

**Matex International Limited**  
(Company Registration No. 198904222M)  
(Incorporated in Singapore)  
(the “Company”)

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**IMPORTANT NOTICE TO SHAREHOLDERS REGARDING THE COMPANY’S EXTRAORDINARY  
GENERAL MEETING TO BE HELD ON 28 SEPTEMBER 2020**

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**1. Introduction**

The Board of Directors (the “**Board**” or “**Directors**”) of Matex International Limited (the “**Company**” and together with its subsidiaries, collectively the “**Group**”) refers to:

- (i) the COVID-19 (Temporary Measures) Act 2020 (the “**Act**”) passed by Parliament on 7 April 2020 which enables the Minister for Law by order to prescribe alternative arrangements for listed companies in Singapore to, inter alia, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means;
- (ii) 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 was gazetted on 13 April 2020 and is deemed to have come into operation on 27 March 2020, and which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and
- (iii) The Joint Statement by the Singapore Exchange Securities Trading Limited, the Accounting and Corporate Regulatory Authority and the Monetary Authority of Singapore which was issued on 13 April 2020, providing a checklist (which provides further guidance on the Act and the Order) to guide listed and non-listed entities on the conduct of general meetings during the period when elevated safe distancing measures are in place.

**2. Date, Time and Conduct of Extraordinary General Meeting**

The Directors wish to inform shareholders that the Company will issue the Notice of Extraordinary General Meeting (“**EGM**”) on 11 September 2020 (“**Notice of EGM**”). The EGM will be held by way of electronic means on 28 September 2020 at 3.00 p.m.

**3. No Despatch of Printed Copies of Circular, Notice of EGM and Proxy Form**

In line with the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020, no printed copies of the Circular, the Notice of EGM and the Proxy Form in respect of the EGM will be despatched to shareholders.

A copy of the Circular attaching the Notice of EGM and the Proxy Form has been uploaded on SGXNet and will be made available on the Company’s website. A shareholder will need an internet browser and PDF reader to view these documents on SGXNet and the Company’s website.

#### 4. Alternative Arrangements for EGM

##### No physical attendance

Pursuant to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 (as amended from time to time), the EGM will be held by electronic means and members of the Company will NOT be allowed to attend the EGM in person.

Alternative arrangements are instead put in place to allow shareholders to participate in the EGM by:

- (i) watching and/or listening to the EGM proceedings via a “live” webcast;
- (ii) submitting questions ahead of the EGM; and/or
- (iii) voting by proxy at the EGM.

##### **“Live” webcast**

The EGM proceedings will be conducted via electronic means. Shareholders will be able to watch or listen to the proceedings via a “live” webcast on their mobile phones, tablets or computers.

In order to do the above, shareholders will have to follow these steps:

- (i) Shareholders (including those who hold their shares through relevant intermediaries<sup>1</sup> (including CPF Investors or SRS investors)) who wish to watch or listen to the “live” webcast must pre-register with the Company at the URL: <https://www.bigmarker.com/matex-egm-2020/Matex-International-Limited-EGM-2020-Shareholder-s-Registration> the “**Matex EGM Website**”), to create an account, no later than 3.00 p.m. on 25 September 2020 (the “**Registration Deadline**”).
- (ii) Following authentication of a shareholder’s status, such shareholder will receive an email on their authentication status and will be able to access the “live” webcast of the EGM proceedings using the account created.
- (ii) Shareholders who have pre-registered by the Registration Deadline but do not receive the aforementioned email by 3.00 p.m. on 27 September 2020 should contact the Company at the following email address: [egm@matex.com.sg](mailto:egm@matex.com.sg), with the following details included: (1) the full name of the shareholder; and (2) his/her/its identification/registration number.

Shareholders are reminded that the EGM proceedings are private. Instructions on access to the “live” webcast of the EGM proceedings should therefore not be shared with anyone who is not a shareholder of the Company or otherwise he or she shall not be authorised to attend the EGM. Recording of the “live” webcast in whatever form is also strictly prohibited.

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<sup>1</sup> A relevant intermediary is:

- (a) a banking corporation licensed under the Banking Act (Chapter 19 of Singapore) 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
- (b) a person holding a capital markets services licence to provide custodial services under the Securities and Futures Act (Chapter 289 of Singapore) and who holds shares in that capacity; or
- (c) the Central Provident Fund Board established by the Central Provident Fund Act (Chapter 36 of Singapore), 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 Central Provident Fund Board holds those shares in the capacity of an intermediary pursuant to or in accordance with that subsidiary legislation.

## **System Requirement**

### **Browser**

For optimal user experience, it is recommended that shareholders use the following browser versions when accessing the Matex EGM Website as well as the “live” webcast of the EGM proceedings:

- Mozilla Firefox 69 and above; or
- Safari 12.1.2 and above; or
- Google Chrome 74 and above; or
- Microsoft Edge 79 and above.

### **Operating System**

For Microsoft Windows Operating system, it is recommended that shareholders use Windows 10.

## **Submission of questions**

Shareholders may submit questions relating to the resolution to be tabled for approval at the EGM.

All questions must be submitted no later than 3.00 p.m. on 21 September 2020 (the “**Submission Deadline**”) via any one of the following means:

- (i) by posting a physical copy to the registered office of the Company at 1003 Bukit Merah Central #01-10 Inno Centre, Singapore 159836; or
- (ii) by email to [egm@matex.com.sg](mailto:egm@matex.com.sg).

If the questions are deposited in physical copy at the Company’s registered office or sent via email, and in either case not accompanied by the completed and executed proxy form, the following details must be included with the submitted questions: (1) the full name of the shareholder; and (2) his/her/its identification/registration number for verification purposes, failing which the submission will be treated as invalid.

The Company will endeavour to address substantial and relevant questions relating to the resolution to be tabled for approval at the EGM.

Please note that shareholders will not be able to ask questions at the EGM and accordingly, it is important for shareholders to submit their questions by the Submission Deadline.

The Company will publish the minutes of the EGM on SGXNet and the Company’s website, and the minutes will record substantial and relevant questions from shareholders relating to the resolution tabled at the EGM, and the responses from the board of directors and management (as applicable).

## **Voting by proxy**

Shareholders will not be able to vote online at the EGM. Instead, if shareholders (whether individuals or corporates) wish to exercise their votes, they must submit a proxy form to appoint the chairman of the EGM (the “**EGM Chairman**”) to vote on their behalf.

Shareholders (whether individuals or corporates) appointing the EGM Chairman 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 and votes will be treated as invalid.

The proxy form must be submitted to the Company no later than **3.00 p.m. on 26 September 2020** through any one of the following means:

- (i) by posting a physical copy to the registered office of the Company at 1003, Bukit Merah Central, #01-10 Inno Centre, Singapore 159836; or
- (ii) by sending a scanned PDF copy by email to [egm@matex.com.sg](mailto:egm@matex.com.sg).

Shareholders who hold their shares through relevant intermediaries<sup>1</sup> (including CPF Investors or SRS investors) and who wish to exercise their votes by appointing the EGM Chairman as proxy should approach their respective relevant intermediaries (including their respective CPF Agent Banks or SRS Approved Banks) to submit their voting instructions at least seven (7) working days prior to the date of the EGM.

**Persons who hold shares through relevant intermediaries**

Persons who hold shares of the Company through relevant intermediaries (as defined in section 181 of the Companies Act, Chapter 50), including CPF Investors and/or SRS Investors, and who wish to participate in the EGM by:

- (i) watching and/or listening to the EGM proceedings via a “live” webcast;
- (ii) submitting questions ahead of the EGM; and/or
- (iii) voting by proxy at the EGM.

should approach the relevant intermediary (which would include, in the case of CPF Investors and SRS investors, their respective CPF/SRS Approved Nominees (CPF Agent Banks or SRS Operators) through which they hold such shares as soon as possible in order for the necessary arrangements to be made for their participation in the EGM.

As the COVID-19 situation is constantly evolving, the Company has to implement measures to take into account the requirements, guidelines and recommendations of regulatory bodies and government agencies from time to time. Accordingly, the Company may be required to change its EGM arrangements at short notice. Shareholders are advised to closely monitor announcements made by the Company on SGXNET.

The Company would like to thank all shareholders for their patience and cooperation in enabling us to hold and conduct the EGM with the optimum safe distancing measures amidst the COVID-19 pandemic.

By Order of the Board

Dr Tan Pang Kee  
Chief Executive Officer/Managing Director  
11 September 2020

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This announcement has been reviewed by the Company’s sponsor, CIMB Bank Berhad, Singapore Branch (the “**Sponsor**”) in accordance with Rule 226(2)(b) of the Singapore Exchange Securities Trading Limited (the “**SGX-ST**”) Listing Manual Section B: Rules of Catalyst (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 person for the Sponsor is Mr Jason Chian, Managing Director, Investment Banking, CIMB Bank Berhad, Singapore Branch. The contact details are 50 Raffles Place, #09-01 Singapore Land Tower, Singapore 048623, Telephone: +65 6337 5115.