SAPPHIRE CORPORATION LIMITED

(Incorporated in the Republic of Singapore)
(Company Registration No. 198502465W)

ANNUAL GENERAL MEETING OF THE COMPANY TO BE HELD BY WAY OF ELECTRONIC MEANS ON THURSDAY, 28 APRIL 2022 AT 10.00 A.M. (SINGAPORE TIME)

1. **Date, time and conduct of Annual General Meeting of the Company.** The Annual General Meeting of the Company will be held by way of electronic means on Thursday, 28 April 2022, at 10.00 a.m. (Singapore Time) to transact the business set out in the Notice of Annual General Meeting.

2. **Notice of Annual General Meeting, FY2020 Annual Report and Proxy Form**. Printed copies of the Notice of Annual General Meeting, the FY2020 Annual Report and the Proxy Form will not be sent to members. Instead, the Notice of Annual General Meeting, the FY2020 Annual Report and the Proxy Form may be accessed at the Company's website at http://sapphirecorp.listedcompany.com/home.html. The Notice of Annual General Meeting, the FY2020 Annual Report and the Proxy Form are also available on SGXNET at https://www.sgx.com/securities/company-announcements.

3. **Attendance at the Annual General Meeting of the Company**. Due to the current COVID-19 advisories issued by the relevant authorities in Singapore and the related safe distancing measures in Singapore, the Annual General Meeting will be held by way of electronic means and members will not be able to attend the Annual General Meeting in person.

4. **Participation at the Annual General Meeting of the Company**. Alternative arrangements have been made by the Company to allow members to participate at the Annual General Meeting of the Company via electronic means. Such alternative arrangements include:

   (a) arrangements by which members may electronically access the proceedings of the Annual General Meeting of the Company and observe and/or listen to the live audio-visual webcast or live audio-only stream;

   (b) arrangements by which members may submit comments, queries and/or questions to the Chairman of the Meeting in advance of the Annual General Meeting of the Company;

   (c) arrangements by which the Chairman of the Meeting may address substantial and relevant questions at the Annual General Meeting of the Company; and

   (d) arrangements by which members may appoint the Chairman of the Meeting as his/her/its proxy to attend, speak and vote on his/her/its behalf at the Annual General Meeting of the Company.

   Details of the steps for pre-registration for the live audio-visual webcast or live audio-only stream, submission of comments, queries and/or questions in advance of the Annual General Meeting of the Company and submission of Proxy Forms to appoint the Chairman of the Meeting to attend, speak and vote at the Annual General Meeting of the Company are set out in the appendix to this announcement.

5. Key dates and times.

Key Dates and Times	Actions to be taken by Members
5.00 p.m. (Singapore Time) on Monday, 18 April 2022	CPF or SRS investors who wish to appoint the Chairman of the Meeting as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes at least seven (7) working days before the Annual General Meeting by 5.00 p.m. (Singapore Time) on Monday, 18 April 2022.
10.00 a.m. (Singapore Time) on Thursday, 21 April 2022	Deadline for members to submit of questions in advance of the Annual General Meeting of the Company.
10.00 a.m. (Singapore Time) on Monday, 25 April 2022	Deadline for members to: (a) pre-register for the live audio-visual webcast or live audio-only stream; and (b) submit of Proxy Forms to appoint the Chairman of the Meeting to attend, speak and vote at the Annual General Meeting of the Company.
10.00 a.m. (Singapore Time) on Wednesday, 27 April 2022	Members, who have pre-registered for the live audio-visual webcast or live audio-only stream and who have been verified by the Company's Share Registrar, will receive an email which will contain the user ID and password details as well as the URL to access the live audio-visual webcast or the toll-free telephone number to access the live audio-only stream (the "**Confirmation Email**"). Members, who have pre-registered for the live audio-visual webcast or live audio-only stream but who have not received the Confirmation Email by 10.00 a.m. (Singapore Time) on Wednesday, 27 April 2022, should contact the Company at ir@sapphirecorp.com.sg.
10.00 a.m. (Singapore Time) on Thursday, 28 April 2022	Members may participate at the Annual General Meeting of the Company via electronic means by: (a) accessing the URL in the Confirmation Email and entering the user ID and password to access the live audio-visual webcast; or (b) calling the toll-free telephone number to access the live audio-only stream. Shareholders are advised to join the conference at least 5 minutes before the time appointed for the AGM.

Important reminder: Due to the constantly evolving COVID-19 situation in Singapore, the Company may be required to change its arrangements for the Annual General Meeting at short notice. Members should check the Company's website at http://sapphirecorp.listedcompany.com/home.html for the latest updates on the status of the Annual General Meeting. Such updates will also be made available on SGXNET at https://www.sgx.com/securities/company-announcements.

By Order of the Board of
Sapphire Corporation Limited

Wang Heng
Chief Executive Officer and Executive Director

13 April 2022

Appendix

Members may electronically access the proceedings of the Annual General Meeting of the Company and observe and/or listen to the live audio-visual webcast or live audio-only stream via their mobile phones, tablets or computers, submit comments, queries and/or questions to the Chairman of the Meeting in advance of the Annual General Meeting of the Company and appoint the Chairman of the Meeting as his/her/its proxy to attend, speak and vote on his/her/its behalf at the Annual General Meeting of the Company.

To do so, members will need to complete the relevant steps below.

Steps	Details
Pre-registration for the live audio-visual webcast or live audio-only stream	Members must pre-register at the URL set out below from the date hereof until 10.00 a.m. (Singapore Time) Monday, 25 April 2022: https://us02web.zoom.us/webinar/register/WN_94FeERmlQc6dz7wKGg5Ypw Members will receive an email by 10.00 am. on Wednesday, 27 April 2022 which will contain the user ID and password details as well as the URL to access the live audio-visual webcast or the toll-free telephone number to access the live audio-only stream (the "**Confirmation Email**"). Members, who have pre-registered for the live audio-visual webcast or live audio-only stream but who have not received the Confirmation Email by 10.00 a.m. (Singapore Time) on Wednesday, 27 April 2022, should contact the Company at ir@sapphirecorp.com.sg.
Submission of comments, queries and/or questions in advance of the Annual General Meeting of the Company	Members will not be able to comment, raise queries and/or ask questions at the Annual General Meeting of the Company during the live audio-visual webcast or live audio-only stream. It is therefore important for members to submit comments, queries and/or questions to the Chairman of the Meeting in advance of the Annual General Meeting of the Company. **Submission of comments, queries and/or questions.** Members may submit comments, queries and/or questions related to the resolutions in the Notice of Annual General Meeting to the Chairman of the Meeting in advance of the Annual General Meeting of the Company by electronic means – Members, who have pre-registered for the live audio-visual webcast or live audio-only stream, may submit their questions by electronic means at ir@sapphirecorp.com.sg. **Deadline to submit questions.** Members must submit all comments, queries and/or questions by 10.00 a.m. (Singapore Time) on Thursday, 21 April 2022. **Addressing comments, queries and/or questions.** The Company will endeavour to address all substantial and relevant comments, queries and/or questions received from members at the Annual General Meeting of the Company by 10.00 a.m. (Singapore Time) on Saturday, 23 April 2022. The Company will publish its responses to comments, queries and/or questions on the Company's website at http://sapphirecorp.listedcompany.com/home.html and on SGXNET at https://www.sgx.com/securities/company-announcements.

Steps	Details
	Minutes of Annual General Meeting of the Company. The Company will publish the minutes of the Annual General Meeting of the Company on the Company's website at http://sapphirecorp.listedcompany.com/home.html and on SGXNET at https://www.sgx.com/securities/company-announcements within one month after the Annual General Meeting of the Company.
Submission of Proxy Forms to appoint the Chairman of the Meeting to attend, speak and vote at the Annual General Meeting of the Company	**Appointment of Chairman of the Meeting as proxy.** A member (whether individual or corporate) must appoint the Chairman of the Meeting as his/her/its proxy to attend, speak and vote on his/her/its behalf at the Annual General Meeting of the Company in accordance with the instructions on the Proxy Form if such member wishes to exercise his/her/its voting rights at the Annual General Meeting of the Company. **Specific instructions as to voting must be given.** Where a member (whether individual or corporate) appoints the Chairman of the Meeting as his/her/its proxy, he/she/it 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 of the Meeting as proxy for that resolution will be treated as invalid. **Submission of Proxy Forms.** The Proxy Form must be submitted to the Company in the following manner: (a) if submitted by post, be lodged with the Share Registrar's office at 80 Robinson Road, #11-02, Singapore 068898; or (b) if submitted by way of electronic means, be submitted via email in Portable Document Format (PDF) format to the Share Registrar at sg.is.proxy@sg.tricorglobal.com, in either case, by 10.00 a.m. (Singapore Time) on Monday, 25 April 2022. 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 by scanning and submitting it by way of electronic means via email to the email address provided above. In view of the current COVID-19 advisories and the related safe distancing measures in Singapore 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 by way of electronic means via email. CPF or SRS investors who wish to appoint the Chairman of the Meeting as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes at least seven (7) working days before the AGM by 5.00 p.m. (Singapore Time) on Monday, 18 April 2022.