

VIKING OFFSHORE AND MARINE LIMITED

(Incorporated in the Republic of Singapore)
(Company Registration No. 199307300M)

NOTICE OF EXTRAORDINARY GENERAL MEETING

NOTICE IS HEREBY GIVEN that an extraordinary general meeting ("**EGM**") of the shareholders ("**Shareholders**") of Viking Offshore And Marine Limited ("**Company**") will be held by way of electronic means on 30 October 2020 at 8.00 a.m. for the purposes of considering and, if thought fit, passing (with or without modifications) the following resolution:

*Unless otherwise defined or the context otherwise requires, all capitalised terms herein shall bear the same meaning as used in the circular dated 15 October 2020 issued by the Company ("**Circular**").*

ORDINARY RESOLUTION – THE PROPOSED DISPOSAL OF THE PROPERTIES LOCATED AT 21 KIAN TECK ROAD SINGAPORE 628773 AND 23 KIAN TECK ROAD SINGAPORE 628774 (WHETHER BY WAY OF DISPOSAL OF THE ENTIRE ISSUED AND PAID-UP SHARE CAPITAL OF VIKING FACILITIES MANAGEMENT & OPERATIONS PTE. LTD. OR OTHERWISE)

THAT:

- (1) approval be and is hereby given, for the purposes of Chapter 10 of the Catalist Rules, for the Company to dispose of the Properties (whether by way of disposal of the entire issued and paid-up share capital of Viking Facilities Management & Operations Pte. Ltd. or otherwise), in accordance with the terms of the Disposal Mandate as described in the Circular ("**Proposed Disposal**"); and
- (2) the Directors and any of them be and are hereby authorised to do all acts and things (including without limitation, executing all such documents and approving any amendments, alterations, or modifications to any such documents as may be required in connection with the Proposed Disposal) as they or each of them deem desirable, necessary or expedient to give effect to the matters referred to in the above paragraph of this Ordinary Resolution as they or each of them may in their or each of their absolute discretion deem fit in the interests of the Group.

BY ORDER OF THE BOARD

Ng Yeau Chong
Executive Director and Chief Executive Officer

Singapore
15 October 2020

Important Notice from the Company on COVID-19

As the COVID-19 situation continues to evolve, the Company is closely monitoring the situation, including any precautionary measures which may be required or recommended by government agencies to minimise the risk of community spread of COVID-19. **Shareholders should note that the Company may be required (including at short notice) to make further changes to its EGM arrangements as the situation evolves, and Shareholders are advised to keep abreast of any such changes as may be announced by the Company as may be made from time to time on SGXNET.**

Notes:

1. The EGM will be held by way of electronic means 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.

Printed copies of this Notice of EGM will not be sent to members. Instead, this Notice of EGM will be sent to members by electronic means via publication on the Company's website at www.vikingom.com and the SGXNet.

2. **Registration to Attend the EGM remotely**

The proceedings of the AGM will be broadcasted "live" through an audio-and-video webcast and an audio-only feed.

Members and investors holding shares in the Company through the Central Provident Fund ("CPF") or Supplementary Retirement Scheme ("SRS") ("CPF/SRS investors") who wish to follow the proceedings through a "live" webcast via their mobile phones, tablets or computers or listen to the proceedings through a "live" audio feed via telephone must pre-register at <http://www.vikingom.com/egm20/egm.html> no later than **8.00 a.m. on 27 October 2020** ("**Registration Cut-Off Date**") (being 72 hours before the time fixed for the EGM).

Upon successful registration, authenticated members will receive an email confirmation by **29 October 2020** with a unique link to access the "live" webcast and telephone number for the "live" audio feed of the EGM proceedings on the date of the EGM.

Members and CPF/SRS investors who do not receive any email by **10.00 a.m. on 29 October 2020** but who have registered by the Registration Cut-Off Date, should contact the Company's Share Registrar, M&C Services Private Limited, at the following email address: gpb@mncsingapore.com.

Investors holding Shares through relevant intermediaries (as defined in Section 181 of the Companies Act) ("**Investors**") (other than CPF/SRS investors) will not be able to pre-register for the "live" broadcast of the EGM. An Investor (other than CPF/SRS investors) who wishes to participate in the "live" broadcast of the EGM should instead approach his/her relevant intermediary as soon as possible in order for the relevant intermediary to make the necessary arrangements to pre-register. The relevant intermediary is required to submit a consolidated list of participants (setting out in respect of each participant, his/her name, email address and NRIC/Passport number) to the Company's Share Registrar, M&C Services Private Limited, via email to gpb@mncsingapore.com no later than **8.00 a.m. on 27 October 2020**.

PHYSICAL ATTENDANCE OF THE EGM WILL NOT BE PERMITTED.

3. **Prior submission of questions**

Members and Investors will not be able to ask questions "live" during the broadcast of the EGM. All members and Investors may submit questions relating to the business of the EGM no later than **8.00 a.m. on 30 October 2020** (being 72 hours before the time fixed for the EGM):

- (a) via the pre-registration website at <http://www.vikingom.com/egm20/egm.html>; or
- (b) by email to the Company at egm@vikingom.com; or

- (c) by post to the Company's Share Registrar, M&C Services Private Limited at 112 Robinson Road, #05-01, Singapore 068902.

The Company will endeavour to address substantial and relevant questions relating to the Ordinary Resolution for approval at the EGM as received from Shareholders either (i) before the EGM on SGXNET and the Company's website at www.vikingom.com, or (ii) during the EGM.

4. **Voting by Proxy**

Shareholders (whether individual or corporate) who wish to exercise their votes must submit a proxy form to appoint the Chairman of the EGM to vote on his/her/its behalf:

- (a) if in hard copy and sent personally or by post, the proxy form must be lodged at the Company's Share Registrar, M&C Services Private Limited at 112 Robinson Road, #05-01, Singapore 068902; or
- (b) if by email, the proxy form must be received at gpb@mncsingapore.com,

in either case, by **8.00 a.m. on 28 October 2020** (being 48 hours before the time fixed for the EGM).

A member who wishes to submit the 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.

The Chairman of the EGM, as proxy, need not be a member of the Company.

The instrument appointing the Chairman of the EGM as proxy must be under the hand of the appointor or of his attorney duly authorised in writing. Where the instrument appointing the Chairman of the EGM as proxy is executed by a corporation, it must be executed either under its seal, executed as a deed in accordance with the Companies Act (Chapter 50) of Singapore or under the hand of an attorney or an officer duly authorised, or in some other manner approved by the Directors. Where the instrument appointing the Chairman of the EGM as proxy is executed by an attorney on behalf of the appointor, the letter or power of attorney or a duly certified copy thereof must be lodged with the instrument of proxy.

The Company shall be entitled to reject the instrument appointing the Chairman of the EGM as proxy if it is incomplete, improperly completed or illegible, or where the true intentions of the appointor are not ascertainable from the instructions of the appointor specified in the instrument appointing the Chairman of the EGM as proxy.

In the case of members of the Company whose Shares are entered against their names in the Depository Register, the Company may reject any proxy form lodged if such members are not shown to have Shares entered against their names in the Depository Register (as defined in Part IIIA of the Securities and Futures Act, Chapter 289 of Singapore), as at 72 hours before the time appointed for holding the EGM as certified by The Central Depository (Pte) Limited to the Company.

The proxy form is not valid for use by Investors and shall be ineffective for all intents and purposes if used or purported to be used by them. An Investor who wishes to vote should instead approach his/her relevant intermediary as soon as possible to specify his/her voting instructions. CPF/SRS investor who wishes to vote should approach his/her CPF Agent Banks or SRS Operator at least 7 working days before the date of the EGM to submit his/her voting instructions. This is so as to allow sufficient time for the respective relevant intermediaries to in turn submit a proxy form to appoint the Chairman of the EGM to vote on their behalf by 8.00 a.m. on 28 October 2020.

Please refer to Sections 13 and 14 of the Circular for more details on how members may attend and participate in the EGM.

PERSONAL DATA PRIVACY

By (a) submitting an instrument appointing the Chairman of the EGM as proxy to attend, speak and vote at the EGM and/or any adjournment thereof, or (b) submitting details for the registration to watch the "live" webcast or listen to the "live" audio feed of the proceedings of the EGM, or (c) submitting any question prior to the EGM in

accordance with this Notice of EGM, a member of the Company consents to the collection, use and disclosure of the member's personal data by the Company (or its agents or service providers) for the following purposes:

- (i) processing and administration by the Company (or its agents or service providers) of proxy forms appointing the Chairman of the EGM as proxy for the EGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, proxy lists, minutes and other documents relating to the EGM (including any adjournment thereof);
- (ii) processing of the registration for purpose of granting access to members of the Company (or their corporate representatives in the case of members of the Company which are legal entities) to watch the "live" webcast or listen to the "live" audio feed of the proceedings of the EGM and providing them with any technical assistance where necessary;
- (iii) addressing relevant and substantial questions from members of the Company received before the EGM and if necessary, following up with the relevant members of the Company in relation to such questions; and
- (iv) enabling the Company (or its agents or service providers) to comply with any applicable laws, listing rules, regulations and/or guidelines by the relevant authorities.

Photographic, sound and/or video recordings of the EGM may be made by the Company for record keeping and to ensure the accuracy of the minutes prepared of the EGM. Accordingly, the personal data of a member of the Company (such as his name, his presence at the EGM and any questions he may raise or motions he propose/second) may be recorded by the Company for such purpose.

This notice has been prepared by the Company and its contents have been reviewed by the Company's sponsor, ZICO Capital Pte. Ltd. (the "**Sponsor**"), in accordance with Rule 226(2)(b) of the Singapore Exchange Securities Trading Limited ("**SGX-ST**") Listing Manual Section B: Rules of Catalyst.

This notice has not been examined or approved by the SGX-ST and the SGX-ST assumes no responsibility for the contents of this notice, including the correctness of any of the statements or opinions made or reports contained in this notice.

The contact person for the Sponsor is Ms Alice Ng, Director of Continuing Sponsorship, ZICO Capital Pte. Ltd. at 8 Robinson Road, #09-00 ASO Building, Singapore 048544, telephone (65) 6636 4201.