**KOH BROTHERS GROUP LIMITED**
(Unique Entity Number: 199400775D)

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**ANNUAL GENERAL MEETING TO BE HELD ON 25 JUNE 2020**

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1. **Background**. The Board of Directors (the "**Board**") of Koh Brothers Group Limited (the "**Company**") refers to:

   (a) the Company's announcement dated 25 March 2020 on the approval for extension of time of up to 30 June 2020 for the Company to hold its annual general meeting for the financial year ended 31 December 2019;

   (b) the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on 7 April 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

   (c) 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 13 April 2020 and subsequently amended on 24 April 2020, and which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies.

2. **Date, time and conduct of Annual General Meeting**: The Board wishes to announce that pursuant to the Order, the Annual General Meeting of the Company ("**AGM**") will be convened and held by way of electronic means on **Thursday, 25 June 2020 at 4.00 p.m. (Singapore Time)**.

3. **Notice of AGM, appendix to Notice of AGM and proxy form**: The Notice of AGM, appendix to Notice of AGM and proxy form will be sent to shareholders solely by electronic means via publication on the Company's corporate website at https://www.kohbrothers.com/for-investors and the SGXNet. Printed copies of these documents will **not** be sent to shareholders.

4. **No personal attendance at the AGM:** Due to the current Covid-19 restriction orders in Singapore, **shareholders will not be able to attend the AGM in person.**

5. **Participation at the AGM electronically**: Shareholders may participate at the AGM by:

   (a) observing and/or listening to the AGM proceedings via "live" audio-and-visual webcast via their mobile phones, tablets or computers or "live" audio-only stream via telephone;

   (b) submitting questions in advance of the AGM; and

   (c) appointing the Chairman of the AGM ("**Chairman**") 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.

6. **Persons who hold shares through relevant intermediaries (as defined in Section 181 of the Companies Act (Chapter 50 of Singapore)):**

(a) Persons holding shares through Central Provident Fund ("**CPF**") and Supplementary Retirement Scheme ("**SRS**") ("**CPF/SRS investors**") who wish to participate in the AGM by (i) observing and/or listening to the AGM proceedings via "live" audio-and-visual webcast or "live" audio-only stream; and (ii) submitting questions in advance of the AGM, should follow the steps for pre-registration and pre-submission of questions set out in the **Appendix** to this announcement. **However, CPF/SRS investors who wish to appoint the Chairman as proxy to attend, speak and vote on their behalf should approach their respective CPF Agent Banks or SRS Operators to submit their voting instructions by 5.00 p.m. on 15 June 2020, being seven (7) working days before the date of the AGM.**

(b) Investors holding shares through relevant intermediaries ("**Investors**") (other than CPF/SRS investors) who wish to participate in the AGM by (i) observing and/or listening to the AGM proceedings via "live" audio-and-visual webcast or "live" audio-only stream; (ii) submitting questions in advance of the AGM; and/or (iii) appointing the Chairman 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 to make the necessary arrangements for them to participate in the AGM. 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 polling agent, Complete Corporate Services Pte. Ltd, via email to kohbrothersgroup-agm@complete-corp.com.sg by no later than **4.00 p.m. on 22 June 2020**.

7. **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 |
|---|---|
| **5 June 2020 (Friday)** | Shareholders and CPF/SRS investors may begin to pre-register at https://complete-corp.com.sg/koh-brothers-group-agm/ for the "live" audio-and-visual webcast or "live" audio-only stream of the AGM proceedings. |
| **5.00 p.m. on 15 June 2020 (Monday)** | Deadline for CPF/SRS investors who wish to appoint the Chairman as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their voting instructions. |
| **4.00 p.m. on 22 June 2020 (Monday)** | Deadline for shareholders and CPF/SRS investors to:<br>• pre-register at https://complete-corp.com.sg/koh-brothers-group-agm/ for "live" audio-and-visual webcast or "live" audio-only stream of the AGM proceedings; and<br>• submit questions in advance.<br>Deadline for shareholders to submit proxy forms. |
| **12.00 p.m. on 24 June 2020 (Wednesday)** | Authenticated shareholders and CPF/SRS investors who pre-registered for the "live" audio and-visual webcast or "live" audio-only stream of the AGM proceedings will receive an email which will contain password details, as well as the link to access the "live" audio-and-visual webcast and a toll-free telephone number to access the "live" audio-only stream of the AGM proceedings (the "**Confirmation Email**"). |

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| | Shareholders who do not receive the Confirmation Email by 12.00 p.m. on 24 June 2020, but have registered by the 22 June 2020 deadline should contact the Company via email at kohbrothersgroup-agm@complete-corp.com.sg. |
| **Date and time of AGM**<br>**4.00 p.m. on 25 June 2020 (Thursday)** | • Click on the link in the Confirmation Email and enter the password to access the "live" audio-and-visual webcast of the AGM proceedings; or<br><br>• Call the toll-free telephone number in the Confirmation Email and enter the meeting ID and password to access the "live" audio-only stream of the AGM proceedings.<br><br>Shareholders are advised to join the conference at least 5 minutes before the time appointed for the AGM. |

8. **Annual Report 2019 and related documents**: The Annual Report 2019, proxy form, Notice of AGM and appendix to the Notice of AGM have been published on the Company's website at https://www.kohbrothers.com/for-investors and SGXNet.

9. **Further information:** For more information on the AGM, shareholders can email the Company at kohbrothersgroup-agm@complete-corp.com.sg.

10. **Important: Due to the constantly evolving Covid-19 situation in Singapore, the arrangements for the AGM may be changed at short notice. Shareholders are advised to check SGXNet and/or the Company's website at https://www.kohbrothers.com/for-investors regularly for updates.**

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

BY ORDER OF THE BOARD
**KOH BROTHERS GROUP LIMITED**

Koh Keng Siang
Managing Director and Group CEO
5 June 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-and-video webcast or "live" audio-only stream by pre-registering, submitting questions in advance of the AGM and voting by appointing the Chairman of the AGM ("**Chairman**") 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-registration** | Shareholders and CPF/SRS investors must pre-register at the pre-registration website at https://complete-corp.com.sg/koh-brothers-group-agm/ from 5 June 2020 till 4.00 p.m. on 22 June 2020 to enable the Company to verify their status as shareholders or CPF/SRS investors.<br><br>Following the verification, authenticated shareholders and CPF/SRS investors will receive an email which will contain their password details, as well as the link to access the "live" audio-and-visual webcast and a toll-free telephone number to access the "live" audio-only stream of the AGM proceedings.<br><br>Shareholders and CPF/SRS investors who do not receive the email by 12.00 p.m. on 24 June 2020, but have registered by the 22 June 2020 deadline should contact the Company via email at kohbrothersgroup-agm@complete-corp.com.sg.<br><br>Investors holding shares through relevant intermediaries (other than CPF/SRS investors) will not be able to pre-register at https://complete-corp.com.sg/koh-brothers-group-agm/ for the "live" broadcast of the AGM. If they wish to participate in the "live" broadcast of the AGM, they should approach their respective relevant intermediaries as soon as possible in order for the necessary arrangements to be made for their participation in the "live" broadcast of the AGM. 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 polling agent, Complete Corporate Services Pte. Ltd, via email to kohbrothersgroup-agm@complete-corp.com.sg by no later than 4.00 p.m. on 22 June 2020. |
| **2.** | **Pre-submission of questions** | **Shareholders will not be able to ask questions "live" at the AGM during the "live" audio-and-visual webcast or "live" audio-only stream, and therefore it is important for shareholders to pre-register and submit their questions in advance of the AGM.**<br><br>**Submission of questions**: Shareholders and CPF/SRS investors may submit questions relating to the business of the AGM in advance of the AGM, in the following manner:<br><br>(a) via the pre-registration website at https://complete-corp.com.sg/koh-brothers-group-agm/; |

| No. | Steps | Details |
|---|---|---|
| | | (b) by email to kohbrothersgroup-agm@complete-corp.com.sg; or<br><br>(c) by post to the registered office of the Company at 11 Lorong Pendek, Koh Brothers Building, Singapore 348639 (Attn: The Company Secretary).<br><br>**In view of the current Covid-19 situation and the related safe distancing measures which may make it difficult to submit questions by post, shareholders and CPF/SRS investors are strongly encouraged to submit their questions via the pre-registration website or by email.**<br><br>Members and CPF/SRS investors submitting questions are required to state their full name, NRIC/Passport/Company Registration number, address and manner in which they hold their shares in the Company, for verification purposes, failing which the Company shall be entitled to treat their submission as invalid and not respond to the questions submitted.<br><br>**Deadline to submit questions**: All questions must be submitted by **4.00 p.m. on 22 June 2020**.<br><br>**Investors holding shares through relevant intermediaries (other than CPF/SRS investors) will not be able to submit questions related to the resolutions to be tabled for approval at the AGM directly to the Chairman and should approach their respective relevant 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.**<br><br>**Addressing questions**: The Company will endeavour to answer all substantial and relevant questions during the AGM through the "live" audio and-visual webcast or "live" audio-only stream. However, as there may not be sufficient time to address all such questions during the AGM itself, the Company may also publish responses to questions which the Company is unable to address during the AGM on the Company's corporate website and on SGXNET prior to the AGM.<br><br>**Minutes of AGM**: The Company will publish the minutes of the AGM on its 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. |

| No. | Steps | Details |
|---|---|---|
| **3.** | **Submission of proxy form to vote** | **Appointment of Chairman as proxy**: 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 as their proxy to attend, speak and vote on their behalf at the AGM, in accordance with the instructions on the proxy form and this Appendix.<br><br>**Specific voting instructions to be given**: Where shareholders (whether individual or corporate) appoint the Chairman 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 as proxy for that resolution will be treated as invalid.<br><br>**Submission of proxy forms**: Proxy forms must be submitted in the following manner:<br><br>(a) if submitted by post, be lodged at the registered office of the Company at 11 Lorong Pendek, Koh Brothers Building, Singapore 348639 (Attn: The Company Secretary); or<br><br>(b) if submitted electronically, be submitted via email to kohbrothersgroup-agm@complete-corp.com.sg<br><br>in either case, by **4.00 p.m.** on **22 June 2020**, being 72 hours before the time appointed for holding the AGM.<br><br>A shareholder who wishes to submit a proxy form via email 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.<br><br>**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.**<br><br>CPF/SRS investors who wish to vote should approach their respective CPF Agent Banks or SRS Operators to submit their voting instructions by **5.00 p.m. on 15 June 2020**. All other Investors holding shares through relevant intermediaries (other than CPF/SRS investors) who wish to vote should approach his/her relevant intermediary as soon as possible to specify their voting instructions. |