

SIN GHEE HUAT CORPORATION LTD.

(Incorporated in the Republic of Singapore)

(Company Registration No.: 197700475Z)



ADDITIONAL INFORMATION TO SHAREHOLDERS

ANNUAL GENERAL MEETING ON THURSDAY, 29 OCTOBER 2020, 10.30 a.m.

1. Background

Sin Ghee Huat Corporation Ltd (the "Company") refers to:

- (a) the COVID-19 (Temporary Measures) Act 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, teleconferencing or other electronic means;
- (b) 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 sets out the alternative arrangements in respect of, inter alia, general meetings of companies; and
- (c) the joint statement by the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation issued on 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020 and 1 October 2020) which provides additional guidance on the conduct of general meetings during the period when elevated safe distancing measures are in place.

2. Date, time and conduct of AGM

The Company wishes to announce that pursuant to the Order, its Annual General Meeting ("AGM") will be convened and held by way of live audio-visual webcast and live audio-only stream on **Thursday, 29 October 2020 at 10.30 a.m. (Singapore time)**.

The Company's Non-Executive Chairman & Independent Director, Mr Goh Chee Wee, Chief Executive Officer, Mr Kua Ghim Siong, as well as Executive Director, Mr Kua Peng Chuan, will conduct the proceedings of the AGM by way of electronic means.

3. Notice of general meetings and proxy form

The Notice of AGM and proxy forms have been published on the Company's corporate website at the URL <http://www.singheehuat.com.sg/announcement/> and the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

4. No physical attendance at general meetings

Due to the current COVID-19 situation in Singapore, shareholders will not be allowed to attend the AGM in person.

5. Alternative arrangements for the participants at the general meetings

Shareholders may participate at the AGM by:

- (a) Observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream;
- (b) Submitting questions in advance of the AGM; and/or

- (c) Appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

Details of the steps for pre-registration, submission of questions in advance, submission of proxy forms and voting at the AGM by shareholders, including the Central Provident Fund Investment Scheme (“CPF”) and/or the Supplementary Retirement Scheme (“SRS”) investors, are set out in the Appendix to this notice.

CPF investors or SRS investors who wish to appoint the Chairman of the Meeting as proxy to vote must approach their respective CPF Agent Banks or SRS Operators to submit their votes at least seven (7) working days before the AGM.

6. Persons who hold shares through relevant intermediaries

Persons who hold the Company’s shares through relevant intermediaries (as defined in Section 181 of the Companies Act, Chapter 50 of Singapore), other than CPF investors and SRS investors, and who wish to participate in the AGM by:

- (a) Observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream;
- (b) submitting questions in advance of the AGM; and/or
- (c) appointing the Chairman of the Meeting 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 for the necessary arrangements to be made for their participation at the AGM.

7. FY2020 Annual Report

The printed copy of Annual Report for FY2020 will be despatched to shareholders. At the same time, it will be made available for download from the Company’s corporate website at the URL <http://singheehuat.com.sg/annual-report/> and the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

8. 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
From 10.30 a.m. on 7 October 2020 (Wednesday)	Shareholders who wish to access the live audio-visual webcast or live audio-only stream of the AGM proceedings may begin to preregister at the URL https://online.meetings.vision/singheehuat-agm-registration
By 5.00 p.m. on 19 October 2020 (Monday)	CPF investors or SRS investors who wish to appoint the Chairman of the Meeting as proxy to vote must approach their respective CPF Agent Bank or SRS Operators to submit their votes by 5.00 p.m. on 19 October 2020, in order to enable their respective CPF Agent Banks or SRS Operators to submit proxy forms on their behalf.

<p>By 10.30 a.m. on 26 October 2020 (Monday)</p>	<p><u>Deadline for shareholders to:</u></p> <ul style="list-style-type: none"> ▪ pre-register for live audio-visual webcast or live audio-only stream of the AGM proceedings; and ▪ submit questions in advance. <p><u>Pre-registrations and submissions received after the deadline will not be processed.</u></p>
<p>By 10.30 a.m. on 27 October 2020 (Tuesday)</p>	<p>All proxy forms of the AGM submitted by post or electronically, must be received by the Company.</p>
<p>By 10.30 a.m. on 28 October 2020 (Wednesday)</p>	<p>Authenticated shareholders will receive an email which will contain instructions on how to access the live audio-visual webcast or live audio-only stream of the AGM proceedings (the "Confirmation Email").</p> <p>Shareholders who do not receive the Confirmation Email by 10.30 a.m. on 28 October 2020, but have registered by 10.30 a.m. on 26 October 2020 in respect of the AGM, should contact the Company's Share Registrar, Tricor Barbinder Share Registration Services, by telephone at 6236 3550 / 6236 3555 during Monday to Friday, from 8.30 a.m. to 5.30 p. m. or by email to sg.is.proxy@sg.tricorglobal.com.</p>
<p>Date and time of AGM 10.30 a.m. on 29 October 2020 (Thursday)</p>	<p>Authenticated shareholders may access:</p> <ul style="list-style-type: none"> ▪ the live audio-visual webcast; or ▪ the live audio-only stream of the AGM proceedings by following the instructions in the Confirmation Email.

The Company would like to thank all shareholders for their patience and co-operation.

ON BEHALF OF THE BOARD

Kua Ghim Siong
Chief Executive Officer
7 October 2020

APPENDIX

Steps for pre-registration, submission of questions in advance, submission of proxy forms and voting at the AGM.

Authenticated shareholders will be able to observe and/or listen to the AGM proceedings through a live audio visual webcast or live audio-only stream via their mobile phones, tablets or computers, submit questions in advance of the AGM and/or vote by appointing the Chairman of the Meeting as proxy.

To do so, they will need to complete the following steps:

No.	Steps	Details
1.	Pre-registration	<p>Shareholders, including CPF investors and SRS investors, who wish to observe and/or listen to the AGM proceedings must preregister at the URL https://online.meetings.vision/singheehuat-agm-registration by 10.30 a.m. on 26 October 2020 in respect of the AGM to enable the Company to verify their status as shareholders.</p> <p>Pre-registrations received after the deadline will not be processed.</p> <p>Following the verification, authenticated shareholders will receive an email by 10.30 a.m. on 28 October 2020. The email will contain instructions on how to access the live audio-visual webcast or live audio-only stream of the AGM proceedings.</p> <p>Shareholders who do not receive the Confirmation Email by 10.30 a.m. on 28 October 2020, but have registered by 10.30 a.m. on 26 October 2020 in respect of the AGM, should contact the Company's Share Registrar, Tricor Barbinder Share Registration Services, by telephone at 6236 3550 / 6236 3555 during Monday to Friday, from 8.30 a.m. to 5.30 p.m. or by email to sg.is.proxy@sg.tricorglobal.com</p>
2.	Submit questions in advance	<p>Shareholders will not be able to ask questions at the AGM during the live webcast, and therefore it is important for shareholders to pre-register and submit their questions in advance of the AGM.</p> <p><u>Submission of questions</u></p> <p>Shareholders, including CPF investors and SRS investors, can submit questions related to the resolutions to be tabled for approval at the AGM, in advance of the AGM, in the following manner:</p> <p>(a) <u>Via pre-registration website.</u> Shareholders who preregister to observe and/or listen to the AGM proceedings may submit their questions via the pre-registration website at the URL https://online.meetings.vision/singheehuat-agm-registration</p> <p>(b) <u>By post.</u> Alternatively, shareholders may submit their questions by post to office of the Company, at 32 Penhas Road #01-01, Singapore 208191, addressing the envelope to "The Investors' Relations of Sin Ghee Huat Corporation Ltd"; or</p> <p>(c) <u>By email.</u> Shareholders may also submit their questions by email to the Company, to enquiries@singheehuat.com.sg</p>

		<p>When submitting questions by post or via email to the Company, shareholders should provide the following details in their submission:</p> <ul style="list-style-type: none"> ▪ the shareholder’s full name; ▪ the shareholder’s NRIC, passport or company registration number; ▪ the shareholder’s address; ▪ the shareholder’s email address; ▪ the manner in which the shareholder holds shares in the Company (e.g., via CDP, CPF/SRS and/or scrip); and ▪ number of shares held. <p>Incomplete details for the submission of questions will not be processed.</p> <p><u>Deadline to submit questions</u> All questions submitted via any of the above channels must be received by 10.30 a.m. on 26 October 2020 in respect of the AGM.</p> <p>Questions received after the deadline will not be processed.</p> <p><u>Addressing questions</u> The Company will endeavour to address substantial and relevant questions relating to the resolutions to be tabled for approval at the AGM, as received from shareholders, either before or during the AGM. Where substantial and relevant questions are addressed before the AGM, the Company will publish the responses to these questions on its corporate website and on SGXNET.</p> <p><u>Minutes of AGM</u> The Company will publish the minutes of the AGM on its corporate website and on SGXNET, and the minutes will record substantial and relevant comments or queries from shareholders relating to the agenda of the AGM (as applicable), and responses from the board of directors and management.</p>
3.	Submit proxy forms to vote	<p><u>Appointment of Chairman of the Meeting as proxy</u> Shareholders will not be able to vote online on the resolutions to be tabled for approval at the AGM. Shareholders (whether individual or corporate) who wish to vote on the resolutions to be tabled at the AGM must appoint the Chairman of the Meeting as their proxy to attend, speak and vote on their behalf at the AGM, in accordance with the instructions on the proxy form.</p> <p><u>Specific voting instructions to be given</u> Where shareholders (whether individual or corporate) appoint the Chairman of the Meeting 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 of the Meeting as proxy for that resolution will be treated as invalid.</p> <p>Submission of proxy forms Proxy forms must be submitted in the following manner:</p> <p>(a) if submitted by post, be posted to the registered office at 32 Penhas Road, #01-01, Singapore 208191, addressing the envelope to “The Company Secretary of Sin Ghee Huat Corporation Ltd”; or</p>

		<p>(b) if submitted electronically, be sent via email to the Company's Share Registrar, Tricor Barbinder Share Registration Service at sg.is.proxy@sg.tricorglobal.com</p> <p><i>All proxy forms of the AGM submitted via any of the above channels must be received by the Company by 10.30 a.m. on 27 October 2020 in respect of the AGM.</i></p>
		<p><u>Submissions received after the deadline will not be processed.</u></p> <p>A shareholder who wishes to submit a 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 proxy form may be downloaded from the Company's corporate website at the URL http://www.singheehuat.com.sg/announcement/ and the SGX website at the URL https://www.sgx.com/securities/company-announcements.</p> <p>Due to the current COVID-19 situation in Singapore, shareholders are strongly encouraged to submit completed proxy forms electronically via email.</p> <p>CPF investors or SRS investors who wish to appoint the Chairman of the Meeting as proxy to vote must approach their respective CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 19 October 2020, in order to enable their respective CPF Agent Banks or SRS Operators to submit proxy forms on their behalf.</p>