



## **SITRA HOLDINGS (INTERNATIONAL) LIMITED**

(Company Registration No.: 197901237E)  
(Incorporated in the Republic of Singapore)

### **IMPORTANT NOTICE TO SHAREHOLDERS IN RELATION TO THE COMPANY'S ANNUAL GENERAL MEETING ON 5 JUNE 2020 AT 10.00 A.M.**

---

The Company refers to the Notice of Annual General Meeting dated 18 May 2020 and the proxy form in respect of the Annual General Meeting ("AGM") of the Company to be held on Friday, 5 June 2020 at 10.00 a.m. by way of electronic means.

On 7 April 2020 and 13 April 2020 respectively, the Government of Singapore enacted the COVID-19 (Temporary Measures) Act 2020 and the COVID-19 (Temporary Measures) (Alternative Arrangements For Meetings For Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020. On 13 April 2020, the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation issued a joint statement providing Additional Guidance on the Conduct of General Meetings during Elevated Safe Distancing Period.

In light of the foregoing authorities' advisories and guidance and the evolving Covid-19 situation, the Company wishes to inform that it will hold its AGM on 5 June 2020 at 10.00 a.m. by electronic means through **Live Webcast**. and the following are the alternative arrangements which has been put in place for the AGM:-

#### **1. Pre- Registration to watch Live Webcast of Proceeding of AGM by 10.00 a.m. on 2 June 2020**

Shareholders are reminded that, due to the current COVID-19 restriction orders in Singapore, no physical attendance at the AGM is permitted. Instead, alternative arrangements have been put in place to allow Shareholders to participate at the AGM by watching the AGM proceedings via Live Webcast. Shareholders who wish to watch the Live AGM Webcast must pre-register **by 10.00 a.m. on 2 June 2020** at <https://meetings.vision/Sitra-agm-registration>, not less than 72 hours before the time fixed for the AGM on 5 June 2020. Following authentication of the Shareholders' status as shareholders, an unique link will be sent to the authenticated shareholders before the end-of-the-day on 4 June 2020. The link will be used to access the AGM Webcast.

Shareholders may attend the AGM Webcast via your smart phones, tablets or computers.

Shareholders who wish to attend the AGM Webcast are reminded that the AGM is private. Invitations to attend the AGM Webcast shall not be forwarded to anyone who is not a Shareholder of the Company or who is not authorized to attend the AGM Webcast. Recording of the AGM Webcast in whatever form is also strictly prohibited.

Non CPF/SRS investors who held shares through Depository Agents ("DAs") must approach their respective DAs to indicate their interest to watch the Live AGM Webcast.

#### **2. Submission of Questions in Advance**

For the purpose of orderly proceeding of AGM, shareholders will not be able to ask questions at the Live AGM Webcast and therefore it is important for Shareholders to pre-register their participation in order to submit their questions related to the resolutions to be tabled for approval at the AGM or by email to [agm2020@sitrahholdings.com](mailto:agm2020@sitrahholdings.com) in advance of the AGM and in any case by 10.00 a.m. on **28 May 2020**. Please state your question, your full name and whether you are a shareholder or a Proxy or a Corporate Representative of a Corporate Shareholder if you are submitting your questions by email to [agm2020@sitrahholdings.com](mailto:agm2020@sitrahholdings.com). Any question without these identification details will not be entertained. Please note these questions will be addressed at the AGM Webcast.

### 3. Submission of Proxy Voting by 10.00 a.m. on 3 June 2020

Shareholders will not be able to vote online on the resolutions to be tabled for approval at the AGM. Instead, if Shareholders (whether individual or corporate) wish to exercise their votes, they are reminded that they must submit a proxy form to appoint the Chairman of the Meeting to vote on their behalf, giving specific instructions as to his/her manner of voting, or abstentions from voting in the proxy form attached to the Notice of AGM or download it from the Company's Announcement at SGXNet and submit the completed and signed proxy form either by:

- (i) Posting it to the office of the Company's Share Registrar, Tricor Barbinder Share Registration Services at 80 Robinson Road, #11-02 Singapore 068898; or
- (ii) Emailing it to [sg.is.proxy@sg.tricorglobal.com](mailto:sg.is.proxy@sg.tricorglobal.com).

not less than forty-eight (48) hours before the time fixed for the AGM on 5 June 2020. Any incomplete proxy forms will be rejected by the Company.

For CPF or SRS investors who wish to appoint the chairperson as their proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes at least seven (7) working days before the AGM.

The Company seeks shareholders' understanding and cooperation to adhere to the measures taken by the Company with the constantly evolving Covid-19 situation. Shareholders are also advised to check on the Company's announcement on SGXNet for any changes or updates on this AGM, should there be any further measures recommended by the relevant authorities.

We wish to thank all Shareholders for your patience and co-operation in enabling us to hold the AGM with the optimum safe distancing measures amidst the current COVID-19 pandemic.

#### BY ORDER OF THE BOARD

**STEVEN CHEW**  
**Executive Director**  
**18 May 2020**

---

*This announcement has been reviewed by the Company's Sponsor, RHT Capital Pte. Ltd., for compliance with the relevant rules of the Singapore Exchange Securities Trading Limited ("SGX-ST"). The Company's Sponsor has not independently verified the contents of this announcement.*

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

*The details of the contact person for the Sponsor are:  
Name: Mr. Leong Weng Tuck, Registered Professional  
Address: 9 Raffles Place, #29-01, Republic Plaza Tower 1, Singapore 048619  
Tel: (65) 6381 6966*

# SITRA HOLDINGS (INTERNATIONAL) LIMITED

(Company Registration No.: 197901237E)  
(Incorporated in the Republic of Singapore)

## NOTICE OF ANNUAL GENERAL MEETING

**NOTICE IS HEREBY GIVEN** that the Annual General Meeting of the shareholders (“**Shareholders**”) of Sitra Holdings (International) Limited (the “**Company**”) will be held by way of electronic means on Friday, 5 June 2020 at 10.00 a.m. to transact the following businesses:-

### AS ORDINARY BUSINESS

1. To receive and adopt the Audited Financial Statements for the financial year ended 31 December 2019, the Directors’ Statement and the Auditors’ Report thereon. **(Resolution 1)**
2. To re-elect the following Directors who are retiring in accordance with Article 91 of the Company’s Constitution and who, being eligible, offers himself for re-election:
  - (a) Mr Chew Chiew Siang, Steven **(Resolution 2)**
  - (b) Mr Tan Eng Kiat, Dominic **(Resolution 3)**

*Mr Tan Eng Kiat, Dominic will, upon re-election as a Director of the Company, remain as a member of the Audit Committee and will be considered independent for the purposes of Rule 704(7) of the Listing Manual Section B, Rules of Catalist of the Singapore Exchange Securities Trading Limited (“Rules of Catalist”).*

[See Explanatory Notes]

3. To re-elect the following Directors who are retiring in accordance with Article 97 of the Company’s Constitution and who, being eligible, offers himself for re-election:
  - (a) Mr Chew Hua Seng **(Resolution 4)**
  - (b) Mr Guo Shaozeng **(Resolution 5)**

[See Explanatory Notes]

4. To approve the payment of Directors’ fees of S\$108,946 for the financial year ended 31 December 2019 (2018: S\$105,000). **(Resolution 6)**
5. To re-appoint Messrs Nexia TS Public Accounting Corporation as external auditors of the Company and to authorise the Directors to fix their remuneration. **(Resolution 7)**
6. To transact any other ordinary business that may properly be transacted at an Annual General Meeting.

### AS SPECIAL BUSINESS

To consider and if thought fit, to pass the following resolutions as Ordinary Resolutions, with or without any modifications:-

7. Authority to allot and issue shares

THAT pursuant to Section 161 of the Companies Act, Chapter 50 and Rule 806 of the Rules of Catalist, authority be and is hereby given to the Directors of the Company to:

- (a) (i) issue shares in the capital of the Company (“**Shares**”) whether by way of rights, bonus or otherwise; and/or

- (ii) make or grant offers, agreements or options (collectively, “**Instruments**”) that might or would require Shares to be issued, including but not limited to the creation and issue of (as well as adjustments to) warrants, debentures or other instruments convertible into Shares,

at any time and upon such terms and conditions and for such purposes and to such persons as the Directors may in their absolute discretion deem fit;

- (b) (notwithstanding that the authority conferred by this Ordinary Resolution may have ceased to be in force) issue Shares in pursuance of any Instrument made or granted by the Directors while this Ordinary Resolution was in force,

provided that:

- (i) the aggregate number of Shares to be issued pursuant to this Ordinary Resolution (including Shares to be issued in pursuance of Instruments made or granted pursuant to this Ordinary Resolution) does not exceed 100% of the total number of issued shares in the capital of the Company excluding treasury shares and subsidiary holdings (as calculated in accordance with subparagraph (ii) below), of which the aggregate number of Shares to be issued other than on a *pro rata* basis to shareholders of the Company (including Shares to be issued in pursuance of Instruments made or granted pursuant to this Ordinary Resolution) does not exceed 50% of the total number of issued shares in the capital of the Company excluding treasury shares and subsidiary holdings (as calculated in accordance with sub-paragraph (ii) below);

- (ii) for the purpose of determining the aggregate number of Shares that may be issued under sub-paragraph (i) above, the percentage of issued share capital shall be based on the total number of issued shares in the capital of the Company excluding treasury shares and subsidiary holdings at the time of passing of this Ordinary Resolution, after adjusting for:

- (1) new Shares arising from the conversion or exercise of any convertible securities which were issued and are outstanding or subsisting at the time this Resolution is passed;
- (2) new Shares arising from exercise of share options or vesting of share awards which were issued and are outstanding or subsisting at the time of passing of this Ordinary Resolution, provided the options or awards were granted in compliance with Part VIII of Chapter 8 of the Rules of Catalist; and
- (3) any subsequent bonus issue, consolidation or subdivision of Shares;

and, in sub-paragraph (i) above and this sub-paragraph (ii), “subsidiary holdings” has the meaning given to it in the Listing Manual of the SGX-ST;

- (iii) in exercising the authority conferred by this Ordinary Resolution, the Company shall comply with the provisions of the Rules of Catalist for the time being in force (unless such compliance has been waived by the Singapore Exchange Securities Trading Limited) and the Constitution for the time being of the Company; and

- (iv) unless revoked or varied by the Company in general meeting, the authority conferred by this Ordinary Resolution shall continue in force until the conclusion of the next annual general meeting of the Company or the date by which the next annual general meeting of the Company is required by law to be held, whichever is the earlier; and

- (c) the Directors be and are hereby authorized to do any and all acts which they deem necessary and expedient in connection with paragraphs (a) and (b) above. **(Resolution 8)**

8. Authority to offer and grant options and to allot and issue Shares under the Sitra Holdings Employee Share Option Scheme

“That approval be and is hereby given to the Directors of the Company to:

- (A) offer and grant options in accordance with the Sitra Holdings Employee Share Option Scheme (the “**Scheme**”) and the Constitution of the Company; and
- (B) allot and issue from time to time such number of fully paid-up Shares as may be required to be delivered pursuant to the exercise of options under the Scheme,

provided that the aggregate number of Shares over which options may be granted under the Scheme on any date, when added to the number of Shares issued and/or issuable or transferred and/or transferable in respect of all options granted under the Scheme, all awards granted under the Sitra Holdings Performance Share Plan and all Shares, options or awards granted under any other share option or share scheme of the Company then in force, shall not exceed fifteen per centum (15%) of the issued Shares (excluding treasury shares and subsidiary holdings) on the day preceding that date.” **(Resolution 9)**

9. Authority to grant Shares awards and to allot and issue Shares under the Sitra Holdings Performance Share Plan

“That approval be and is hereby given to the Directors of the Company to:

- (A) grant awards in accordance with the Sitra Holdings Performance Share Plan (the “**Plan**”) and the Constitution of the Company; and
- (B) allot and issue from time to time such number of fully paid-up Shares as may be required to be delivered pursuant to the vesting of awards under the Plan,

provided that the aggregate number of Shares for which an award may be granted under the Plan on any date, when added to the number of Shares issued and/or issuable or transferred and/or transferable in respect of all awards granted under the Plan, all options granted under the Scheme and all Shares, options or awards granted under any other share option or share scheme of the Company then in force, shall not exceed fifteen per centum (15%) of the total number of issued Shares (excluding treasury shares and subsidiary holdings) on the day preceding that date.”

**(Resolution 10)**

By Order of the Board

Joanna Lim Lan Sim  
Company Secretary  
18 May 2020

#### **Explanatory Notes**

In relation to Resolutions 2 to 5 proposed under items 2(a) to 3(b) above, the detailed information on Mr Chew Chiew Siang, Steven and Mr Tan Eng Kiat, Dominic, Mr Chew Hua Seng and Mr Guo Shaozeng is set out in the section entitled “Board of Directors”, Table 3 in the “Corporate Governance Report” section and “Additional Information On Directors Seeking Re-Election” section of the Company’s 2019 Annual Report.

Mr Chew Chiew Siang, Steven is the nephew of Mr Chew Hua Seng (Non-Executive Chairman and substantial shareholder of the Company) and the son of Mr Chew Ah Ba, George (a substantial shareholder of the Company).

Mr Tan Eng Kiat, Dominic has no shareholdings in the Company and its related corporations, and has no relationships with the Company, its substantial shareholders or its officers. Mr Tan is considered independent by the Board.

Mr Chew Hua Seng, Non-Executive Chairman and substantial shareholder of the Company, is the brother of Mr Chew Ah Ba, George, a substantial shareholder of the Company.

Mr Guo Shaozeng is a substantial shareholder of the Company.

## Statement Pursuant to Article 54 of the Company's Constitution

### Ordinary Resolution 8

Ordinary Resolution 8 proposed in item 7 above, if passed, will empower the Directors from the date of this Meeting until the date of the next Annual General Meeting, or the date by which the next Annual General Meeting is required by law to be held or when varied or revoked by the Company in general meeting, whichever is the earlier, to issue shares in the capital of the Company and to make or grant instruments (such as warrants or debentures) convertible into shares, and to issue shares in pursuance of such instruments, up to a number not exceeding 100% of the issued shares in the capital of the Company excluding treasury shares and subsidiary holdings, of which up to 50% may be issued other than on a *pro rata* basis to shareholders. The aggregate number of shares which may be issued shall be based on the total number of issued shares in the capital of the Company (excluding treasury shares and subsidiary holdings) at the time that Ordinary Resolution 8 is passed, after adjusting for (a) new shares arising from the conversion or exercise of any convertible securities or share options or vesting of share awards which were issued and are outstanding or subsisting at the time that Ordinary Resolution 8 is passed, and (b) any subsequent bonus issue or consolidation or subdivision of shares.

### Ordinary Resolution 9

Ordinary Resolution 9 proposed in item 8 above, if passed, will empower the Directors of the Company to offer and grant options and allot and issue from time to time such number of fully paid-up Shares pursuant to the Scheme, provided that the aggregate number of Shares over which options may be granted under the Scheme on any date, when added to the number of Shares issued and/or issuable or transferred and/or transferable in respect of all options granted under the Scheme, all awards granted under the Sitra Holdings Performance Share Plan and all Shares, options or awards granted under any other share option or share scheme of the Company then in force shall not exceed fifteen per centum (15%) of the issued Shares (excluding treasury shares and subsidiary holdings) on the day preceding that date.

### Ordinary Resolution 10

Ordinary Resolution 10 proposed in item 9 above, if passed, will authorise the Directors of the Company to grant awards and to allot and issue from time to time such number of fully paid-up Shares pursuant to the Plan, provided that the aggregate number of Shares over which an award may be granted under the Plan on any date, when added to the number of Shares issued and/or issuable or transferred and/or transferable in respect of all awards granted under the Plan, all options granted under the Scheme and all Shares, options or awards granted under any other share option or share scheme of the Company then in force, shall not exceed fifteen per centum (15%) of the total number of issued shares (excluding treasury shares and subsidiary holdings) on the date preceding that date.

### Notes:

- (1) A member of the Company who is not a relevant intermediary is entitled to appoint not more than two proxies to attend, speak and vote at the Annual General Meeting. Where such member's form of proxy appoints more than one proxy, the proportion of the shareholding concerned to be represented by each proxy shall be specified in the form of proxy.
- (2) Any member of the Company who is a relevant intermediary is entitled to appoint more than two proxies to attend, speak and vote at the Annual General Meeting, but each proxy must be appointed to exercise the rights attached to a different share or shares held by such member. Where such member's form of proxy appoints more than two proxies, the number and class of shares in relation to which each proxy has been appointed shall be specified in the form of proxy.
- (3) **"Relevant intermediary"** has the meaning ascribed to it in Section 181 of the Companies Act, Chapter 50 of Singapore.
- (4) A proxy need not be a member of the Company.
- (5) The instrument appointing a proxy must be deposited at the office of the Company's Share Registrar, Tricor Barbinder Share Registration Services, either by hand or by post at 80 Robinson Road, #11-02 Singapore 068898 not later than 48 hours before the time appointed for the holding of the Annual General Meeting.

### Personal data privacy:

By submitting a proxy form appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the Annual General Meeting ("**AGM**") and/or any adjournment thereof, a member of the Company (i) consents to the collection, use and disclosure of the personal data of the member by the Company (or its agents or service providers) for the purpose of the processing, administration and analysis by the Company (or its agents or service providers) of proxies and representatives appointed for the AGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the AGM (including any adjournment thereof), and in order for the Company (or its agents or service providers) to comply with any applicable laws, listing rules, take-over rules, regulations and/or guidelines (collectively, the "**Purposes**"), (ii) warrants that where the member discloses the personal data of the proxy(ies) and/or representative(s) of the member to the Company (or its agents or service providers), the member has obtained the prior consent of such proxy(ies) and/or representative(s) for the collection, use and disclosure by the Company (or its agents or service providers) of the personal data of such proxy(ies) and/or representative(s) for the Purposes, and (iii) agrees that the member will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the breach of warranty of the member.



# SITRA HOLDINGS (INTERNATIONAL) LIMITED

(Company Registration No.: 197901237E)  
(Incorporated in the Republic of Singapore)

## Important:

1. The Annual General Meeting is being convened, and will be held, by 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.
2. Alternative arrangements relating to attendance at the Annual General Meeting via electronic means (including arrangements by which the meeting can be electronically accessed via live audio-visual webcast or live audio-only stream), submission of questions to the Chairman of the AGM in advance of the Annual General Meeting, addressing of substantial and relevant questions on or before the Annual General Meeting and voting by appointing the Chairman of the AGM as proxy at the Annual General Meeting, are set out in the accompanying Company's announcement dated 18 May 2020. This announcement may be accessed via the SGX website at the URL: <https://www.sgx.com/securities/company-announcements>
3. Due to the current Covid-19 restriction orders in Singapore, a member will not be able to attend the Annual General Meeting in person. A member (including a Relevant Intermediary\*) must appoint the Chairman of the AGM as his/her/its proxy to vote on his/her/its behalf at the Annual General Meeting if such member wishes to exercise his/her/its voting rights at the Annual General Meeting.
4. For CPF/SRS investors who have used their CPF/SRS monies to buy Sitra Holdings (International) Limited shares, this form of proxy is not valid for use and shall be ineffective for all intents and purposes if used or purported to be used by them. CPF/SRS investors who wish to appoint the Chairman of the AGM as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes.
5. 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 Annual General Meeting dated 18 May 2020.

## PROXY FORM

\*I / We, \_\_\_\_\_ NRIC/Passport no. \_\_\_\_\_

of \_\_\_\_\_

being \*a member/members of SITRA HOLDINGS (INTERNATIONAL) LIMITED (the "Company"), hereby appoint:

the Chairman of the Annual General Meeting, as \*my/our \*proxy/proxies\* to vote for \*me/us on \*my/our behalf at the Annual General Meeting of the Company to be held by way of electronic means on Friday, 5 June 2020 at 10.00 a.m. and at any adjournment thereof.

\*I/We direct \*my/our \*proxy/proxies to vote for or against, or abstain from voting on, the Ordinary Resolutions to be proposed at the Annual General Meeting as indicated hereunder.

No.	Ordinary Resolutions	For**	Against**	Abstain**
1.	To receive and adopt the Audited Financial Statements for the financial year ended 31 December 2019, the Directors' Statement and the Reports of Auditors thereon.			
2.	To re-elect Mr Chew Chiew Siang, Steven as a Director (Retiring under Article 91).			
3.	To re-elect Mr Tan Eng Kiat, Dominic as a Director (Retiring under Article 91).			
4.	To re-elect Mr Chew Hua Seng as a Director (Retiring under Article 97).			
5.	To re-elect Mr Guo Shaozeng as a Director (Retiring under Article 97).			
6.	To approve the payment of Directors' fees of S\$108,946 for the financial year ended 31 December 2019 (2018: S\$105,000).			
7.	To re-appoint Messrs Nexia TS Public Accounting Corporation as the Company's external auditors and to authorise the Directors to fix their remuneration.			
8.	To authorise the Directors to allot and issue shares.			
9.	To authorise the Directors to offer and grant options and to allot and issue shares under the Sitra Holdings Employee Share Option Scheme.			
10.	To authorise the Directors to grant share awards and to allot and issue shares under the Sitra Holdings Performance Share Plan.			

\* Delete where applicable

\*\* Voting will be conducted by poll. If you wish your proxy to cast all your votes 'For' or 'Against' a resolution, please tick [✓] in the 'For' or 'Against' box provided. Alternatively, please indicate the number of votes 'For' or 'Against' each resolution. If you wish your proxy to Abstain from voting on a resolution, please tick [✓] in the 'Abstain' box. Alternatively, please indicate the number of shares that your proxy is directed to abstain from voting.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2020



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

\_\_\_\_\_  
Signature(s) of Member(s) / Common Seal

**Notes:-**

1. (a) A member of the Company who is not a relevant intermediary is entitled to appoint not more than two proxies to attend, speak and vote at the Annual General Meeting. Where such member's form of proxy appoints more than one proxy, the proportion of the shareholding concerned to be represented by each proxy shall be specified in the form of proxy.
- (b) A member of the Company who is a relevant intermediary is entitled to appoint more than two proxies to attend, speak and vote at the Annual General Meeting, but each proxy must be appointed to exercise the rights attached to a different share or shares held by such member. Where such member's form of proxy appoints more than two proxies, the number and class of shares in relation to which each proxy has been appointed shall be specified in the form of proxy.

**"Relevant intermediary"** has the meaning ascribed to it in Section 181 of the Companies Act, Chapter 50 of Singapore (the **"Companies Act"**).

2. A proxy need not be a member of the Company.
3. The instrument appointing a proxy or proxies must be executed under the hand of the appointor or of his attorney duly authorised in writing. Where the instrument appointing a proxy or proxies is executed by a corporation, it must be executed under its common seal or under the hand of its attorney or duly authorised officer.
4. A corporation which is a member of the Company may authorise by resolution of its directors or other governing body such person as it thinks fit to act as its representative at the Annual General Meeting, in accordance with its constitution and Section 179 of the Companies Act.
5. The instrument appointing a proxy or proxies, together with the power of attorney or other authority (if any) under which it is signed, or a duly certified copy thereof (failing previous registration with the Company), must be deposited at the office of the Company's Share Registrar, Tricor Barbinder Share Registration Services, either by hand or by post at 80 Robinson Road, #11-02 Singapore 068898 not less than 48 hours before the time appointed for the holding of the Annual General Meeting.

*Fold along this line*

**Affix  
Postage  
Stamp  
Here**

**SITRA HOLDINGS (INTERNATIONAL) LIMITED**

c/o Tricor Barbinder Share Registration Services  
80 Robinson Road, #11-02 Singapore 068898

*Fold along this line*

6. A member of the Company should insert the total number of shares held. If the member has shares entered against his name in the Depository Register (as defined in Section 81SF of the Securities and Futures Act, Chapter 289 of Singapore), he should insert that number of shares. If the member has shares registered in his name in the Register of Members of the Company, he should insert that number of shares. If the member has shares entered against his name in the Depository Register and shares registered in his name in the Register of Members of the Company, he should insert the aggregate number of shares. If no number is inserted, this form of proxy will be deemed to relate to all the shares held by the member of the Company.
7. 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 members of the Company whose shares are entered against their names in the Depository Register, the Company may reject any instrument appointing a proxy or proxies lodged if such members are not shown to have shares entered against their names in the Depository Register 72 hours before the time appointed for holding the Annual General Meeting as certified by The Central Depository (Pte) Limited to the Company.
8. A Depositor shall not be regarded as a member of the Company entitled to attend the Annual General Meeting and to attend, speak and vote thereat unless his name appears on the Depository Register 72 hours before the time set for the Annual General Meeting.

**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 Annual General Meeting dated 18 May 2020.