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## ANNUAL GENERAL MEETING TO BE HELD ON MAY 21, 2020

## Singapore, April 29, 2020 -

- 1. Background. Sembcorp Industries Ltd ("Sembcorp" or the "Company") refers to:
  - (a) its announcement of April 3, 2020 stating that the Annual General Meeting ("AGM") originally scheduled for April 22, 2020 would be deferred as a result of a series of announcements by the Ministry of Health and SGX RegCo (together with ACRA and MAS) on the COVID-19 situation and related safe distancing measures;
  - (b) its announcement of April 14, 2020 on the automatic time extension of 60 days provided by SGX RegCo and ACRA to issuers with financial year-ends on or before 31 March 2020 to hold their annual general meetings;
  - (c) the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on April 7, 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; and
  - (d) 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 April 13, 2020, and which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies.
- Date, time and conduct of AGM. Sembcorp is pleased to announce that pursuant to the Order, its AGM will be convened and held by way of electronic means, on <u>Thursday, May</u> <u>21, 2020 at 10.00 a.m.</u> (Singapore time).



Our Chairman, Mr Ang Kong Hua, and our Group President & CEO, Mr Neil McGregor, will conduct the proceedings of the AGM and address substantial and relevant questions which shareholders have submitted in advance.

- 3. Notice of AGM and proxy form. The Notice of AGM and proxy form will be sent to shareholders solely by electronic means via publication on our corporate website and will also be made available on the SGX website<sup>1</sup>. There will <u>not</u> be printed copies of these documents sent to shareholders.
- No personal attendance at AGM. Due to the current COVID-19 restriction orders in Singapore, <u>shareholders will not be able to attend the AGM in person</u>.
- 5. Alternative arrangements for participation at the AGM. Shareholders may participate at 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 in advance of the AGM; and
  - (c) appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

Details of the steps for pre-registration, pre-submission of questions and voting at the AGM are set out in the Appendix to this announcement.

- Persons who hold shares through relevant intermediaries. Persons who hold Sembcorp shares through relevant intermediaries (as defined in section 181 of the Companies Act, Chapter 50), including 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;

<sup>&</sup>lt;sup>1</sup> The Notice of AGM and proxy form may be accessed on our corporate website at the URL <u>https://www.sembcorp.com/en/investor-relations/annual-general-meeting/</u> and on the SGX website at the URL <u>https://www.sgx.com/securities/company-announcements</u>.



- (b) submitting questions in advance of the AGM; and / or
- (c) appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM,

should contact the relevant intermediary (which would include, in the case of CPF and SRS investors, their respective CPF Agent Banks and 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 AGM.

- 7. Annual Report 2019 and Letter to Shareholders. The Annual Report 2019 and the Letter to Shareholders dated April 29, 2020 (in relation to the proposed renewal of the mandate for interested person transactions, the proposed renewal of the share purchase mandate and the proposed adoption of the Sembcorp Industries Performance Share Plan 2020 and the Sembcorp Industries Restricted Share Plan 2020) have been published on our corporate website, and may be accessed at the URL
  - https://www.sembcorp.com/en/investor-relations/annual-general-meeting/ as follows:
  - (a) the Annual Report 2019 may be accessed by clicking on the hyperlink for "Annual Report 2019" under "Downloads & Links"; and
  - (b) the Letter to Shareholders dated April 29, 2020 may be accessed by clicking on the hyperlink for "Letter to Shareholders" under "Downloads & Links".
- 8. Record and payment dates for final dividend. The Register of Members and Share Transfer Books of the Company will be closed on May 28, 2020 to determine members' entitlements to the proposed dividend. Duly completed transfers of shares received by the Company's Share Registrar, M & C Services Private Limited, at 112 Robinson Road #05-01 Singapore 068902, up to 5.00 p.m. on May 27, 2020 (the "Record Date") will be registered to determine members' entitlements to the proposed dividend. Subject as aforesaid, members whose securities accounts with The Central Depository (Pte) Limited are credited with ordinary shares of the Company as at 5.00 p.m. on the Record Date will be entitled to the proposed dividend. The proposed dividend, if approved by members at the AGM, will be paid on June 3, 2020.



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	Actions
3.00 p.m. on April	Shareholders may begin to pre-register at
30, 2020	https://www.sembcorp.com/en/investor-relations/annual-
(Thursday)	general-meeting/ for live audio-visual webcast / live audio-only
(	stream of the AGM proceedings
5.00 p.m. on May	Deadline for CPF or SRS investors who wish to appoint the
11, 2020	Chairman of the Meeting as proxy to approach their
(Monday)	respective CPF Agent Banks or SRS Operators to submit
	their votes.
10.00 a.m. on May	Deadline for shareholders to:
18, 2020	• pre-register for live audio-visual webcast / live audio-only
(Monday)	stream of the AGM proceedings;
	submit questions in advance; and
	submit proxy forms
12.00 p.m. on May	Authenticated shareholders will receive an email which will
20, 2020	contain user ID and password details, as well as the link to
(Wednesday)	access the live audio-visual webcast and a toll-free telephone
	number and conference code to access the live audio-only
	stream of the AGM proceedings (the "Confirmation Email").
	Shareholders who do not receive the Confirmation Email by
	12.00 p.m. on May 20, 2020, but have registered by the May
	18, 2020 deadline should contact our Share Registrar, M & C
	Services Private Limited, at +65 6228 0506 before 7.00 pm
	on May 20, 2020 or between 8.00 am to 9.00 am on May 21,
	2020.



Date and time of	Click on the link in the Confirmation Email and enter the
AGM -	user ID and password to access the live audio-visual
10.00 a.m. on May	webcast of the AGM proceedings; or
21, 2020	Call the toll-free telephone number and enter the
(Thursday)	conference code in the Confirmation Email to access the
	live audio-only stream of the AGM proceedings
5.00 p.m. on May	Record date for determining entitlements to final dividend,
27, 2020	subject to shareholders' approval at the AGM
(Wednesday)	
June 3, 2020	Payment date for final dividend, subject to shareholders'
(Wednesday)	approval at the AGM

- 10. Further information. For more information, shareholders can refer to the FAQs on our corporate website at the URL <u>https://www.sembcorp.com/en/investor-relations/faq</u>, or email us at <u>mailto:investorrelations@sembcorp.com</u>.
- 11. Important reminder. Due to the constantly evolving COVID-19 situation in Singapore, we may be required to change our arrangements for the AGM at short notice. Shareholders should check at the URL <u>https://www.sembcorp.com/en/investor-relations/annual-general-meeting/</u> for the latest updates on the status of the AGM.

Sembcorp would like to thank all shareholders for their patience and co-operation in enabling us to hold our AGM with the optimum safe distancing measures amidst the current COVID-19 pandemic.

By order of the Board

Kwong Sook May Company Secretary April 29, 2020



## APPENDIX

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

Shareholders 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 and vote by appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

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

No.	Steps	Details
1.	Pre-	Shareholders must pre-register at the pre-registration
1.	-	
	registration	website at https://www.sembcorp.com/en/investor-
		relations/annual-general-meeting/ from 3.00 p.m. on
		April 30, 2020 till 10.00 a.m. on May 18, 2020 to enable
		Sembcorp to verify their status as shareholders.
		Following the verification, authenticated shareholders will
		receive an email by <b>12.00 p.m. on May 20, 2020</b> . The email
		will contain user ID and password details as well as the link
		to access the live audio-visual webcast and a toll-free
		telephone number and conference code to access the live
		audio-only stream of the AGM proceedings.
		Shareholders who do not receive an email by 12.00 p.m. on
		May 20, 2020, but have registered by the May 18, 2020
		deadline should contact our Share Registrar, M & C Services
		Private Limited, at +65 6228 0506 before 7.00 p.m. on May
		20, 2020 or between 8.00 a.m. to 9.00 a.m. on May 21, 2020.
2.	Submit	Shareholders will not be able to ask questions at the
	questions in	AGM live during the webcast or audio-stream, and
	advance	



No.	Steps	Details
		therefore it is important for shareholders to pre-register and submit their questions in advance of the AGM.
		<b>Submission of questions</b> . Shareholders can submit 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:
		(a)Via pre-registration website. Shareholders who pre- register to observe and/or listen to the AGM proceedings may submit their questions via the pre-registration website at the URL https://www.sembcorp.com/en/investor-relations/annual- general-meeting/. Pre-registration commences from 3.00 p.m. on April 30, 2020.
		<ul> <li>(b)By post. Shareholders may also submit their questions by post to the Company's Share Registrar, M &amp; C Services Private Limited, at 112 Robinson Road #05-01, Singapore 068902. When sending in your questions by post, please also provide us with the following details:</li> <li>your full name;</li> <li>your address; and</li> <li>the manner in which you hold shares in Sembcorp (e.g., via CDP, CPF or SRS).</li> </ul>
		<b>Deadline to submit questions</b> . All questions must be submitted by <b>10.00 a.m. on May 18, 2020</b> .
		<b>Addressing questions</b> . We will endeavour to address substantial and relevant questions received from shareholders during the AGM through live audio-visual



No.	Steps	Details
		webcast and live audio-only stream. If we are unable to
		address all substantial and relevant questions at the AGM,
		we may choose to publish our responses to questions on our
		corporate website and on SGXNet prior to the AGM.
		Minutes of AGM. We will publish the minutes of the AGM on
		our corporate website and on SGXNet, and the minutes will
		include the responses to substantial and relevant questions
		from shareholders which are addressed during the AGM.
3.	Submit	Appointment of Chairman of the Meeting as proxy.
	proxy forms	Shareholders (whether individual or corporate) who pre-
	to vote	register to observe and / or listen to the AGM proceedings
		and wish to vote on the resolutions to be tabled at the AGM
		must appoint the Chairman of the Meeting as their proxy to
		attend, speak and vote on their behalf at the AGM, in
		accordance with the instructions on the proxy form.
		Specific voting instructions to be given. Where
		shareholders (whether individual or corporate) appoint the
		Chairman of the Meeting as their proxy, they 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.
		Submission of proxy forms. Proxy forms must be submitted
		in the following manner:
		(a) if submitted by post, be lodged with the Company's Share
		Registrar, M & C Services Private Limited, at 112
		Robinson Road #05-01, Singapore 068902; or



No.	Steps	Details
		<ul> <li>(b) if submitted electronically, be submitted via email to the Company's Share Registrar at mailto:gpe@mncsingapore.com,</li> <li>in either case, by 10.00 a.m. on May 18, 2020.</li> <li>A shareholder 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</li> </ul>
		provided above. In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for shareholders to submit completed proxy forms by post, shareholders are strongly encouraged to submit completed proxy forms electronically via email.
		CPF or 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 by <b>5.00</b> <b>p.m. on May 11, 2020</b> .