

TWENTY-FOURTH ANNUAL GENERAL MEETING TO BE HELD ON NOVEMBER 24, 2022

1. INTRODUCTION

Vicplas International Ltd (“**Company**” or “**Vicplas**”) 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, *inter alia*, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means;
- (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 April 13, 2020 (and subsequently updated on April 27, 2020, June 22, 2020, October 1, 2020 and February 4, 2022), read together with the FAQs on “The Holding of General Meetings” dated May 23, 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 TWENTY-FOURTH ANNUAL GENERAL MEETING

Vicplas is pleased to announce that pursuant to the Order, its Twenty-Fourth Annual General Meeting (“**AGM**”) will be convened and held by way of electronic means on **Thursday, November 24, 2022 at 3.00 p.m.** (Singapore time).

Vicplas’ Chairman, Mr. Yeo Wico, will conduct the proceedings of the AGM.

3. NOTICE OF AGM AND PROXY FORM

The Notice of AGM and Proxy Form will be sent to shareholders by electronic means via publication on the SGX website and the Company’s website¹. **Printed copies of these documents will not be despatched to shareholders.**

¹ The Notice of AGM and Proxy Form may be accessed on the SGX website at the URL <https://www.sgx.com/securities/company-announcements> and the Company’s website at the URL <https://www.vicplas.com/investor-relations>.

4. NO PERSONAL ATTENDANCE AT THE AGM

The AGM will be conducted fully virtually, and there will be no option for shareholders to attend the AGM in person.

To facilitate shareholder engagement, Vicplas will implement real-time electronic voting (“live” voting) and real-time electronic communications (“live” Q&A) at the AGM. Thus, shareholders will be able to ask questions relevant to the business of the AGM in real-time via a two-way videoconferencing feature available on the audio-visual webcast platform. They will also be able to vote at the AGM via real-time remote electronic voting. These will allow for increased engagement and participation by the Company with shareholders at the AGM and is in addition to participation by shareholders through submission of their questions and instruments appointing a proxy(ies) in advance of the AGM.

5. ALTERNATIVE ARRANGEMENTS FOR PARTICIPATION IN THE AGM

Shareholders, including CPF and SRS investors, may participate in the AGM by:

- (a) observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream;
- (b) submitting questions to the Chairman of the Meeting in advance of, or “live” at, the AGM; and/or
- (c) voting at the AGM (i) “live” by the shareholders themselves or their duly appointed proxy(ies) (other than the Chairman of the Meeting) via electronic means; (ii) “live” by the CPF or SRS investor via electronic means if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators; or (iii) by the shareholder, or the CPF or SRS investor, appointing the Chairman of the Meeting as proxy to vote on their behalf at the AGM.²

Details of the steps for pre-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 (i) who wish to vote “live” via electronic means at the AGM as proxies appointed by their respective CPF Agent Banks or SRS Operators, should contact their respective CPF Agent Banks or SRS Operators if they have any queries regarding their appointment as proxies; or (ii) who wish to appoint the Chairman of the Meeting as proxy to vote on their behalf at the AGM, should approach their respective CPF Agent Banks or SRS Operators to submit their voting instructions by **5.00 p.m. on November 14, 2022**.

² 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 “live” at the AGM on their behalf.

6. PERSONS HOLDING SHARES THROUGH RELEVANT INTERMEDIARIES

Persons who hold Vicplas 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) observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream;
- (b) submitting questions to the Chairman of the Meeting in advance of, or “live” at, the AGM;
- (c) voting at the AGM (i) “live” via electronic means; 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. ANNUAL REPORT 2022 AND CIRCULAR TO SHAREHOLDERS

The Company’s Annual Report 2022 and the Circular to Shareholders dated November 2, 2022 (in relation to the proposed renewal of the interested person transactions mandate and the proposed renewal of the share purchase mandate) have been published on the Company’s website at the URL <https://www.vicplas.com/investor-relations>, and may be accessed as set out below:

- (a) the Annual Report 2022 may be accessed by clicking on the hyperlink for “Annual Report FY2022” under “Annual Reports”; and
- (b) the Circular to Shareholders dated November 2, 2022 may be accessed by clicking on the hyperlink for “Circular of AGM PDF” under “Annual General Meeting – November 24, 2022”.

The Annual Report 2022 and the Circular to Shareholders dated November 2, 2022 may also be viewed on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

8. RECORD DATE AND PAYMENT DATE OF FINAL DIVIDEND

Subject to the approval of the shareholders of the Company to be obtained for the proposed final (one-tier tax exempt) dividend of S\$0.0045 per share for the financial year ended July 31, 2022 (the “**Final Dividend**”), the Share Transfer Books and Register of Members of the Company will be closed on January 12, 2023 for the purpose of determining shareholders’ entitlements to the Final Dividend. The Share Transfer Books and Register of Members will re-open on January 13, 2023.

Duly completed registrable transfers received by the Company’s Share Registrar, B.A.C.S. Private Limited, at 77 Robinson Road, #06-03 Robinson 77, Singapore 068896 up to 5.00 p.m. on January 11, 2023 will be registered to determine shareholders’ entitlements to the Final Dividend. Shareholders whose securities accounts with The Central Depository (Pte) Limited are credited with shares of the Company as at 5.00 p.m. on January 11, 2023 will rank for the Final Dividend.

The Final Dividend, if approved at the AGM to be held on November 24, 2022, will be paid on January 20, 2023.

9. KEY DATES/DEADLINES

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

Key dates/times	Actions
November 2, 2022 (Wednesday)	Shareholders, including CPF and SRS investors, and (where applicable) appointed proxy(ies) may begin to: <ul style="list-style-type: none"> - Pre-register for the AGM at the pre-registration website at the URL https://conveneagm.sg/vicplasagm2022; and - Submit questions in advance of the AGM.
3.00 p.m. on November 11, 2022 (Friday)	Deadline for shareholders, including CPF and SRS investors, to submit substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, in advance of the AGM.
5.00 p.m. on November 14, 2022 (Monday)	Deadline for CPF and SRS investors who wish to appoint the Chairman of the Meeting as proxy to vote on their behalf at the AGM to approach their respective CPF Agent Banks or SRS Operators to submit their voting instructions.
After trading hours on November 18, 2022 (Friday)	Publication of the Company's responses to the substantial and relevant questions received from shareholders by the November 11, 2022 deadline, on SGXNet and the Company's website at the URL https://www.vicplas.com/investor-relations .
3.00 p.m. on November 21, 2022 (Monday)	Deadline for shareholders and (where applicable) appointed proxy(ies) to: <ul style="list-style-type: none"> - Pre-register for the AGM; and - Submit instruments appointing a proxy(ies). <p>Shareholders who wish to appoint third party proxy(ies) are encouraged to submit their instruments appointing a proxy(ies) early, and should request their proxy(ies) to pre-register for the AGM by this deadline.</p>
By 3.00 p.m. on November 22, 2022 (Tuesday)	Authenticated shareholders, including CPF and SRS investors, and (where applicable) appointed proxy(ies) who have pre-registered via the pre-registration website will receive an email containing unique user credentials and instructions on how to access the live audio-visual webcast and the live audio-only stream of the AGM proceedings (the " Confirmation Email "). <p>Shareholders and (where applicable) appointed proxy(ies) who do not receive the Confirmation Email by 3.00 p.m. on November 22, 2022, but have registered by the November 21, 2022 deadline, should email the Company's Share Registrar, B.A.C.S. Private Limited, at main@zicoholdings.com before 5.00 p.m. on November 23, 2022.</p>

Key dates/times	Actions
3.00 p.m. on November 24, 2022 (Thursday)	Date and time of AGM: Click on the link in the Confirmation Email and follow the instructions to access the live audio-visual webcast or the live audio-only stream of the AGM proceedings.
5.00 p.m. on January 11, 2023 (Wednesday)	Record date for determining entitlements to the Final Dividend (subject to shareholders' approval at the AGM).
January 20, 2023 (Friday)	Payment date for the Final Dividend (subject to shareholders' approval at the AGM).

10. FURTHER INFORMATION

For more information, shareholders can contact the Company's Share Registrar, B.A.C.S. Private Limited, via email at main@zicoholdings.com.

11. IMPORTANT REMINDERS

Shareholders are requested to check the SGX website at the URL <https://www.sgx.com/securities/company-announcements> or the Company's website at the URL <https://www.vicplas.com/investor-relations> regularly for the latest updates on the status of the AGM.

Shareholders who observe and/or listen to the AGM proceedings are reminded that the Company's private invitation to shareholders to attend the AGM via live audio-visual webcast and live audio-only stream must not be forwarded to, or shared with, anyone who is not a shareholder of the Company or who is not authorised to attend the AGM.

Recording of the AGM proceedings in whatever form is STRICTLY PROHIBITED.

The Company seeks shareholders' patience and understanding during the AGM proceedings in the event of any technical disruptions.

The Company would like to thank all shareholders for their co-operation.

BY ORDER OF THE BOARD

Walter Tarca
Group Chief Executive Officer
November 2, 2022

APPENDIX

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

Authenticated shareholders, including CPF and SRS investors, will be able to observe and/or listen to the AGM proceedings through a live audio-visual webcast or live audio-only stream via their mobile phones, tablets or computers, submit questions in advance of the AGM, ask questions “live” at the AGM via videoconferencing available on the audio-visual webcast platform and/or vote at the AGM (a) “live” by the shareholders themselves or their duly appointed proxy(ies) (other than the Chairman of the Meeting) via electronic means; (b) “live” by the CPF or SRS investor via electronic means if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators; or (c) by the shareholder, or the CPF or SRS investor, appointing the Chairman of the Meeting as proxy to vote on their behalf at the AGM.³

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

No.	Steps	Details
1.	Pre-registration	<p>Shareholders, including CPF and SRS investors, and (where applicable) appointed proxy(ies) can pre-register for the AGM at the pre-registration website at the URL https://conveneagm.sg/vicplasagm2022 from now up to 3.00 p.m. on November 21, 2022 to enable the Company to verify their status.</p> <p>Following verification, authenticated shareholders, including CPF and SRS investors, and (where applicable) appointed proxy(ies) who have pre-registered via the pre-registration website will receive the Confirmation Email by 3.00 p.m. on November 22, 2022. The Confirmation Email will contain unique user credentials and instructions on how to access the live audio-visual webcast and the live audio-only stream of the AGM proceedings.</p> <p>Shareholders, including CPF and SRS investors, and (where applicable) appointed proxy(ies) who do not receive the Confirmation Email by 3.00 p.m. on November 22, 2022, but have registered by the November 21, 2022 deadline, should email the Company’s Share Registrar, B.A.C.S. Private Limited, at main@zicoholdings.com before 5.00 p.m. on November 23, 2022.</p>
2.	Submit questions in advance of, or ask questions “live” at, the AGM	<p>Shareholders, including CPF and SRS investors, can submit questions in advance of, or ask questions “live” at, the AGM.</p> <p><u>Submit questions in advance</u></p> <p>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> <p>(a) <u>Via the pre-registration website</u>: Shareholders who pre-register for the AGM may submit their questions via the pre-registration website at the URL https://conveneagm.sg/vicplasagm2022; or</p>

³ See footnote 2 above.

No.	Steps	Details
		<p>(b) <u>Via email</u>: Shareholders may submit their questions via email to the Company's Share Registrar, B.A.C.S. Private Limited, at main@zicoholdings.com; or</p> <p>(c) <u>Via post</u>: Shareholders may submit their questions by post to the Company's Share Registrar, B.A.C.S. Private Limited, at 77 Robinson Road, #06-03 Robinson 77, Singapore 068896.</p> <p>Shareholders submitting questions via email or by post should also provide their following details for verification purposes, failing which the submission will be treated as invalid:</p> <ul style="list-style-type: none"> (i) full name of shareholder; (ii) address of shareholder; and (iii) the manner in which they hold shares in the Company (e.g., via CDP, CPF, SRS and/or scrip). <p>All questions submitted in advance of the AGM via any of the above channels must be received by 3.00 p.m. on November 11, 2022.</p> <p><u>Ask questions "live" at the AGM</u></p> <p>Authenticated shareholders, including CPF and SRS investors, and (where applicable) appointed proxy(ies) who have pre-registered for the AGM and whose status have been verified can ask substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, "live" at the AGM, via a two-way videoconferencing feature available on the audio-visual webcast platform. They may do so by clicking on the "Ask a Question" feature and then clicking on "Queue for Video Call". The relevant shareholder will be informed once it is appropriate for him/her to speak and can thereafter raise his/her question via audio-visual means during the AGM within a certain prescribed time limit.</p> <p>Shareholders who wish to appoint a proxy(ies) (other than the Chairman of the Meeting) to ask questions "live" at the AGM on their behalf must, in addition to completing and submitting an instrument appointing a proxy(ies), ensure that their appointed proxy(ies) pre-register separately via the registration link that will be sent to the appointed proxy(ies) via email by the AGM service provider, upon verification of the instrument appointing a proxy(ies).</p> <p><u>Addressing questions</u></p> <p>The Company will address all substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, as received from shareholders in advance of the AGM by the November 11, 2022 deadline, by publishing the Company's responses to these questions on SGXNet and its corporate website at the URL https://www.vicplas.com/investor-relations, prior to the AGM, on November 18, 2022 after trading hours. The Company 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 November 11, 2022 deadline which have not already been addressed prior to the AGM, as well</p>

No.	Steps	Details
		<p>as those substantial and relevant questions received “live” at the AGM itself, during the AGM. Where substantially similar questions are received, the Company will consolidate such questions and consequently not all questions may be individually addressed.</p> <p><u>Minutes of AGM</u></p> <p>The Company will publish the minutes of the AGM on SGXNet and its corporate website, and the minutes will include the responses to substantial and relevant questions received from shareholders which are addressed during the AGM.</p>
3.	<p>Vote “live”, or submit instruments appointing a proxy(ies) to vote, at the AGM</p>	<p>Shareholders who wish to exercise their voting rights at the AGM may:</p> <p>(a) (where such shareholders are individuals) vote “live” via electronic means at the AGM, or (whether such shareholders are individuals or corporates) appoint a proxy(ies) (other than the Chairman of the Meeting) to vote “live” via electronic means at the AGM on their behalf; or</p> <p>(b) (whether such shareholders are individuals or corporates) appoint the Chairman of the Meeting as their proxy to vote on their behalf at the AGM.</p> <p><u>Vote “live” at the AGM</u></p> <p>Authenticated shareholders, including CPF and SRS investors, and (where applicable) appointed proxy(ies) must access the live audio-visual webcast of the AGM in order to vote “live”, i.e., via real-time remote electronic voting through the webcast platform, during the AGM proceedings.</p> <p><u>Submit instruments appointing a proxy(ies)</u></p> <p>Shareholders who wish to submit an instrument appointing a proxy(ies) must submit it to the Company in the following manner:</p> <p>(a) <u>By post</u>: 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</p> <p>(b) <u>Via email or the pre-registration website</u>: if submitted electronically, be submitted:</p> <p>(i) via email to the Company’s Share Registrar at main@zicoholdings.com; or</p> <p>(ii) via the online process through the pre-registration website at the URL https://conveneagm.sg/vicplasagm2022,</p> <p>in each case, by 3.00 p.m. on November 21, 2022.</p> <p>A shareholder who wishes to submit an instrument appointing a proxy(ies) by post or via email must first download, complete and sign the Proxy Form, before submitting it by post to the address provided above, or before</p>

No.	Steps	Details
		<p>scanning and sending it via email to the email address provided above. A shareholder who wishes to submit an instrument appointing a proxy(ies) via the pre-registration website must complete and authorise the appointment using the online process through the pre-registration website at the URL provided above.</p> <p>Shareholders are encouraged to submit completed instruments appointing a proxy(ies) electronically via email or via the online process through the pre-registration website. Where an instrument appointing a proxy(ies) is executed by an attorney under a power of attorney or other authority on behalf of the appointor, or by a corporation under its common seal, such instrument appointing a proxy(ies) may only be submitted by post or via email using the Proxy Form, and not via the online process through the pre-registration website.</p> <p>Appointed proxy(ies) (other than the Chairman of the Meeting) will be prompted via email (within 2 business days after the Company's receipt of a validly completed and submitted instrument appointing a proxy(ies)) to pre-register at the pre-registration website at the URL https://conveneagm.sg/vicplasagm2022, in order to access the live audio-visual webcast or live audio-only stream of the Annual General Meeting. Shareholders who wish to appoint third party proxy(ies) are encouraged to submit their instrument appointing a proxy(ies) early, and should request their proxy(ies) to pre-register for the AGM by 3.00 p.m. on November 21, 2022.</p> <p><u>CPF and SRS investors</u></p> <p>CPF and SRS investors:</p> <p>(a) may vote "live" via electronic means 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</p> <p>(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 respective CPF Agent Banks or SRS Operators to submit their voting instructions by 5.00 p.m. on November 14, 2022.</p> <p>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 vote "live" at the AGM on their behalf.</p>