



PAN-UNITED CORPORATION LTD
(Incorporated in the Republic of Singapore)
(Company Registration No: 199106524G)

ANNOUNCEMENT RELATING TO ANNUAL GENERAL MEETING TO BE HELD ON 30 APRIL 2021

1. **Background.** Pan-United Corporation Ltd (“**Pan-United**” or the “**Company**”) refers to:
 - (a) the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on 7 April 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, tele-conferencing 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 was gazetted on 13 April 2020 and is deemed to have come into operation on 27 March 2020, and which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and
 - (c) the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) (Amendment No. 3) Order 2020 which came into operation on 29 September 2020 which extended the application of alternative arrangements in respect of, *inter alia*, general meetings of companies in the relevant order up to 30 June 2021.
2. **Date, time and conduct of Annual General Meeting (“AGM”).** Pan-United is pleased to announce that pursuant to the Order, its AGM will be convened and held by way of electronic means, on **Friday, 30 April 2021 at 2.30 p.m.** (Singapore time).

Our Board Chairman, Mr Tay Siew Choon, and our Chief Executive Officer, Ms May Ng Bee Bee, will conduct the proceedings of the AGM and address substantial and relevant questions which shareholders have submitted to the Company in advance.
3. **Notice of AGM and proxy form.** The Notice of AGM and proxy form will be sent to shareholders solely by electronic means via publication on our corporate website and will also be made available on the SGX website¹. There will not be printed copies of these documents sent to shareholders.
4. **No personal attendance at AGM.** Due to the current Covid-19 situation in Singapore, **shareholders will not be able to attend the AGM in person.**

5. **Alternative arrangements for participation at the AGM.** 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, pre-submission of questions and voting at the AGM are set out in the Appendix to this announcement.

6. **Persons who hold shares through relevant intermediaries.** Persons who hold Pan-United shares through relevant intermediaries (as defined in section 181 of the Companies Act, Chapter 50), including CPF 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 (which would include, in the case of CPF and SRS investors, their respective CPF Agent Banks and SRS Operators) through which they hold such shares as soon as possible in order for the necessary arrangements to be made for their participation in the AGM.

7. **Annual Report 2020 and Letter to Shareholders.** The Annual Report 2020 and the Letter to Shareholders dated 15 April 2021 (in relation to the proposed renewal of the share buyback mandate) have been published on our corporate website, and may be accessed as follows:

- (a) the Annual Report 2020 may be accessed at the URL <https://panunited.listedcompany.com/home.html> by clicking on the links for “Annual Report 2020”; and
- (b) the Letter to Shareholders dated 15 April 2021 may be accessed at the URL <https://panunited.listedcompany.com/home.html> by clicking on the link for “Letter to Shareholders”.

8. **Record and payment dates for final dividend.** The Share Transfer Books and Register of Members of the Company will be closed on 18 May 2021 at 5.00 p.m. for the preparation of dividend warrants. Duly completed transfers received by the Company’s Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, at 50 Raffles Place, #32-01 Singapore Land Tower, Singapore 048623 by 5.00 p.m. on 18 May 2021 will be registered before entitlements to the proposed final dividend are determined. Shareholders whose securities accounts with The Central Depository (Pte) Limited are credited with shares at 5.00 p.m. on 18 May 2021 will be entitled to the proposed final dividend. The final dividend, if approved at the forthcoming AGM, will be paid on 28 May 2021.

9. **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
15 April 2021 (Thursday)	Shareholders may begin to pre-register at https://globalmeeting.bigbangdesign.co/panunited/ for live audio-visual webcast/live audio-only stream of the AGM proceedings as well as submit questions in advance.
2.30 p.m. on 20 April 2021 (Tuesday)	Deadline for CPF or SRS investors who wish to appoint the Chairman of the Meeting as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
2.30 p.m. on 27 April 2021 (Tuesday)	Deadline for shareholders to: <ul style="list-style-type: none"> • pre-register for the live audio-visual webcast/live audio-only stream of the AGM proceedings; • submit questions in advance; and • submit proxy forms
2.30 p.m. on 29 April 2021 (Thursday)	Authenticated shareholders will receive an email which will contain instructions to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings (the “ Confirmation Email ”). Shareholders who do not receive the Confirmation Email by 2.30 p.m. on 29 April 2021, but have registered by the 27 April 2021 deadline should contact our Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at +65 6230 9580 / +65 6230 9586 or srs.teamd@boardroomlimited.com .
Date and time of AGM 2.30 p.m. on 30 April 2021 (Friday)	<ul style="list-style-type: none"> • Click on the link in the Confirmation Email and follow the instructions to access the live audio-visual webcast of the AGM proceedings; or • Call the toll-free telephone number in the Confirmation Email to access the live audio-only stream of the AGM proceedings.
5.00 p.m. on 18 May 2021 (Tuesday)	Record date for determining entitlement to final dividend, subject to shareholders’ approval at the AGM.
28 May 2021 (Friday)	Payment date for final dividend, subject to shareholders’ approval at the AGM.

10. **Important reminder. Due to the constantly evolving Covid-19 situation in Singapore, we may be required to change our arrangements for the AGM at short notice. Shareholders should check at the URL <https://panunited.listedcompany.com/home.html> for the latest updates on the status of the AGM.**

The Company would like to thank all shareholders for their patience and co-operation in enabling us to hold our AGM with the optimum safe distancing measures amidst the current COVID-19 pandemic.

By order of the Board

Kevin Cho
Company Secretary
15 April 2021

¹ The Notice of AGM and proxy form may be accessed on our corporate website at the URL <https://panunited.listedcompany.com/home.html>, and on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

APPENDIX

Steps for pre-registration, pre-submission of questions and voting at the AGM

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 vote by appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

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

No.	Steps	Details
1.	Pre-registration	<p>Shareholders must pre-register at the pre-registration website at https://globalmeeting.bigbangdesign.co/panunited/ from now till 2.30 p.m. on 27 April 2021 to enable the Company to verify their status as shareholders.</p> <p>Following the verification, authenticated shareholders will receive an email by 2.30 p.m. on 29 April 2021. The email will contain instructions to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings.</p> <p>Shareholders who do not receive an email by 2.30 p.m. on 29 April 2021, but have registered by the 27 April 2021 deadline should contact our Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at +65 6230 9580 / +65 6230 9586 or srs.teamd@boardroomlimited.com.</p>
2.	Submit questions in advance	<p>Shareholders will not be able to ask questions at the AGM live during the webcast or audio-stream, and therefore it is important for shareholders to pre-register and submit their questions in advance of the AGM.</p> <p>Submission of questions. Shareholders can submit questions related to the resolutions to be tabled for approval at the AGM to the Chairman of the Meeting, in advance of the AGM, in the following manner:</p> <p>(a) Via pre-registration website. Shareholders who pre-register to observe and/or listen to the AGM proceedings may submit their questions via the pre-registration website at https://globalmeeting.bigbangdesign.co/panunited/.</p> <p>(b) Via email. Shareholders may submit their questions via email to the Company's Share Registrar at srs.teamd@boardroomlimited.com.</p> <p>(c) By post. Shareholders may also submit their questions by post to the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 50 Raffles Place, #32-01 Singapore Land Tower, Singapore 048623. When sending in your questions by post, please also provide us with the following details:</p>

		<ul style="list-style-type: none"> • your full name; • your address; and • the manner in which you hold shares in Pan-United (e.g., via CDP, CPF or SRS). <p>Deadline to submit questions. All questions must be submitted by 2.30 p.m. on 27 April 2021.</p> <p>Addressing questions. We will endeavour to address substantial and relevant questions received from shareholders during the AGM through live audio-visual webcast and live audio-only stream. If we are unable to address all substantial and relevant questions at the AGM, we may choose to publish our responses to questions on our corporate website and on SGXNet prior to the AGM.</p> <p>Minutes of AGM. We will publish the minutes of the AGM on our corporate website and on SGXNET, and the minutes will include the responses to substantial and relevant questions from shareholders which are addressed during the AGM.</p>
3.	Submit proxy forms to vote	<p>Appointment of Chairman of the Meeting as proxy. Shareholders (whether individual or corporate) who pre-register to observe and/or listen to the AGM proceedings and 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>Specific voting instructions to be given. 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> <ul style="list-style-type: none"> (a) if submitted by post, be lodged at the office of the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, at 50 Raffles Place, #32-01 Singapore Land Tower, Singapore 048623; or (b) if submitted electronically, be submitted via email to the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, at srs.teamd@boardroomlimited.com, <p>in either case, by 2.30 p.m. on 27 April 2021.</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.</p> <p>In view of the current Covid-19 situation, shareholders are strongly encouraged to submit completed proxy forms electronically via email.</p> <p>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 by 2.30 p.m. on 20 April 2021.</p>
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