



**HAW PAR CORPORATION LIMITED**

(Company Registration Number: 196900437M)

(Incorporated in the Republic of Singapore)

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**54TH ANNUAL GENERAL MEETING TO BE HELD AT  
PARKROYAL ON BEACH ROAD, GRAND BALLROOM, LEVEL 1, 7500 BEACH ROAD,  
SINGAPORE 199591 ON 25 APRIL 2023 AT 2.00 P.M.**

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**1. BACKGROUND**

Haw Par Corporation Limited (“HPC” or the “Company”) 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 convene, 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 of 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020 and 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 THE 54TH ANNUAL GENERAL MEETING**

HPC announces that pursuant to the Order, its 54th Annual General Meeting (“AGM”) will be held at Parkroyal on Beach Road, Grand Ballroom, Level 1, 7500 Beach Road, Singapore 199591 on **Tuesday, 25 April 2023 at 2.00 p.m.** (Singapore time). **There will be no option for shareholders to participate virtually.**

Please note that there will be no food or vouchers at the upcoming AGM. Only coffee and tea will be served after the AGM.

**3. NOTICE OF AGM AND PROXY FORM**

Printed copies of the Notice of AGM and proxy form will be sent to shareholders by post. These documents are also published on the Company’s corporate website at <https://www.hawpar.com/agm2023> and on the SGX website at <https://www.sqx.com/securities/company-announcements>.

#### 4. ARRANGEMENTS FOR PARTICIPATION IN THE AGM

Shareholders (including CPF and SRS investors) 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) themselves; or (ii) through their duly appointed proxy(ies)<sup>1</sup>.

Details of the steps for registration, submission of questions and voting at the AGM by shareholders, including CPF and SRS investors, are set out in the **Appendix** to this announcement.

In addition, CPF and SRS investors 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 HPC 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 13 April 2023**.

#### 5. PERSONS WHO HOLD SHARES THROUGH RELEVANT INTERMEDIARIES

Persons who hold HPC shares through relevant intermediaries (as defined in Section 181 of the Companies Act 1967), other than CPF 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) themselves; or (ii) by appointing the Chairman of the Meeting as proxy in respect of the HPC shares held by such relevant intermediary on their behalf,

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.

#### 6. 2022 ANNUAL REPORT

The 2022 Annual Report has been published on the Company's corporate website at <https://www.hawpar.com/AR2022> and on the SGX website at <https://www.sgx.com/securities/company-announcements>.

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<sup>1</sup> For the avoidance of doubt, CPF and SRS investors will not be able to appoint third party proxy(ies) (i.e., persons other than the Chairman of the Meeting) to attend, speak and/or vote at the AGM on their behalf.

## 7. RECORD DATE AND PAYMENT DATE FOR THE SECOND AND FINAL DIVIDEND

The Share Transfer Books and Register of Members of the Company will be closed at **5.00 p.m. on 8 May 2023** for the preparation of dividend warrants and the purpose of determining shareholders' entitlements to the one-tier tax exempt second and final dividend for the financial year ended 31 December 2022 of 15.0 cents for every ordinary share held (the "**FY2022 Second & Final Dividend**"), subject to the approval of shareholders at the AGM.

Duly completed transfers received by the Company's share registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 1 Harbourfront Avenue, Keppel Bay Tower, #14-07, Singapore 098632, up to **5.00 p.m. on 8 May 2023** will be registered to determine shareholders' entitlements to the proposed FY2022 Second & Final Dividend. In respect of ordinary shares in securities accounts with The Central Depository (Pte) Ltd ("**CDP**"), the dividend will be paid by the Company to CDP which will, in turn, distribute the dividend entitlements to shareholders in accordance with its practice.

The FY2022 Second & Final Dividend, if approved at the AGM, will be paid on **24 May 2023**.

## 8. KEY DATES/DEADLINES

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

Key dates	Actions
<b>5.00 p.m. on 12 April 2023 (Wednesday)</b>	Deadline for shareholders to submit questions in advance of the AGM.
<b>5.00 p.m. on 13 April 2023 (Thursday)</b>	Deadline for CPF and SRS investors who wish to appoint the Chairman of the Meeting as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
<b>14 April 2023 (Friday)</b>	Deadline for shareholders who wish to request for a printed copy of the Company's Annual Report 2022 to complete and return the Request Form.
<b>20 April 2023 (Thursday)</b>	The Company will publish its responses to the substantial and relevant questions submitted by shareholders by the 12 April 2023 submission deadline on its corporate website at <a href="https://www.hawpar.com/agm2023">https://www.hawpar.com/agm2023</a> and on the SGX website at <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a> .

<b>Key dates</b>	<b>Actions</b>
<b>2.00 p.m. on 22 April 2023 (Saturday)</b>	Deadline for shareholders to submit instruments appointing a proxy(ies).
<b>Time and date of AGM – 2.00 p.m. on 25 April 2023 (Tuesday)</b>	Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies may attend the AGM in person at Parkroyal on Beach Road, Grand Ballroom, Level 1, 7500 Beach Road, Singapore 199591. There will be no option to participate virtually.  Please bring along your NRIC/passport to enable the Company to verify your identity. The Company reserves the right to refuse admittance to the AGM if the attendee's identity cannot be verified accurately.
<b>5.00 p.m. on 8 May 2023 (Monday)</b>	Record date for determining entitlements to FY2022 Second & Final Dividend, subject to shareholders' approval at the AGM.
<b>24 May 2023 (Wednesday)</b>	Payment date for FY2022 Second & Final Dividend, subject to shareholders' approval at the AGM.

Note: All references above to a time of day are made by reference to Singapore time.

## **9. FURTHER INFORMATION**

For more information, shareholders can email us at [agm@hawpar.com](mailto:agm@hawpar.com).

## **10. IMPORTANT REMINDER**

Shareholders are encouraged to check the Company's corporate website or the SGX's website for the latest updates on the status of the AGM.

Chiew Kun Long, Alvin  
Company Secretary

4 April 2023

## APPENDIX

### Steps for registration, submission of questions and voting at the AGM

Shareholders (including CPF 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)<sup>2</sup>.

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

Steps	Details
<b>1. Register in person to attend the AGM</b>	<p><b>Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies can attend the AGM in person.</b></p> <p>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. Registration will commence at 1.00 p.m. on that day. Please bring along your NRIC/passport to enable the Company to verify your identity.</p> <p>They are advised not to attend the AGM if they are feeling unwell.</p>
<b>2. Submit questions in advance of, or at, the AGM</b>	<p><b>Shareholders, including CPF and SRS investors, can submit questions in advance of, or at, the AGM.</b></p> <p><b>Submission of substantial and relevant questions in advance of AGM.</b> Shareholders, including CPF 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:</p> <ul style="list-style-type: none"><li>(a) Via email to <a href="mailto:agm@hawpar.com">agm@hawpar.com</a>, or</li><li>(b) By post to 401 Commonwealth Drive #03-03 Haw Par Technocentre Singapore 149598 (Attention: Company Secretary).</li></ul> <p>When submitting your questions via email or by post, please also provide us with the following details for verification of your shareholder status:</p> <ul style="list-style-type: none"><li>(a) Full name (as per CDP, CPF/SRS and/or scrip-based records);</li><li>(b) Full NRIC, Passport number or Company registration number; and</li></ul>

<sup>2</sup> See footnote 1 above.

Steps	Details
	<p>(c) The manner in which you hold shares in HPC (e.g., via CDP, CPF/SRS and/or scrip).</p> <p><b>Deadline to submit questions in advance of AGM.</b> All questions submitted in advance of the AGM via any of the above channels must be received by <b><u>5.00 p.m. on 12 April 2023</u></b>.</p> <p><b>Asking substantial and relevant questions at the AGM.</b> Shareholders, including CPF 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.</p> <p><b>Addressing questions.</b> We will address all substantial and relevant questions received from shareholders by the 12 April 2023 submission deadline by publishing our responses to such questions on our corporate website at <a href="https://www.hawpar.com/agm2023">https://www.hawpar.com/agm2023</a> and on the SGX website at <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a> by 20 April 2023. 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 12 April 2023 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. <b>Where substantially similar questions are received, we will consolidate such questions and consequently not all questions may be individually addressed.</b></p> <p><b>Minutes of AGM.</b> We will publish the minutes of the AGM on our corporate website and on the SGX website, and the minutes will include the responses to substantial and relevant questions from shareholders which are addressed during the AGM.</p>
<p><b>3. Vote, or submit instruments appointing a proxy(ies) to vote, at the AGM</b></p>	<p><b>Shareholders can vote at the AGM themselves or through duly appointed proxy(ies)<sup>3</sup>.</b> Shareholders who wish to appoint a proxy(ies) <u>must</u> submit an instrument appointing a proxy(ies).</p> <p><b>Vote at the AGM.</b> Upon registration at the AGM venue, shareholders, including CPF and SRS investors, and (where</p>

<sup>3</sup> See footnote 1 above.

Steps	Details
	<p>applicable) duly appointed proxies, will be provided with a handheld device for electronic voting at the physical meeting.</p> <p><b>Submission of instruments appointing a proxy(ies).</b> The instrument appointing a proxy(ies) must be deposited with the Company:</p> <ul style="list-style-type: none"> <li>(i) Via post to 401 Commonwealth Drive, #03-03 Haw Par Technocentre, Singapore 149598; or</li> <li>(ii) Via electronic mail to <a href="mailto:agm@hawpar.com">agm@hawpar.com</a>,</li> </ul> <p>and in each case must be received by the Company by <b><u>2.00 p.m. on 22 April 2023.</u></b></p> <p>A shareholder who wishes to submit an instrument appointing a proxy(ies) can either use the printed copy of the proxy form which is sent to him/her/it by post or download a copy of the proxy form from our corporate website or the SGX website, and 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.</p> <p><b>Deemed revocation of proxy appointment if shareholder attends the AGM in person.</b> 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.</p> <p><b>CPF and SRS investors.</b> CPF and SRS investors who hold HPC shares through CPF Agent Banks or SRS Operators:</p> <ul style="list-style-type: none"> <li>(i) 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</li> <li>(ii) 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 <b>5.00 p.m. on 13 April 2023.</b></li> </ul>