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## NOTICE OF EXTRAORDINARY GENERAL MEETING

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### ASTAKA HOLDINGS LIMITED

(Incorporated in the Republic of Singapore)  
(Company Registration Number: 200814792H)

**NOTICE IS HEREBY GIVEN** that an extraordinary general meeting of Astaka Holdings Limited (“**Company**”) will be convened and held by way of electronic means on 28 October 2020 at 11.30 a.m. (or as soon as after the conclusion or adjournment of the annual general meeting of the Company to be held at 11.00 a.m. on the same day, by way of electronic means is concluded or adjourned) (“**EGM**”) for the purpose of considering and, if thought fit, passing the ordinary resolutions set out below.

*All capitalised terms used in this Notice of EGM which are not defined herein shall have the same meanings ascribed to them in the circular to the shareholders of the Company dated 9 October 2020 in relation to the IPT Loans (the “**Circular**”).*

#### Ordinary Resolution 1

##### **The approval of the DM Loan Agreement (as amended by the DM Supplemental Letter Agreement) as an Interested Person Transaction**

That:

- (a) the execution of the DM Loan Agreement (the principal terms of which are set out in paragraph 1 of Appendix A to the Circular) in relation to an unsecured loan in the principal amount not exceeding RM30,000,000 in aggregate be and is hereby approved, confirmed and ratified;
- (b) approval be and is hereby given for the entry into the DM Supplemental Letter Agreement to be entered into between APSB as borrower and Dato’ Malek as lender, the principal terms of which are set out in paragraph 2 of Appendix A to the Circular;
- (c) the transactions contemplated under the DM Loan Agreement (as amended by the DM Supplemental Letter Agreement) be and are hereby approved, confirmed and ratified; and
- (d) the Directors or any of them be and are hereby authorised to take such steps, complete and do all such acts, matters and things as they may consider necessary or expedient for the purposes of or in connection with the DM Loan Agreement (as amended by the DM Supplemental Letter Agreement) (including but not limited to amending, finalising, approving and executing all such documents as may be required in connection with the DM Loan Agreement (as amended by the DM Supplemental Letter Agreement)) and exercise such discretion as the Directors or any of them may in their absolute discretion deem fit, advisable or necessary in connection with all or any of the above matters, and to the extent that such acts, matters or things have been done, these be approved, confirmed and ratified in all respects.

#### Ordinary Resolution 2

##### **The proposed entry into the DMR Supplemental Letter Agreement as an Interested Person Transaction**

That:

- (a) the execution of the DMR Loan Agreement (the principal terms of which are set out in paragraph 3 of Appendix A to the Circular) in relation to an unsecured loan in the principal amount not exceeding RM19,000,000 in aggregate be and is hereby approved, confirmed and ratified;
- (b) approval be and is hereby given, for the purposes of Chapter 9 of the Listing Manual, for the entry into the DMR Supplemental Letter Agreement between APSB as borrower and DMR Holdings as lender (principal terms of which are set out in paragraph 4 of Appendix A to the Circular) in relation to, *inter alia*, the upsize of the existing unsecured loan from the principal amount not exceeding RM19,000,000 to RM60,000,000 in aggregate (the “**DMR Loan Upsize**”);

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## NOTICE OF EXTRAORDINARY GENERAL MEETING

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- (c) the transactions contemplated under the DMR Supplemental Letter Agreement and the DMR Loan Agreement following the DMR Loan Upsize be and are hereby approved and confirmed; and
- (d) the Directors or any of them be and are hereby authorised to take such steps, complete and do all such acts, matters and things as they may consider necessary or expedient for the purposes of or in connection with the DMR Supplemental Letter Agreement and the DMR Loan Agreement (including but not limited to amending, finalising, approving and executing all such documents as may be required in connection with the DMR Supplemental Letter Agreement and the DMR Loan Agreement) and exercise such discretion as the Directors or any of them may in their absolute discretion deem fit, advisable or necessary in connection with all or any of the above matters.

By Order of  
the Board of Directors of  
**Astaka Holdings Limited**

Khong Chung Lun  
Executive Director and Chief Executive Officer  
9 October 2020

**Notes:**

- 1. **Poll.** All the resolutions proposed at the EGM will be voted on by way of a poll.
- 2. **Alternative Arrangements.**

Due to the current COVID-19 situation in Singapore, the EGM will be conducted only by way of 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 and Shareholders will not be able to attend the EGM in person. The Circular dated 9 October 2020 together with this Notice of EGM and the Proxy Form are made available on SGXNet and the Company's corporate website and may be accessed at the following URLs:

- (a) <https://www2.sgx.com/securities/company-announcements>; or
- (b) <http://astaka.com.my/investor-relations/>.

In particular:

- (a) **“Live” audio-visual webcast and “live” audio-only feed**

Shareholders, including investors who hold shares through the Central Provident Fund (“CPF”) and/or Supplementary Retirement Scheme (“SRS”) (“CPF/SRS Investors”), will be able to participate in the EGM by observing and/or listening to the proceedings of the EGM through a live audio-visual webcast and live audio-only feed. In order to do so, Shareholders must pre-register via the URL <https://complete-corp.com.sg/astaka-agm-egm/> (“**Registration Website**”), no later than **11.00 a.m. on 25 October 2020** (the “**Pre-Registration Deadline**”) for the Company to authenticate his/her/its status as Shareholders.

Authenticated Shareholders will receive an email containing the instruction to access the live audio-visual webcast or live audio-only feed of the EGM proceedings, no later than 11.00 a.m. on 27 October 2020.

Investors holding shares through relevant intermediaries (as defined in Section 181 of the Companies Act, Chapter 50) (“**Investors**”) (other than CPF/SRS Investors) will not be able to pre-register for the live audio-visual webcast or live audio-only feed of the EGM. Such Investors who wish to participate in the live audio-visual webcast or live audio-only feed should approach their relevant intermediaries as soon as possible in order to make the necessary arrangements. The relevant intermediaries are required to submit a consolidated list of participants (setting out in respect of each participant, his/her name, email address and NRIC/Passport number), via email to the Company at [astaka-agm-egm@complete-corp.com.sg](mailto:astaka-agm-egm@complete-corp.com.sg) no later than 11.00 a.m. on 25 October 2020.

Shareholders and Investors who have pre-registered by the Pre-Registration Deadline but did not receive the aforementioned email by 11.00 a.m. on 27 October 2020 should contact the Company via email at [astaka-agm-egm@complete-corp.com.sg](mailto:astaka-agm-egm@complete-corp.com.sg).

Shareholders MUST NOT forward the unique link, webinar ID or password to other persons. Recording of the live audio-visual webcast or live audio-only feed in whatever form is also strictly prohibited.

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## NOTICE OF EXTRAORDINARY GENERAL MEETING

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(b) **Prior submission of questions**

Shareholders and Investors may submit questions related to the resolutions to be tabled for approval at the EGM. All questions must be submitted no later than **11.00 a.m. on 25 October 2020** (the “**Submission Deadline**”):

- (i) via the Registration Website at the URL <https://complete-corp.com.sg/astaka-agm-egm/>; or
- (ii) by email to [astaka-agm-egm@complete-corp.com.sg](mailto:astaka-agm-egm@complete-corp.com.sg); or
- (iii) by post, to be deposited at the Company’s registered office at 3 Temasek Avenue, #21-21 Centennial Tower, Singapore 039190.

Shareholders and/or Investors must identify themselves when posting questions through email or mail by providing the following details:

- (i) full name;
- (ii) contact telephone number;
- (iii) email address; and
- (iv) the manner in which you hold shares (if you hold shares directly, please provide your CDP account number; otherwise, please state if you hold your shares through CPF or SRS, or are a relevant intermediary shareholder).

In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult to submit questions by post, members are strongly encouraged to submit their questions via the pre-registration website or by email. The Company will endeavour to address to all substantial and relevant questions relating to the resolutions to be tabled for approval at the EGM, either prior to the EGM (via an announcement on SGXNet at the URL <https://www2.sgx.com/securities/company-announcements> and the Company’s website at the URL <http://astaka.com.my/investor-relations/>) or at the EGM.

**Please note that as shareholders will not be able to ask questions at the EGM, it is important for shareholders to submit their questions by the Submission Deadline.**

(c) **Voting by appointing Chairman of EGM as proxy only**

Shareholders **will not** be able to vote online at the EGM. Instead, **if Shareholders (whether individuals or corporates) wish to exercise their votes, they must submit a Proxy Form to appoint the Chairman of the EGM as his/her/its proxy to vote on his/her/its behalf at the EGM.**

Shareholders (whether individuals or corporates) appointing the Chairman of the EGM as proxy must give specific instructions as to his/her/its manner of voting, or abstentions from voting, in the Proxy Form, failing which the appointment will be treated as invalid.

The Proxy Form (together with the power of attorney, if any, under which it is signed or a certified copy thereof) must be submitted to the Company in the following manner:

- (i) if by post, be deposited at the registered office of the Company at 3 Temasek Avenue, #21-21 Centennial Tower, Singapore 039190; or
- (ii) if submitted by email, be received by the Company at [astaka-agm-egm@complete-corp.com.sg](mailto:astaka-agm-egm@complete-corp.com.sg).

in either case, by no later than **11.30 a.m. on 26 October 2020, being 48 hours before the time appointed for holding the EGM** (the “**Proxy Deadline**”), and in default the proxy form shall not be treated as valid.

**In view of the current COVID-19 situation and the related safe distancing measure which may make it difficult for members to submit completed proxy forms by post, members are strongly encouraged to submit completed proxy forms electronically via email.**

Other Investors (including CPF/SRS Investors) who wish to exercise their votes by appointing the Chairman of the EGM as proxy should approach their respective relevant intermediaries (including their respective CPF/SRS Approved Nominees) to submit their voting instructions by **11.00 a.m. on 16 October 2020, being at least seven (7) working days before the EGM**, in order to allow sufficient time for their respective relevant intermediaries to in turn submit a proxy form to appoint the Chairman of the EGM to vote on their behalf by the Proxy Deadline.

Submission by a member of a valid instrument appointing the Chairman of the EGM as proxy, **by the Proxy Deadline** will supersede any previous instrument appointing a proxy(ies) submitted by that member.

The Company shall be entitled to reject the instrument appointing the Chairman of the EGM as proxy if it is incomplete, improper completed, illegible or where the true intentions of the appointor are not ascertainable from the instructions of

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## NOTICE OF EXTRAORDINARY GENERAL MEETING

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the appointor specified in the instrument appointing the Chairman of the EGM as proxy (such as in the case where the appointor submits more than one instrument of proxy).

In the case of a member whose Shares are entered against his/her name in the Depository Register, the Company may reject any instrument appointing the Chairman of the EGM as proxy lodged if such member, being the appointor, is not shown to have Shares against his/her name in the Depository Register as at 72 hours before the time appointed for the EGM, as certified by The Central Depository (Pte) Limited to the Company.

3. **Personal Data Privacy.** By submitting an instrument appointing the Chairman of the EGM to attend, speak and vote at the EGM and/or any adjournment thereof, a member of the Company, or as the case may be, a Depositor (i) consents to the collection, use and disclosure of the member's, or as the case may be, the Depositor's personal data 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 the appointment of Chairman of the EGM as proxy for the EGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the EGM (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, and (ii) agrees that the member, or as the case may be, the Depositor will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the member's, or as the case may be, the Depositor's breach of warranty.