

# SINGAPORE TECHNOLOGIES ENGINEERING LTD

(Registration No. 199706274H)  
Incorporated in the Republic of Singapore

## 24TH ANNUAL GENERAL MEETING TO BE HELD ON 22 APRIL 2021

1. **Background.** Singapore Technologies Engineering Ltd (“**ST Engineering**” 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, *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 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020 and 1 October 2020) which provides additional guidance on the conduct of general meetings amid the evolving COVID-19 situation during the period from 27 March 2020 to 30 June 2021.
2. **Date, time and conduct of Annual General Meeting.** ST Engineering is pleased to announce that pursuant to the Order, its 24th Annual General Meeting (“**AGM**”) will be convened and held by way of electronic means on **Thursday, 22 April 2021 at 2.30 p.m.** (Singapore time).

Our Board Chairman, Mr Kwa Chong Seng, and our Group President and CEO, Mr Vincent Chong, 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 Company’s website and on the SGX website<sup>1</sup>. Printed copies of these documents will not be sent to shareholders.
4. **No personal attendance at AGM.** Due to the current COVID-19 situation in Singapore, **shareholders will not be able to attend the AGM in person.**
5. **Alternative arrangements for participation in the AGM.** Shareholders 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) appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

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<sup>1</sup> The Notice of AGM and the proxy form may be accessed at the Company’s website at the URL <https://www.stengg.com/24th-agm> and at the SGX website at the URL <https://www.sgx.com/securities/company-announcements>. The proxy form may also be accessed at the pre-registration website at the URL <https://online.meetings.vision/stengg-agm-registration>.

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 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 **5.00 p.m. on 12 April 2021**. There will be no live voting at the AGM.

6. **Persons who hold shares through relevant intermediaries.** Persons who hold ST Engineering shares through relevant intermediaries (as defined in section 181 of the Companies Act, Chapter 50), 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; 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 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 2020 and Letter to Shareholders.** The Annual Report 2020 and the Letter to Shareholders dated 30 March 2021 (in relation to the proposed renewal of the mandate for interested person transactions and the proposed renewal of the share purchase mandate) may be accessed at the Company's website as follows:

- (a) the Annual Report 2020 may be accessed at the URL <https://www.stengg.com/investor-relations/annual-reports> by clicking on the link for "Annual Report 2020"; and
- (b) the Letter to Shareholders dated 30 March 2021 may be accessed at the URL <https://www.stengg.com/24th-agm> by clicking on the link for "Letter to Shareholders FY2020".

The above documents may also be accessed at the SGX website at the URL <https://www.sgx.com/securities/company-announcements>. Printed copies of the Annual Report 2020 will be made available to shareholders upon request. Please refer to paragraph 10 below on how to make a request.

8. **Record date and payment date for final dividend.** The Register of Members and Share Transfer Books of the Company will be closed on 29 April 2021 for the preparation of dividend warrants. Duly completed transfers in respect of ordinary shares of the Company together with all relevant documents of title received by the Company's Share Registrar, M & C Services Private Limited, 112 Robinson Road #05-01 Singapore 068902 up to 5.00 p.m. on 28 April 2021 will be registered to determine shareholders' entitlements to the proposed dividend, subject to approval of shareholders to the proposed dividend at the AGM to be convened and held on 22 April 2021. Subject as aforesaid, shareholders whose securities accounts with The Central Depository (Pte) Limited are credited with ordinary shares of the Company as at 5.00 p.m. on 28 April 2021 will be entitled to the proposed dividend. The proposed dividend, if so approved by shareholders, will be paid on 7 May 2021.

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
<b>30 March 2021 (Tuesday)</b>	Shareholders, including CPF and SRS investors, may begin to pre-register at the pre-registration website at the URL <a href="https://online.meetings.vision/stengg-agm-registration">https://online.meetings.vision/stengg-agm-registration</a> for the live audio-visual webcast/live audio-only stream of the AGM proceedings.
<b>5.00 p.m. on 12 April 2021 (Monday)</b>	Deadline for: <ul style="list-style-type: none"> <li>• 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; and</li> <li>• shareholders to submit questions in advance.</li> </ul>
<b>2.30 p.m. on 19 April 2021 (Monday)</b>	Deadline for shareholders to: <ul style="list-style-type: none"> <li>• pre-register for live audio-visual webcast/live audio-only stream of the AGM proceedings; and</li> <li>• submit instruments appointing the Chairman of the Meeting as proxy.</li> </ul>
<b>2.30 p.m. on 21 April 2021 (Wednesday)</b>	Authenticated shareholders will receive an email which will contain unique user credentials and instructions on how to access the live audio-visual webcast or live audio-only stream of the AGM proceedings (the <b>"Confirmation Email"</b> ).  Shareholders who do not receive the Confirmation Email by <b>2.30 p.m. on 21 April 2021</b> , but have registered by the 19 April 2021 deadline, should contact our Share Registrar, M & C Services Private Limited, at +65 6228 0506 between 2.30 p.m. and 6.00 p.m. on 21 April 2021 and between 8.00 a.m. and 12 noon on 22 April 2021 or via email at <a href="mailto:gpe@mncsingapore.com">gpe@mncsingapore.com</a> , for further assistance.
<b>Date and time of AGM 2.30 p.m. on 22 April 2021 (Thursday)</b>	<ul style="list-style-type: none"> <li>• Click on the link in the Confirmation Email and follow the instructions to access the live audio-visual webcast of the AGM proceedings; or</li> <li>• Call the toll-free telephone number and follow the instructions in the Confirmation Email to access the live audio-only stream of the AGM proceedings.</li> </ul> <p>Shareholders <u>must</u> access the AGM proceedings via the live audio-visual webcast in order to ask questions live at the AGM.</p>
<b>5.00 p.m. on 28 April 2021 (Wednesday)</b>	Record date for determining entitlements to final dividend, subject to shareholders' approval at the AGM.
<b>7 May 2021 (Friday)</b>	Payment date for final dividend, subject to shareholders' approval at the AGM.

- 10. Request for printed copies of Annual Report 2020.** A shareholder may request for a printed copy of the Annual Report 2020 by submitting an online request at the pre-registration website at the URL <https://online.meetings.vision/stengg-agm-registration>, by 2.30 p.m. on 19 April 2021.

Alternatively, a shareholder may request for a printed copy of the Annual Report 2020 by submitting the request to the Company's Share Registrar, M & C Services Private Limited, via email to [gpe@mncsingapore.com](mailto:gpe@mncsingapore.com). To be valid, the request must:

- (a) specify "Request for Printed Copy of ST Engineering Annual Report 2020" as the subject of the email; and
  - (b) state the following:
    - (i) the full name of the shareholder;
    - (ii) the mailing address of the shareholder; and
    - (iii) the manner in which the shareholder holds shares in the Company (e.g., via CDP, CPF and/or SRS).
- 11. Further information.** For more information, shareholders can refer to the FAQs on our corporate website at the URL <https://www.stengg.com/24th-agm>, or call our hotline number at +65 6722 1648.
- 12. 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 our corporate website at the URL <https://www.stengg.com/24th-agm> or the SGX website at the URL <https://www.sgx.com/securities/company-announcements> for the latest updates on the status of the AGM.

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

BY ORDER OF THE BOARD

LOW MENG WAI/TAN WAN HOON  
Company Secretary/Joint Company Secretary

30 March 2021

## APPENDIX

### Steps for pre-registration, 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 phones, tablets or computers, submit questions in advance of, or live at, the AGM and appoint 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.	<b>Pre-registration</b>	<p><b>Shareholders, including CPF and SRS investors, can pre-register at the pre-registration website at the URL <a href="https://online.meetings.vision/stengg-agm-registration">https://online.meetings.vision/stengg-agm-registration</a> from 30 March 2021 up to 2.30 p.m. on 19 April 2021 to enable ST Engineering to verify their status as shareholders.</b></p> <p>Following the verification, authenticated shareholders will receive an email by <b>2.30 p.m. on 21 April 2021</b>. The email will contain unique user credentials and instructions on how to access the live audio-visual webcast and live audio-only stream of the AGM proceedings.</p> <p>Shareholders who do not receive the abovementioned email by <b>2.30 p.m. on 21 April 2021</b>, but have registered by the 19 April 2021 deadline, should contact our Share Registrar, M &amp; C Services Private Limited, 112 Robinson Road #05-01 Singapore 068902, at +65 6228 0506 between 2.30 p.m. and 6.00 p.m. on 21 April 2021 and between 8.00 a.m. and 12 noon on 22 April 2021 or via email at <a href="mailto:gpe@mncsingapore.com">gpe@mncsingapore.com</a>, for further assistance.</p>
2.	<b>Submit questions in advance of, or live at, the AGM</b>	<p><b>Shareholders, including CPF and SRS investors, can submit questions in advance of, or live at, the AGM.</b></p> <p><b>Submission of substantial and relevant questions in advance.</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> <p>(a) <b>Via pre-registration website.</b> 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 <a href="https://online.meetings.vision/stengg-agm-registration">https://online.meetings.vision/stengg-agm-registration</a>.</p> <p>(b) <b>Via email.</b> Shareholders may submit their questions via email to the Company's Share Registrar at <a href="mailto:gpe@mncsingapore.com">gpe@mncsingapore.com</a>.</p> <p>(c) <b>By post.</b> Shareholders may 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.</p>

No.	Steps	Details
		<p>When sending in your questions via email or by post, please also provide us with the following details:</p> <ul style="list-style-type: none"> <li>• your full name;</li> <li>• your address; and</li> <li>• the manner in which you hold shares in ST Engineering (e.g., via CDP, CPF and/or SRS).</li> </ul> <p><b>Deadline to submit questions in advance.</b> All questions must be submitted by <b>5.00 p.m. on 12 April 2021</b> in order to give the Company sufficient time to process and address the substantial and relevant questions received.</p> <p><b>Pre-register to ask substantial and relevant questions live at the AGM.</b> Shareholders, including CPF and SRS investors, can also ask the Chairman of the Meeting substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, live at the AGM, by typing in and submitting their questions through the live chat function via the audio-visual webcast platform.</p> <p>Shareholders, including CPF and SRS investors, who wish to ask questions live at the AGM must pre-register at the pre-registration website at the URL <a href="https://online.meetings.vision/stengg-agm-registration">https://online.meetings.vision/stengg-agm-registration</a>, so that an email containing unique user credentials for the audio-visual webcast of the AGM proceedings can be sent to them following verification. Shareholders will <u>not</u> be able to ask questions live at the AGM via the audio-only stream of the AGM proceedings.</p> <p><b>Addressing questions.</b> We will endeavour to address all substantial and relevant questions (which are related to the resolutions to be tabled for approval at the AGM) received from shareholders prior to the AGM by publishing our responses to such questions on our corporate website at the URL <a href="https://www.stengg.com/24th-agm">https://www.stengg.com/24th-agm</a> and on SGXNET prior to the AGM. During the AGM itself, we will address as many substantial and relevant questions (which are related to the resolutions to be tabled for approval at the AGM) which have not already been addressed prior to the AGM, as well as those received live at the AGM itself, as we can. Where substantially similar questions are received, we will consolidate such questions and consequently not all questions may be individually addressed.</p> <p><b>Minutes of AGM.</b> We will publish the minutes of the AGM on the Company's website and on SGXNET, and the minutes will include the responses to substantial and relevant questions from shareholders which are addressed during the AGM.</p>

No.	Steps	Details
3.	Submit instruments appointing Chairman of the Meeting as proxy to vote	<p>Shareholders will not be able to vote during the live audio-visual webcast or live audio-only stream of the AGM proceedings. Shareholders (whether individual or corporate) who pre-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 instrument appointing a proxy.</p> <p><b>Specific voting instructions to be given.</b> 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 instrument appointing a proxy, failing which the appointment of the Chairman of the Meeting as proxy for that resolution will be treated as invalid.</p> <p><b>Submission of instruments of proxy.</b> The instrument appointing the Chairman of the Meeting as proxy must be submitted to the Company in the following manner:</p> <ul style="list-style-type: none"> <li>(a) if submitted by post, be lodged at the office of the Company's Share Registrar, M &amp; C Services Private Limited, at 112 Robinson Road #05-01 Singapore 068902; or</li> <li>(b) if submitted electronically: <ul style="list-style-type: none"> <li>(i) be submitted via email to the Company's Share Registrar at <a href="mailto:gpe@mncsingapore.com">gpe@mncsingapore.com</a>; or</li> <li>(ii) be submitted via the pre-registration website at the URL <a href="https://online.meetings.vision/stengg-agm-registration">https://online.meetings.vision/stengg-agm-registration</a>,</li> </ul> </li> </ul> <p>in each case, by <b>2.30 p.m. on 19 April 2021</b>.</p> <p>A shareholder who wishes to submit an instrument of proxy must first download, complete and sign the proxy form before submitting it by post to the address provided above, or before submitting it via email (e.g., by enclosing a completed and signed PDF copy of the proxy form) to the email address provided above, or before submitting it via the pre-registration website (e.g., by uploading a completed and signed PDF copy of the proxy form) at the URL provided above.</p> <p><b>Due to the current COVID-19 situation in Singapore, shareholders are strongly encouraged to submit completed instruments appointing a proxy electronically via email or via the pre-registration website.</b></p> <p>CPF and 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 p.m. on 12 April 2021</b>.</p>