

14 April 2021

Dear Shareholders

## **SUPPLEMENTARY ADVISORY ON MEASURES TO MINIMISE RISK OF COVID-19 AT THE COMPANY'S ANNUAL GENERAL MEETING**

This letter supplements the Company's advisory on the Measures to Minimise Risk of COVID-19 attached to the Notice of AGM dated 14 April 2021.

The AGM is an important event in the Company's Corporate Calendar. Normally, we would encourage Shareholders to attend the AGM as it is an opportunity for Directors and Management of the Company to meet and engage with Shareholders directly.

This year, however, we faced with an abnormal situation because of the serious COVID-19 outbreak.

We wish to inform Shareholders that, having taken into account all applicable advisories issued by Singapore's Ministry of Health and the COVID-19 (Temporary Measures) Act 2020 (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020, the Company has decided to implement the following additional precautionary measures in respect of the AGM:

All shareholders who wish to participate in the AGM will watch the AGM proceedings through a live webcast via their mobiles, tablets or computers. To do so, please complete the following steps:

- (1) Pre-register at the following website <https://conveneagm.sg/NCL-AGM2021> on or before 28 April 2021, 10.00AM SGT to enable the Company to verify their status as shareholders. Following the verification, authenticated shareholders will receive an email by [agmaccounts@conveneagm.com](mailto:agmaccounts@conveneagm.com). The email will contain user ID and password details, as well as the link to access the webcast of the AGM proceedings. Shareholders who do not receive an email by 28 April 2021, but have registered by the deadline should contact the Company's Singapore Share Transfer Agent, In.Corp Corporate Services Pte. Ltd. (formerly known as RHT Corporate Advisory Pte. Ltd.) at [shareregistry@incorp.asia](mailto:shareregistry@incorp.asia).
- (2) As the Company's constitution currently does not allow shareholders to submit their votes online, shareholders who watch the webcast of the proceedings will not be able to vote online.

Shareholders may appoint the Chairman of the AGM to act as proxy and direct the vote at the AGM. This also applies to shareholders who do not participate the AGM proceedings through live webcast.

- (3) Shareholders who pre-register to watch the live webcast may submit questions by 28 April 2021, 10.00 AM SGT in relation to the resolutions to be tabled for approval at the AGM on the day of the AGM. The Company will endeavour to address the questions during the AGM proceedings.

If your questions reach the Company early enough, this may allow the Company ample time to prepare and publish its answers and response (**Response**) on the SGXNet.

The Board believes that this approach will enable the Shareholders to consider the Response and thereafter be in a position to cast their votes via proxy by the Registration Deadline, in time for the AGM.

We would like to thank Shareholders for their support and to remind everyone to stay calm but vigilant, and be socially responsible at all times during this uncertain and unprecedented period.

As the COVID-19 situation continues to evolve, we seek Shareholders' understanding that further measures and/or changes to the AGM arrangements may be made in the ensuing days up to the day of the AGM.

We recognize that these are unsettling times for all concerned. Your safety and well-being, as always, are our priority.

Thank you for your understanding.

Yours faithfully  
For and on behalf of  
**NAM CHEONG LIMITED**

Kong Wei Fung  
Cheok Hui Yee  
Company Secretaries