

**FABCHEM CHINA LIMITED**  
(Company Registration No.: 200413128G)

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**ANNUAL GENERAL MEETING TO BE HELD ON 28 SEPTEMBER 2020**

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**1. Background.**

The Board of directors (the “**Board**”) of Fabchem China Limited (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; and
- (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 which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and
- (c) the joint statement by the Accounting Corporate and Regulatory Authority, Singapore Exchange Regulations and the Monetary Authority of Singapore on 13 April 2020 providing additional guidance on conduct of general meetings during the period when elevated safe distancing measures are in place.

**2. Date, time and conduct of Annual General Meeting (“AGM”).**

The Company is pleased to announce that pursuant to the Order, its AGM will be convened and held by way of electronic means on **Monday, 28 September 2020 at 9.30 a.m.** (Singapore time).

Representative(s) from the Board will conduct the proceedings of the AGM.

**3. Annual report, notice of AGM and proxy form.**

In line with the relevant provisions under the Order, printed copies of the annual report, notice of AGM and proxy form will not be despatched to shareholders.

The annual report, notice of AGM and proxy form will be sent to shareholders solely by electronic means via publication on our Company’s website and will also be made available on the SGXNet<sup>1</sup>.

**4. No personal attendance at the AGM.**

Due to the current COVID-19 restriction orders in Singapore, **shareholders will not be allowed 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
- (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 shares of the Company 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 not less than **seven (7) working days** before the AGM in order for the necessary arrangements to be made for their participation in the AGM.

## 7. Key dates/deadlines.

In summary, the key dates/deadlines which shareholders should take note of are set out in the table below:

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<sup>1</sup> The annual report, notice of AGM and proxy form may be accessed on our Company's website at the URL <https://www.fabchemchina.com> and on the SGXNet at the URL <https://www.sgx.com/securities/company-announcements>.

Key dates	Actions
<b>11 September 2020</b>	Annual report 2020 with the notice of AGM and proxy form will be circulated to shareholders by electronic means.
<b>11 September 2020</b>	Shareholders may begin to pre-register at URL <a href="https://globalmeeting.bigbangdesign.co/fabchemchina/">https://globalmeeting.bigbangdesign.co/fabchemchina/</a> for live audio-visual webcast/live audio-only stream of the AGM proceedings.
<b>By 9.30 a.m. on 16 September 2020</b>	Deadline for CPF or SRS investors who wish to appoint the Chairman of the AGM as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
<b>By 9.30 a.m. on 23 September 2020</b>	Deadline for shareholders to: <ul style="list-style-type: none"> <li>• pre-register for live audio-visual webcast/live audio-only stream of the AGM proceedings; and</li> <li>• submit questions in advance.</li> </ul>
<b>By 9.30 a.m. on 26 September 2020</b>	Deadline for shareholders to: <ul style="list-style-type: none"> <li>• submit proxy form.</li> </ul>
<b>By 9.30 a.m. on 27 September 2020</b>	Authenticated shareholders will receive an email (the “ <b>Confirmation Email</b> ”): <ul style="list-style-type: none"> <li>• confirming that they will be able to log-in on the date of the AGM using their account details registered during the pre-registration process, to access the live audio-visual webcast; and</li> <li>• containing a toll-free telephone number to access the live audio-only stream of the AGM proceedings.</li> </ul>
<b>Date and time of AGM - 9.30 a.m. on 28 September 2020</b>	<ul style="list-style-type: none"> <li>• Log-in to URL <a href="https://globalmeeting.bigbangdesign.co/fabchemchina/">https://globalmeeting.bigbangdesign.co/fabchemchina/</a> and enter the username and password provided in the Confirmation Email to access the live audio-visual webcast of the AGM proceedings; or</li> <li>• Call the toll-free telephone number in the Confirmation Email to access the live audio-only stream of the AGM proceedings.</li> </ul>

**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 the SGXNet at the URL <https://www.sgx.com/securities/company-announcements> or our corporate website at the URL <https://www.fabchemchina.com> for the latest updates on the status of the AGM.

**8. Further Information.**

Shareholders who wish to remotely observe the AGM proceedings are reminded that the AGM is private. The invitation to attend the AGM via audio-visual webcast and audio-only stream is not to be forwarded to anyone who is not a shareholder of the Company or who is not authorised to attend the AGM.

**Recording of the AGM proceedings is strictly prohibited.**

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  
FABCHEM CHINA LIMITED

Bao Hongwei  
Managing Director  
11 September 2020

## 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 via their mobile phones, tablets or computers or through a live audio-only stream via telephone, 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.	<b>Pre-registration</b>	<p><b>Shareholders must pre-register at the pre-registration URL <a href="https://globalmeeting.bigbangdesign.co/fabchemchina/">https://globalmeeting.bigbangdesign.co/fabchemchina/</a> from 11 September 2020 till 9.30 a.m. on 23 September 2020 to enable the Company to verify their status as shareholders.</b></p> <p>Following the verification, authenticated shareholders will receive an email by <b>9.30 a.m. on 27 September 2020</b>. The email will confirm that the shareholder will be able to log-in to <a href="https://globalmeeting.bigbangdesign.co/fabchemchina/">https://globalmeeting.bigbangdesign.co/fabchemchina/</a> on the date of the AGM using the account details registered during the pre- registration process, to access the live audio-visual webcast, and contain a toll-free telephone number to access the live audio-only stream of the AGM proceedings.</p> <p>Shareholders who do not receive an confirmation email by <b>9.30 a.m. on 27 September 2020</b>, but have registered by the <b>23 September 2020</b> deadline should contact the Company via email at <a href="mailto:wlkwek@fabchemchina.com">wlkwek@fabchemchina.com</a></p>
2.	<b>Submit questions in advance</b>	<p><b>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.</b></p> <p>Shareholders can submit questions related to the resolutions to be tabled for approval at the AGM to the Chairman of the Meeting in advance in the following manner:</p> <ul style="list-style-type: none"><li>(a) via the pre-registration link at: <a href="https://globalmeeting.bigbangdesign.co/fabchemchina/">https://globalmeeting.bigbangdesign.co/fabchemchina/</a>;</li><li>(b) via email to: <a href="mailto:wlkwek@fabchemchina.com">wlkwek@fabchemchina.com</a>; or</li><li>(c) via post to the registered office at 8 Robinson Road #03-00 ASO Building, Singapore 048544.</li></ul>

		<p>When sending in your questions via email or post, please also provide us with the following details:</p> <ul style="list-style-type: none"> <li>• your full name as it appears on CDP/CPF/SRS records;</li> <li>• your NRIC/FIN/passport/UEN number;</li> <li>• your contact number and email address; and</li> <li>• the manner in which you hold shares in the Company (e.g. via CDP, CPF or SRS).</li> </ul> <p>Please note that the Company will not be able to answer questions from persons who provide insufficient details to enable the Company to verify his shareholder status.</p> <p><b>Deadline to submit questions.</b> All questions must be submitted by <b>9.30 a.m. on 23 September 2020</b>.</p> <p><b>Addressing questions.</b> We will endeavour to address and publish our responses to substantial and relevant questions on our Company website and on the SGXNet prior to the AGM. Where substantial and relevant questions are unable to be answered prior to the AGM, the Company will address them at the AGM.</p> <p><b>Minutes of AGM.</b> We will publish the minutes of the AGM on our Company website and on SGXNet within one month after the date of the AGM, and the minutes will include the responses to substantial and relevant questions from shareholders which are addressed during the AGM.</p>
3.	<b>Submit proxy forms to vote</b>	<p><b>Appointment of Chairman of the Meeting as proxy.</b> 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><b>Specific voting instructions to be given.</b> 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><b>Submission of proxy forms.</b> Proxy forms must be submitted in the following manner:</p> <ul style="list-style-type: none"><li>(a) if sent personally or by post, to the registered office of the Company at 8 Robinson Road #03-00 ASO Building, Singapore 048544; or</li><li>(b) if submitted by email, be received by the Company at <a href="mailto:wlkwek@fabchemchina.com">wlkwek@fabchemchina.com</a></li></ul> <p>in either case, by <b>9.30 a.m. on 26 September 2020</b> being not less than forty-eight (48) hours before the time for holding the AGM.</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><b>In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for shareholders to submit completed proxy forms by post, shareholders are strongly encouraged to submit completed proxy forms electronically via email.</b></p>
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