tax exempt one-tier dividend of Singapor per ordinary share for the financial year ended 31 July 2021.	re cent 0.5					
** V "/ th A re	this day of 2021  Welete as appropriate oting will be conducted by poll. If you wish the Chairman of the Meeting as your proxy to cast all your Against" box provided in respect of that resolution. Alternatively, please indicate the number of votes for the Chairman of the Meeting as your proxy to abstain from voting on a resolution, please indicate with Iternatively, please indicate the number of shares that the Chairman of the Meeting as your proxy is dissolution. In the absence of specific directions in respect of a resolution, the appointment of the Chairman this day of 2021	or or against in the h an "X" in the "A irected to abstain	"For" or "Against" bstain From Voting from voting in the	box in respect of " box provided in 'Abstain From Vo	that respecting" bo	solution. If you wish at of that resolution. ax in respect of that	
Total N		otal Numbe	lumber of Shares held in:			No. of Shares	
		DP Registe	ister				
Region			embers				

#### **NOTES:**

- 1. If the member has shares entered against his name in the Depository Register (maintained by The Central Depository (Pte) Limited), he should insert that number of shares. If the member has shares registered in his name in the Register of Members (maintained by or on behalf of the Company), he should insert that number of shares. If the member has shares entered against his name in the Depository Register and shares registered in his name in the Register of Members, he should insert the aggregate number of shares. If no number is inserted, this form of proxy (the "Proxy Form") will be deemed to relate to all the shares held by the member.
- 2. Due to the various control and safe distancing measures put in place in Singapore to prevent the spread of COVID-19, members will not be able to attend the Annual General Meeting ("AGM") in person. A member (whether individual or corporate) must submit his/her/its Proxy Form appointing the Chairman of the Meeting as his/her/ its proxy to attend, speak and vote on his/her/its behalf at the AGM if such member wishes to exercise his/her/its voting rights at the AGM. Where a member (whether individual or corporate) appoints the Chairman of the Meeting as his/her/its proxy, he/she/it must give specific instructions as to voting, or abstentions from voting, in respect of a resolution in the Proxy Form, failing which the appointment of the Chairman of the Meeting as proxy for that resolution will be treated as invalid. The Proxy Form for the AGM will be announced together with the Notice of AGM and may be accessed at the Company's website at the URL <a href="https://www.sgx.com/securities/companyannouncements">https://www.sgx.com/securities/companyannouncements</a>.

CPF/SRS investors who wish to appoint the Chairman of the Meeting as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes at least seven working days before the AGM, latest by 17 November 2021 at 10.00 a.m.

3. The Chairman of the Meeting, as proxy, need not be a member of the Company.

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### **PROXY FORM**

Affix Postage Stamp

The Share Registrar

## SYSMA HOLDINGS LIMITED

Tricor Barbinder Share Registration Services
80 Robinson Road
#11-02
Singapore 068898

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- 4. The Proxy Form must be submitted to the Company in the following manner:
  - a) via the following URL <a href="https://conveneagm.sg/sysmaagm2021">https://conveneagm.sg/sysmaagm2021</a> (the "Sysma AGM Website") in the electronic format accessible on the Sysma AGM Website; or
  - b) if submitted by post, be lodged at the office of the Company's Share Registrar, Tricor Barbinder Share Registration Services (a division of Tricor Singapore Pte. Ltd.) at 80 Robinson Road, #11-02, Singapore 068898; or
  - c) if submitted electronically, be submitted via email to the Company's Share Registrar at <u>sg.is.proxy@sg.tricorglobal.com</u>, in either case not less than 48 hours before the time appointed for the AGM, <u>latest by 24 November 2021 at 10:00 a.m.</u>

A member who wishes to submit a Proxy Form must first download, complete and sign the Proxy Form, before submitting it by post to the address provided above, or before scanning and sending it by email to the email address provided above.

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 by post, members are strongly encouraged to submit completed Proxy Forms electronically via email/or Sysma AGM Website <a href="https://www.sysma.com.sg">www.sysma.com.sg</a>.

- 5. The Proxy Form must be under the hand of the appointor or of his attorney duly authorised in writing. Where the Proxy Form is executed by a corporation, it must be executed under its common seal or under the hand of its attorney or a duly authorised officer.
- 6. Where a Proxy Form is signed on behalf of the appointor by an attorney, the letter or power of attorney or a duly certified copy thereof must (failing previous registration with the Company) be lodged with the Proxy Form, failing which the Proxy Form may be treated as invalid.
- 7. A corporation which is a member may authorise by resolution of its directors or other governing body such person as it thinks fit to act as its representative at the AGM, in accordance with Section 179 of the Companies Act, Chapter 50 of Singapore.
- 8. The Company shall be entitled to reject a Proxy Form which is incomplete, improperly completed, illegible or where the true intentions of the appointor are not ascertainable from the instructions of the appointor specified on the Proxy Form. In addition, in the case of shares entered in the Depository Register, the Company may reject a Proxy Form (or any related attachment) if the member, being the appointor, is not shown to have shares entered against his name in the Depository Register as at 72 hours before the time appointed for holding the AGM, as certified by The Central Depository (Pte) Limited to the Company.