HWA HONG CORPORATION LIMITED (Company Registration No. 195200130C)

ANNUAL GENERAL MEETING SCHEDULED TO BE HELD ON 18 APRIL 2022

1. Background

Hwa Hong Corporation Limited (the "**Company**") refers to the Company's Notice of Annual General Meeting ("**AGM**") dated 25 March 2022 on the Company's AGM for the financial year ended 31 December 2021 ("**FY2021**").

2. Date, Time and Conduct of the AGM

The Company is pleased to announce that its AGM for FY2021 will be convened and held by way of electronic means on **Monday, 18 April 2022 at 10.00 a.m. (Singapore time)** pursuant to the Covid-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020.

3. Alternative Arrangements on the Dissemination of Documents Related to the AGM

The FY2021 Annual Report, Notice of AGM, the Appendix to the Notice of AGM and the Proxy Form (collectively, the "**AGM Documents**") will not be sent to Members but will be made available to Members by electronic means via publication on the Company's corporate website at the URL https://hwahongcorp.com/investorrelations/ and the SGXNET website at the URL https://www.sgx.com/securities/company-announcements, unless printed copies are being requested for.

Members who wish to request for printed copies of the AGM Documents are to do so by submitting a request via email to secretariat@hwahongcorp.com by **12 April 2022**.

4. Alternative Arrangements for Participation at the AGM

All Members (including CPF and SRS Investors (as defined below)) may participate at the AGM by:

(a) attending the AGM remotely (whether in person or by proxy to the Chairman of the Meeting);

(b) submission of questions to the Chairman of Meeting in advance of the AGM or raising questions "live" at the AGM, by submitting your questions via an online chat box that will be deployed during the AGM; and

(c) casting your votes remotely, at the AGM (i.e. "live" voting) (whether in person or by proxy to the Chairman of the Meeting).

Details of the steps and deadlines for pre-registration and voting at the AGM are set out in Paragraph 9 below and the Appendix to this announcement.

5. Questions and Answers

Members are encouraged to submit your questions to the Chairman of Meeting in advance of the AGM or to ask questions via an online chat box during the live audio-visual stream of the AGM, and therefore it is important for members to pre-register your attendance in advance of the AGM.

Questions from members (if any) may be submitted in advance, at https://smartagm.sg/hhcagm2022 by **14 April 2022**.

6. Attendance at the AGM

In light of the current Covid-19 measures in Singapore and the Company's effort to minimise physical interactions and risk of community spread of Covid-19, **a member will not be able to attend the AGM in person, physically, but will be able to do so remotely, via electronic means**.

Members who have given their votes through proxy to the Chairman of Meeting will still be allowed to attend the AGM but he/she/it will not be able to vote if he/she/it does not withdraw his/her/its proxy instructions by the deadline as stipulated in Paragraph 9 below.

7. Persons Who Hold Shares Through Relevant Intermediaries

(a) Persons who hold shares of the Company through relevant intermediaries (as defined in Section 181 of the Companies Act 1967 of Singapore), other than Central Provident Fund ("**CPF**") or Supplementary Retirement Scheme ("**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 (if any) in advance of the AGM; (c) asking questions during the AGM via the Live Webcast; and/or (d) appointing the Chairman of the Meeting as proxy to 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.**

(b) CPF and SRS investors:

(i) may vote live via electronic means at the AGM if they are appointed as proxies by their respective CPF Agent Banks and SRS Operators, and should contact their respective CPF Agent Banks and SRS Operators if they have any queries regarding their appointment as proxies; or

(ii) may appoint the Chairman of the AGM as proxy to vote on their behalf at the AGM, in which case they should approach their respective CPF Agent Banks and SRS Operators to submit their votes by 5.00 p.m. on Tuesday, 5 April 2022, being seven working days before the date of the AGM.

8. Record and Payment Dates for Final Ordinary Dividend

Subject to the approval of the members to the final ordinary dividend at the AGM, the Share Transfer Books and Register of Members of the Company will be closed on Thursday, 5 May 2022 for the preparation of dividend warrants of one-tier tax exempt final ordinary dividend of 1.0 cent per ordinary share. The dividend, if approved by members, will be paid on Thursday, 19 May 2022.

Duly completed registrable transfers received by the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., 1 Harbourfront Avenue, Keppel Bay Tower, #14-07, Singapore 098632 up to 5.00 p.m. on Thursday, 5 May 2022 will be registered before entitlements to the dividend are determined. In respect of shares in securities accounts with The Central Depository (Pte) Limited ("**CDP**"), the said dividend will be paid by the Company to CDP which will in turn distribute the dividend entitlements to holders of shares in accordance with its practice.

9. Key Dates / Deadlines

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

Key Dates	Descriptions
25 March 2022 (Friday)	Members and CPF/SRS investors may begin to: ▪ Pre-register at https://smartagm.sg/hhcagm2022 for live audio-visual webcast or live audio-only stream of the AGM proceedings; and ▪ Submit questions (if any) in advance of the AGM at https://smartagm.sg/hhcagm2022.
By 5.00 p.m. on 5 April 2022 (Tuesday)	Deadline for CPF and/or SRS investors who wish to appoint the Chairman of the Meeting as proxy to approach their respective CPF Agent Banks and/or SRS Operators to submit their votes.
By 5.00 p.m. on 12 April 2022 (Tuesday)	Deadline for members to request for printed copies of the AGM related documents to be mailed to them.
By 10.00 a.m. on 14 April 2022 (Thursday)	Deadline for members and CPF/SRS investors to: ▪ Pre-register for live audio-visual webcast / live audio-only stream of the AGM proceedings; and ▪ Submit questions in advance of the AGM (if any).
By 10.00 a.m. on 16 April 2022 (Saturday)	Deadline for members to submit / withdraw proxy form.
17 April 2022 (Sunday)	Authenticated members and CPF/SRS investors will receive an email which will contain user ID and password details, the link to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings, as well as instructions on remote voting (the "**Confirmation Email**"). Members and CPF/SRS investors who had registered his/her/its intention to attend the AGM but did not receive the Confirmation Email on 17 April 2022, Sunday, should contact the Company's Share Registrar via email at HwaHong-AGM2022@boardroomlimited.com.
Date and time of AGM - 10.00 a.m. on 18 April 2022 (Monday)	▪ Click on the link in the Confirmation Email and enter the user ID and password to access the live audio-visual webcast of the AGM proceedings; **or** ▪ Call the toll-free telephone number in the Confirmation Email to access the live audio-only stream of the AGM proceedings. ▪ If you need any assistance, you may contact the Company's Share Registrar at +65 6536 5355 or via email at HwaHong-AGM2022@boardroomlimited.com during Monday to Friday, from 8.30 a.m. to 5.30 p.m.
5.00 p.m. on 5 May 2022 (Thursday)	Record date for determining entitlements to final ordinary dividend (subject to members' approval at the AGM).
19 May 2022 (Thursday)	Payment date for final ordinary dividend (subject to members' approval at the AGM).

10. Further Information

Members who are attending the AGM are reminded that the AGM is a private event. Invitations extended to members for the AGM via audio-visual webcast and audio-only stream shall not be forwarded to anyone who is not a member of the Company or who is not authorised to attend the AGM. **RECORDING OF THE AGM PROCEEDINGS** in whatever form is also **STRICTLY PROHIBITED**.

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

The Company would like to thank all members for your patience and co-operation in enabling the Company to hold its AGM with the optimum safe distancing measures amidst the current Covid-19 pandemic.

BY ORDER OF THE BOARD

Lee Soo Wei
Chief Financial Officer

25 March 2022

APPENDIX

Steps for Pre-Registration, Submission of Questions in Advance, and Voting at the AGM

Members will be able to attend and participate in the AGM proceedings through a live audio-visual webcast via mobile phones, tablets or computers or listen to these proceedings through a live audio-only stream via telephone, submit questions (if any) in advance of the AGM or during the AGM via an online chat box and vote in person or by appointing the Chairman of the Meeting as proxy to attend, speak and vote on his/her/their behalf at the AGM.

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

Matters	Details
Pre-Registration	Members and CPF/SRS investors **must** pre-register at the pre-registration website at https://smartagm.sg/hhcagm2022 from 25 March 2022, Friday till 10.00 a.m. by 14 April 2022, Thursday to enable the Company to verify his/her/their status as members. Members and CPF/SRS investors are encouraged to pre-register early from 25 March 2022, Friday. Following the verification, authenticated members and CPF/SRS investors will receive an email on 17 April 2022, Sunday (the "**Confirmation Email**") to confirm your attendance and participation at the AGM. The Confirmation Email will contain user ID and password details, the link to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings, as well as instructions on remote voting. Members and CPF/SRS investors who had registered his/her/its intention to attend the AGM but did not receive the Confirmation Email on 17 April 2022, Sunday, should contact the Company's Share Registrar via email at HwaHong-AGM2022@boardroomlimited.com Persons who hold shares of the Company through relevant intermediaries (as defined in Section 181 of the Companies Act 1967 of Singapore), other than CPF or SRS investors, will not be able to pre-register at https://smartagm.sg/hhcagm2022 for the live audio-visual webcast / live audio-only stream of the AGM proceedings. If they wish to participate in the "live" broadcast of the AGM, they should contact the relevant intermediary through which they hold such shares as soon as possible in order to make the necessary arrangements for them to participate in the AGM.
Submission of Questions (if any) in Advance	To facilitate the AGM proceedings, members are encouraged to submit your questions (if any) in advance of the AGM. Members will be able to ask questions during the live audio-visual webcast by submitting your questions to an online chat box, and therefore it is important for members and CPF/SRS investors to pre-register in advance of the AGM. **Investors holding shares through relevant intermediaries (other than CPF/SRS investors) should approach their respective relevant**

Matters	Details
	intermediaries through which they hold shares as soon as possible in order for the necessary arrangements to be made for them to submit questions in advance of the AGM or ask questions during the AGM via the Live Webcast. The Company will address all relevant questions relating to the resolutions as raised by members at the AGM through live webcast and publish the minutes of the AGM (which will include the responses to substantial and relevant questions from shareholders which are addressed during the AGM) on the Company's corporate website and SGXNET.
Submission of Proxy Form	**Appointment of Chairman of the Meeting as Proxy and Specific Voting Instructions** A member (whether individual or corporate) may appoint the Chairman of the Meeting as his/her/its proxy to attend, speak and vote on his/her/its behalf at the AGM, if such member does not wish to attend and/or vote at the AGM remotely. In appointing the Chairman as proxy, a member must give specific instructions as to voting, or abstentions from voting, in the proxy form, failing which the appointment of the Chairman of the Meeting as your proxy for that resolution will be treated as invalid. Please note that where the Chairman of the Meeting has been appointed as proxy, and where such member subsequently decides to attend the AGM remotely, he/she/it will not be able to vote at the AGM if he/she/it does not withdraw his/her/its proxy instructions by the stipulated deadline of **10.00 a.m. on 16 April 2022, Saturday**. **Submission of Proxy Forms** The instrument appointing the Chairman of the Meeting as proxy must be submitted to the Company in the following manner: (i) if submitted by post, be deposited at the Company's Share Registrar's address at 1 Harbourfront Avenue, Keppel Bay Tower, #14-07, Singapore 098632; **or** (ii) if submitted electronically, be submitted via email to HwaHong-AGM2022@boardroomlimited.com in either case, at least forty-eight (48) hours (i.e. by **10.00 a.m. on 16 April 2022, Saturday**) before the time appointed for holding the AGM. A member 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 provided above). **In view of the current Covid-19 situation and the related safe distancing measures which may make it difficult for members to submit the completed proxy forms by post, members are strongly encouraged to submit the completed proxy forms electronically via email.** Persons who hold shares of the Company through relevant intermediaries (as defined in Section 181 of the Companies Act 1967 of Singapore), other than CPF or SRS investors, who wish to appoint the

Matters	Details
	Chairman of the Meeting as proxy should contact the relevant intermediary through which they hold such shares as soon as possible in order to make the necessary arrangements for them to submit their votes for the AGM.