# **OILTEK INTERNATIONAL LIMITED**

Company Registration No. 202109778W

(Incorporated in the Republic of Singapore)

## **PROXY FORM**

(Please see notes overleaf before completing this Form)

### IMPORTANT:

- The Annual General Meeting ("AGM") will be held physically at Rosemarie Hall, Level 1, York Hotel Singapore, 21 Mount Elizabeth, Singapore 228516. Members have no option to participate virtually.
- 2. For CPF Investors/SRS Investors who have used their CPF/SRS monies to buy the Company's shares, this Proxy Form is not valid to use by CPF Investors/SRS Investors and shall be ineffective for all intents and purposes if used or purported to be used by them. CPF Investors/SRS Investors should contact their respective Agent Banks/SRS Operators if they have any queries regarding their appointment as proxies.
- Please read the notes overleaf which contains instructions on, inter alia, the appointment of proxy(ies).

(Name)

of

I/We\*, \_\_\_\_

(NRIC/Passport Number/Company Registration Number)

(Address)

being a member/members\* of Oiltek International Limited (the "Company"), hereby appoint:

Name	NRIC/Passport No.	Proportion of Shareholding	
		No. of Shares	(%)
Address			

and/or\*

Name	NRIC/Passport No.	Proportion of Shareholding	
		No. of Shares	(%)
Address			

or failing the person, or either or both of the persons referred to above, the Chairman of the Annual General Meeting ("**AGM**") as my/our proxy/proxies\* to attend, speak or vote for me/us\* on my/our\* behalf at the AGM of the Company to be held physically at Rosemarie Hall, Level 1, York Hotel Singapore, 21 Mount Elizabeth, Singapore 228516 on Friday, 26 April 2024 at 2 p.m. and at any adjournment thereof.

\*I/We direct \*my/our \*proxy/proxies to vote for, against or abstain the Resolutions proposed at the AGM as indicated hereunder.

If no specific direction as to voting is given or in the event of any other matter arising at the AGM and at any adjournment thereof, the proxy/proxies will vote or abstain from voting at his/her discretion. In the absence of specific directions in respect of a resolution, the appointment of the Chairman of the AGM as your proxy for that resolution will be treated as invalid. All resolutions put to the vote at the AGM shall be decided by way of poll.

### (If you wish to exercise all your votes "For", "Against" or "Abstain", please tick $[\sqrt{}]$ within the box provided. Alternatively, please indicate the number of votes as appropriate.)

No.	Resolutions relating to:	No. of Votes For	No. of Votes Against	No. of Votes Abstained
	Ordinary Business			
1	Directors' Statement and Audited Financial Statements for the financial year ended 31 December 2023			
2	Declaration of a final tax-exempt one-tier dividend of 1.60 Singapore cents per share for the financial year ended 31 December 2023			
3	Re-election of Mr. Hew Koon Chan as a Director			
4	Re-election of Mr. Yong Khai Weng as a Director			
5	Approval of Directors' fees of S\$212,000 for the financial year ending 31 December 2024, payable quarterly in arrears			
6	Re-appointment of M/s PricewaterhouseCoopers LLP as Auditors and to authorise the Directors of the Company to fix their remuneration			
	Special Business			
7	Authority to issue shares under the Oiltek Employee Share Option Scheme			
8	Authority to issue shares under the Oiltek Performance Share Plan			

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024

Total Number of Shares in:	No. of Shares
(a) CDP Register	
(b) Register of Members	

Signature of Shareholder(s) or, Common Seal of Corporate Shareholder \*Delete where inapplicable

### Notes:

- 1. Each of the resolutions to be put to the vote of members at the AGM (and at any adjournment thereof) will be voted on by way of poll.
- 2. Please insert the total number of shares of the Company ("Shares") held by you. If you have Shares entered against your name in the Depository Register (as defined in Section 81SF of the Securities and Futures Act 2001), you should insert that number of Shares. If you have Shares registered in your name in the Register of Members, you should insert that number of Shares. If you have Shares registered in your name in the Depository Register and Shares registered in your name in the Register of Members, you should insert that number of Shares. If you have Shares entered against your name in the Depository Register and Shares registered in your name in the Register of Members, you should insert the aggregate number of Shares entered against your name in the Depository Register and registered in your name in the Register of Members. If no number is inserted, the instrument appointing a proxy or proxies shall be deemed to relate to all the Shares held by you.
- 3. A member who is not a relevant intermediary is entitled to appoint not more than two (2) proxies to attend, speak and vote in his/her stead. A proxy need not be a member of the Company.
- 4. Where a member appoints two (2) proxies, the appointments shall be invalid unless he/she specifies the proportion of his/her shareholding (expressed as a percentage of the whole) to be represented by each proxy. If no proportion is specified, the Company shall be entitled to treat the first named proxy as representing the entire number of shares entered against his name in the Depository Register and any second named proxy as an alternate to the first named. The proxy form will be sent to the members of the Company in physical copies and may also be accessed on the SGX website.
- 5. A member who is a relevant intermediary entitled to attend the meeting and vote is entitled to appoint more than two (2) proxies to attend and vote instead of the member, but each proxy must be appointed to exercise the rights attached to a different Share or Shares held by such member. Where such member appoints more than two (2) proxies, the appointments shall be invalid unless the member specifies the number of Shares in relation to which each proxy has been appointed.

"Relevant intermediary" means:

- (a) a banking corporation licensed under the Banking Act 1970 or a wholly-owned subsidiary of such a banking corporation, whose business includes the provision of nominee services and who holds shares in that capacity;
- (b) a person holding a capital markets services licence to provide custodial services for securities under the Securities and Futures Act 2001 and who holds shares in that capacity; or
- (c) the Central Provident Fund Board established by the Central Provident Fund Act 1953, in respect of shares purchased under the subsidiary legislation made under that Act providing for the making of investments from the contributions and interest standing to the credit of members of the Central Provident Fund, if the Board holds those shares in the capacity of an intermediary pursuant to or in accordance with that subsidiary legislation.

A member can appoint the Chairman of the Meeting as his/her/its proxy but this is not mandatory.

CPFIS/SRS Investors who wish to vote at the AGM should approach their respective agent banks to submit their votes at least seven (7) working days before the date of the AGM (i.e. 5 p.m. on 16 April 2024). CPFIS/SRS Investors should contact their respective agent banks for any queries they may have with regard to the appointment of proxy for the AGM.

- 6. The instrument appointing a proxy(ies) ("Proxy Form") must be submitted to the Company in the following manner:-
  - (a) if submitted by post, be deposited at the Registered Office of the Company's Share Registrar, B.A.C.S. Private Limited at 77 Robinson Road, #06-03 Robinson 77, Singapore 068896; or
  - (b) if submitted electronically, be sent via email to main@zicoholdings.com,

in either case, not less than seventy-two (72) hours before the time appointed for holding the AGM, that is by 2 p.m. on 23 April 2024, failing which, the Proxy Form will not be treated as valid.

- 7. Completion and return of the Proxy Form by a member will not prevent him/her from attending, speaking and voting at the AGM if he/she so wishes. The appointment of the proxy(ies) for the AGM will be deemed to be revoked if the member attends the AGM in person and in such event, the Company reserves the right to refuse to admit any person or persons appointed under the relevant instrument appointing a proxy(ies) to the AGM.
- 8. The Proxy Form must be under the hand of the appointor or of his/her attorney duly authorised in writing. Where the Proxy Form is executed by a corporation, it must be executed either under its seal or under the hand of an officer or attorney duly authorised. Where the Proxy Form 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.
- 9. A corporation which is a member may authorise by resolution of its directors or other governing body such person as it thinks fit to act as its representative at the AGM, in accordance with Section 179 of the Companies Act 1967 of Singapore.

### Personal data privacy:

By submitting an instrument appointing a proxy(ies) and/or representative(s), the Member accepts and agrees to the personal data privacy terms set out in the Notice of AGM dated 4 April 2024.

#### General:

The Company shall be entitled to reject the instrument appointing a proxy or proxies 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 a proxy or proxies. In addition, in the case of Shares entered in the Depository Register, the Company may reject any instrument appointing a proxy or proxies lodged if the member, being the appointor, is not shown to have Shares entered against his/her name in the Depository Register as at seventy-two (72) hours before the time appointed for holding the AGM, as certified by The Central Depository (Pte) Limited to the Company.