

# CHINA INTERNATIONAL HOLDINGS LIMITED

Company Registration No. 23356 (Incorporated in Bermuda)

6 April 2021

Dear Shareholder

# CHINA INTERNATIONAL HOLDINGS LIMITED (the Company) NOTIFICATION AND REQUEST FORM

In line with the Company's corporate social responsibility initiatives and environmental sustainability efforts and pursuant to the Company's Bye-Laws, we are implementing the use of electronic communications for purposes of serving notices to shareholders of the Company and encourages our shareholders to support our sustainability efforts and embrace e-communication.

In this regard, the Company's Annual Report for the financial year ended 31 December 2020 (*Annual Report*) and Circular to Shareholders (*the Circular*) will be available for download from the Company's website from the date of this letter.

The Annual Report and the Circular may be accessed on SGXNet at <u>https://www.sgx.com</u> and the Company's corporate website at <u>https://www.cihgrp.net/ir.html</u>.

We sincerely hope that you will join our sustainability efforts and embrace electronic communications. However, if you still wish to receive printed copies of the Annual Report and the Circular, please complete the Request Form below and return it to the Company's Share Transfer Agent, Boardroom Corporate & Advisory Services (Pte). Ltd. at 50 Raffles Place, #32-01, Singapore Land Tower, Singapore 048623, no later than 13 April 2021.

By completing, signing and returning the Request Form to us, you agree and acknowledge that we and/ our service provider may collect, use and disclose your personal data, as contained in your - submitted Request Form or which is otherwise collected from you (or your authorised representative(s)), for the purpose of processing and effecting your request.

Yours faithfully For and on behalf of CHINA INTERNATIONAL HOLDINGS LIMITED

Lee Wei Hsiung Company Secretary

# NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Annual General Meeting of CHINA INTERNATIONAL HOLDINGS LIMITED (the *Company*) will be held by way of electronic means on Friday, 23 April 2021 at 10.00 a.m. for the following purposes:

## AS ORDINARY BUSINESS

1. To receive and adopt the Directors' Statement and the Audited Financial Statements of the Company and the Group for the financial year ended 31 December 2020 together with the Auditors' Report thereon.

(Resolution 1)

- 2. To declare a final tax-exempt dividend of 3 Singapore cents per share for the year ended 31 December 2020. (2019: NIL) (Resolution 2)
- 3. To re-elect the following Directors retiring pursuant to the Company's Bye-Law at the forthcoming Annual General Meeting:

| 3.1                        | Mr Teo Woon Keng John      | [Retiring under Bye-Law 104] | (Resolution 3) |  |
|----------------------------|----------------------------|------------------------------|----------------|--|
| 3.2                        | Mr Zhang Rong Xiang        | [Retiring under Bye-Law 104] | (Resolution 4) |  |
| 3.3                        | Mr Chee Teck Kwong Patrick | [Retiring under Bye-Law 104] | (Resolution 5) |  |
| [See Explanatory Note (i)] |                            |                              |                |  |

- 4. That, subject to and contingent upon the passing of Resolution 5 by shareholders of the Company by appointing the Chairman of the Meeting as proxy to vote at the AGM and the passing of Resolution 7 by shareholders of the Company by appointing the Chairman of the Meeting as proxy to vote at the AGM, excluding the Directors and the Chief Executive Officer (*CEO*) of the Company, and their respective associates (as defined in the Listing Manual of the SGX-ST): (a) the continued appointment of Mr Chee Teck Kwong Patrick (*Mr Patrick Chee*) as an independent director, for purposes of Rule 210(5)(d)(iii) (A) of the Listing Manual of the SGX-ST (which will take effect from 1 January 2022) be and is hereby approved; and (b) the authority conferred by this Resolution shall continue in force until the earlier of the following: (i) the retirement or resignation of Mr Patrick Chee as a Director; or (ii) the conclusion of the third AGM of the Company following the passing of this Resolution. (Resolution 6) [See Explanatory Note (ii)]
- 5. That, subject to and contingent upon the passing of Resolution 5: (a) the continued appointment of Mr Patrick Chee, as an Independent Director, for purposes of Rule 210(5)(d)(iii)(B) of the Listing Manual of the SGX-ST (which will take effect from 1 January 2022) be and is hereby approved; and (b) the authority conferred by this Resolution shall continue in force until the earlier of the following: (i) the retirement or resignation of Mr Patrick Chee as a Director; or (ii) the conclusion of the third AGM of the Company following the passing of this Resolution, provided that this Resolution shall only be proposed and voted upon if Resolution 6 is passed by shareholders of the Company by appointing the Chairman of the Meeting as proxy to vote at the AGM. (Resolution 7) [See Explanatory Note (ii)]

Mr Chee Teck Kwong Patrick, upon re-election as a Director of the Company, remain as Chairman of the Remuneration Committee and Nominating Committee and a member of the Audit Committee and will be considered Independent for the purposes of Rule 704(8) of the Listing Manual of the SGX-ST.

- 6. To approve the payment of Directors' fees of RMB1,300,000 for the financial year ending 31 December 2021 (2020: RMB1,300,000). (Resolution 8)
- To re-appoint Messrs Nexia TS Public Accounting Corporation, as the auditors of the Company and authorise the Directors to fix their remuneration. (Resolution 9)
- 8. To transact any other ordinary business which may properly be transacted at an Annual General Meeting.

# AS SPECIAL BUSINESS

To consider and if thought fit, to pass the following resolutions as Ordinary Resolutions, with or without any modifications:

#### 9. Authority to issue shares

That pursuant to Rule 806 of the Listing Manual of the Singapore Exchange Securities Trading Limited (**SGX-ST**), the Directors of the Company be authorised and empowered to:

- (a) (i) issue shares in the Company (*shares*) whether by way of rights, bonus or otherwise; and/or
  - (ii) make or grant offers, agreements or options (collectively, *Instruments*) that might or would require shares to be issued, including but not limited to the creation and issue of (as well as adjustments to) options, warrants, debentures or other instruments convertible into shares, at any time and upon such terms and conditions and for such purposes and to such persons as the Directors of the Company may in their absolute discretion deem fit; and
- (b) (notwithstanding the authority conferred by this Resolution may have ceased to be in force) issue shares in pursuance of any Instrument made or granted by the Directors while this Resolution was in force,

#### provided that:

- (1) the aggregate number of shares (including shares to be issued in pursuance of Instruments, made or granted to this Resolution) to be issued pursuant to this Resolution shall not exceed 50% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company (as calculated in accordance with sub-paragraph (2) below), of which the aggregate number of shares to be issued other than on a pro rata basis to shareholders of the Company (including shares to be issued in pursuance of Instruments made or granted pursuant to this Resolution) shall not exceed 20% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company (as calculated in accordance with sub-paragraph (2) below);
- (2) (subject to such manner of calculation as may be prescribed by the SGX-ST for the purpose of determining the aggregate number of shares that may be issued under sub-paragraph (1) above, the total number of issued shares (excluding treasury shares and subsidiary holdings) shall be based on the number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company as at the time this Resolution is passed, after adjusting for:
  - (a) new shares arising from the conversion or exercise of any convertible securities;
  - (b) new shares arising from the exercising share options or vesting of share awards; and
  - (c) any subsequent bonus issue, consolidation or subdivision of shares;

Adjustments in accordance with 2(a) or 2(b) above are only to be made in respect of new shares arising from convertible securities, share options or share awards which were issued and outstanding or subsisting at the time of the passing of this Resolution.

(3) in exercising the authority conferred by this Resolution, the Company shall comply with the provisions of the Listing Manual of the SGX-ST for the time being in force (unless such compliance has been waived by the SGX- ST) and the Bye-Laws of the Company; and

(4) unless revoked or varied by the Company in a general meeting, the authority conferred by this Resolution shall continue in force (i) until the conclusion of the next Annual General Meeting of the Company or the date by which the next Annual General Meeting of the Company is required by law to be held, whichever is earlier. (Resolution 10)
[See Explanatory Note (iii)]

#### 10. Authority to issue shares under the CIHL Share Option Scheme

That the Directors of the Company be authorised and empowered to offer and grant options under the CIHL Share Option Scheme (*the 2020 Scheme*) and to issue from time to time such number of shares in the capital of the Company as may be required to be issued pursuant to the exercise of options granted by the Company under the 2020 Scheme, whether granted during the subsistence of this authority or otherwise, provided always that the aggregate number of additional ordinary shares to be issued pursuant to the 2020 Scheme and such other share-based incentive schemes shall not exceed 15% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company from time to time and that such authority shall, unless revoked or varied by the Company in a general meeting, continue in force until the conclusion of the next Annual General Meeting of the Company or the date by which the next Annual General Meeting of the Company is required by law to be held, whichever is earlier. (**Resolution 11**) *[See Explanatory Note (iv)]* 

#### 11. Authority to issue shares under the CIHL Performance Share Plan

That the Directors of the Company be authorised and empowered to offer and grant awards under the CIHL Performance Share Plan (*the Plan*) and to issue from time to time such number of shares in the capital of the Company as may be required to be issued pursuant to the vesting of awards under the Plan, whether granted during the subsistence of this authority or otherwise, provided always that the aggregate number of additional ordinary shares to be issued pursuant to the Plan and such other share-based incentive schemes (including the CIHL Share Option Scheme) shall not exceed 15% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company from time to time and that such authority shall, unless revoked or varied by the Company in a general meeting, continue in force until the conclusion of the next Annual General Meeting of the Company or the date by which the next Annual General Meeting of the Company is required by law to be held, whichever is earlier. **(Resolution 12)** [See Explanatory Note (v)]

### 12. Authority to issue shares under the CIHL Scrip Dividend Scheme

That pursuant to Rule 806 of the Listing Manual of the SGX-ST, the Directors of the Company be and are hereby authorised and empowered to issue such number of shares in the Company as may be required to be issued pursuant to the CIHL Scrip Dividend Scheme from time to time and that such authority shall, unless revoked or varied by the Company in a general meeting, continue in force until the conclusion of the next Annual General Meeting of the Company or the date by which the next Annual General Meeting of the Company is required by law to be held, whichever is earlier. **(Resolution 13)** *[See Explanatory Note (vi)]* 

By Order of the Board

Lee Wei Hsiung Company Secretary

Singapore, 6 April 2021

#### **Explanatory Notes:**

- (i) Details Detailed information on Mr Teo Woon Keng John, Mr Zhang Rong Xiang and Mr Chee Teck Kwong Patrick who are proposed to be re-elected as Directors of the Company can be found under sections "Board of Directors" and "Additional Information on Directors seeking re-election" in the Company's Annual Report for the financial year ended 31 December 2020.
- (ii) The proposed ordinary resolutions 6 and 7 are to seek approval from the shareholders via a Two-Tier Voting process for Mr Patrick Chee to continue in office as an Independent Non-Executive Director of the Company for a three-year term, with effect from the passing of these resolutions proposed at the forthcoming AGM, until the conclusion of the third annual general meeting of the Company following the passing of these resolutions. Otherwise, he will continue to serve as an Independent Director of the Company until the earlier of his retirement or resignation, or 31 December 2021.

The Board seeks to strike an appropriate balance between tenure of service, continuity of experience and refreshment of the Board. Such refreshment process of the Board will take some time and cannot happen overnight in order to maintain stability to the Board. Furthermore, the Company benefits from such director who has, over time, gained valuable insights into the Group, its market and the industry.

The Nominating Committee and the Board have determined that Mr Patrick Chee remains objective and independent minded in Board deliberations. His vast experience enables him to provide the Board and the various Board Committees on which he serves, with pertinent experience and competence to facilitate sound decision-making and that his length of service does not in any way interfere with his exercise of independent judgment nor hinder his ability to act in the best interests of the Company. Additionally, Mr Patrick Chee fulfils the definition of independent directors of the SGX-ST Listing Rules and the 2018 Code. More importantly, the Board trust that Mr Patrick Chee is able to continue to discharge his duties independently with integrity and competency.

(iii) The Ordinary Resolution 10 proposed in item 9 above, if passed, will empower the Directors of the Company from the date of this Annual General Meeting until the date of the next Annual General Meeting of the Company, or the date by which the next Annual General Meeting of the company is required by law to be held or such authority is varied or revoked by the Company in a general meeting, whichever is the earlier, to issue shares, make or grant Instruments convertible into shares and to issue shares pursuant to such instruments, up to a number not exceeding fifty per cent (50%) of the issued share capital of the Company (excluding treasury shares and subsidiary holdings), of which up to twenty per cent (20%) may be issued other than on a pro rata basis to existing shareholders of the Company.

For determining the aggregate number of shares that may be issued, the percentage of issued shares in the capital of the Company will be calculated based on the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company at the time this Resolution is passed after adjusting for new shares arising from the conversion or exercise of the Instruments or any convertible securities, the exercise of share options or the vesting of share awards outstanding or subsisting at the time when this Resolution is passed and any subsequent consolidation or subdivision of shares.

- (iv) The Ordinary Resolution 11 proposed in item 10 above, if passed, will empower the Directors of the Company, from date of this Annual General Meeting until the next Annual General Meeting of the Company, or the date by which the next Annual General Meeting of the Company is required by law to be held or such authority is varied or revoked by the Company in a general meeting, whichever is the earlier, to issue shares in the Company pursuant to the exercise of options granted or to be granted under the Scheme and such other share-based incentive scheme up to a number not exceeding in total (for the entire duration of the Scheme) 15% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company from time to time.
- (v) The Ordinary Resolution 12 proposed in item 11 above, if passed, will empower the Directors of the Company, from date of this Annual General Meeting until the next Annual General Meeting of the Company, or the date by which the next Annual General Meeting of the Company is required by law to be held or such authority is varied or revoked by the Company in a general meeting, whichever is the earlier, to issue shares in the Company pursuant to the vesting of awards under the Plan and such other share-based incentive scheme (including CIH Share Option Scheme) up to a number not exceeding in total (for the entire duration of the Plan) 15% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company from time to time.
- (vi) The Ordinary Resolution 13 proposed in item 12 above, if passed, will empower the Directors of the Company, from the date of this Annual General meeting until the next Annual General Meeting of the Company, or the date by which the next Annual General Meeting of the Company is required by law to be held or when such authority is varied or revoked by the Company in a general meeting, whichever is the earlier, to issue shares in the Company from time to time pursuant to the CIHL Scrip Dividend Scheme. Please refer to the Company's announcement dated 3 April 2017 for details on the CIHL Scrip Dividend Scheme.

#### Notes:

- 1. A Shareholder being a Depositor whose name appears in the records of the Depository is entitled to appoint no more than two proxies to attend and vote in his/her stead. A proxy need not be a Member of the Company. A Depositor's name must appear on the Depository Register maintained by The Central Depository (Pte) Limited as at forty-eight (48) before the time appointed for Annual General Meeting ("AGM") in order for the Depositor to be entitled to attend and vote at the AGM.
- If a Depository wishes to appoint a proxy/proxies to attend the AGM, then he/she must complete and deposit the duly completed Depository Proxy Form at the office of the Company's Singapore Transfer Agent, Boardroom Corporate & Advisory Services (Pte). Ltd. at 50 Raffles Place, #32-01, Singapore Land Tower, Singapore 048623 at least 48 hours before the time of the AGM.
- 3. If the Depositor is a corporation, the instrument appointing a proxy must be executed under seal or the hand of its duly authorised officer or attorney.

# NOTICE OF SPECIAL GENERAL MEETING

**NOTICE IS HEREBY GIVEN** that a Special General Meeting of China International Holdings Limited ("**Company**") will be held by way of electronic means on 23 April 2021 at 10:15 a.m. (or as soon thereafter following the conclusion or adjournment of the Annual General Meeting of the Company to be held at 10:00 a.m. on the same day and at the same place) for the purpose of considering and, if thought fit, passing, with or without modifications, the following ordinary resolutions:

## ORDINARY RESOLUTION: THE PROPOSED RENEWAL OF THE SHARE BUY-BACK MANDATE

That:

- (a) approval be and is hereby given for the exercise by the directors of the Company ("Directors") of all the powers of the Company to purchase or otherwise acquire the issued ordinary shares of a par value of S\$0.05 each in the share capital of the Company ("Shares") not exceeding in aggregate the Prescribed Limit (as hereinafter defined), and subject to the Minimum Free Float (as hereinafter defined) at such price or price(s) as may be determined by the Directors from time to time up to the Maximum Price (as hereinafter defined), whether by way of:
  - (i) on-market purchases, transacted on the ready market of the Singapore Exchange Securities Trading Limited ("SGX-ST"), or as the case may be, other stock exchange for the time being on which the Shares may be listed or quoted, through one or more duly licensed stockbrokers appointed by the Company for the purpose ("On-Market Share Purchases"); and/or
  - (ii) off-market purchases (if effected otherwise than on the SGX-ST) in accordance with an equal access scheme(s) as may be determined or formulated by the Directors as they may consider fit and in the best interests of the Company, which scheme(s) shall satisfy all the conditions prescribed by section 76C of the Companies Act (Chapter 50) of Singapore and the Listing Manual of the SGX-ST ("Off-Market Share Purchases"),

and otherwise in accordance with all other applicable laws and regulations (including the provisions of the Companies Act 1981 of Bermuda, as amended, supplemented or modified from time to time ("**Bermuda Companies Act**")) and the provisions in the Listing Manual of the SGX-ST as may for the time being be applicable ("**Share Buy-Back Mandate**");

- (b) any Share that is purchased or otherwise acquired by the Company pursuant to the Share Buy-Back Mandate shall, at the absolute discretion of the Directors, either be cancelled or held in treasury and dealt with in accordance with the Bermuda Companies Act;
- (c) the authority conferred on the Directors pursuant to the Share Buy-Back Mandate may be exercised by the Directors at any time and from time to time during the period commencing from the passing of this Ordinary Resolution and expiring on the earliest of:
  - (i) the conclusion of the next annual general meeting ("**AGM**") of the Company;
  - (ii) the date by which the next AGM of the Company is required to be held;
  - (iii) the date on which the purchases of Shares by the Company are carried out to the full extent mandated; or
  - (iv) the date on which the authority contained in the Share Buy-Back Mandate is varied or revoked by ordinary resolution of the Company in a general meeting.

#### (c) in this Ordinary Resolution:

"**Prescribed Limit**" means the number of Shares representing ten per cent (10%) of the total issued ordinary share capital of the Company (excluding Treasury Shares and Subsidiary Holdings, if any) as at the date of the passing of this Ordinary Resolution unless the Company has effected a reduction of the share capital of the Company in accordance with the applicable provisions of the Bermuda Companies Act, at any time during the Relevant Period (as hereinafter defined), in which event the issued ordinary share capital of the Company shall be taken to be the amount of the issued ordinary share capital of the Company as altered (excluding any Treasury Shares that may be held by the Company from time to time);

"**Relevant Period**" means the period commencing from the date on which this Ordinary Resolution is passed and expiring on the earliest of (i) the date the next annual general meeting of the Company is held or is required to be held, or (ii) the date on which the purchases of the Shares are carried out to the full extent mandated, under the Share Buy-Back Mandate, or (iii) the date on which the Share Buy-Back Mandate is varied or superseded by resolution of the shareholders of the Company in general meeting;

"Minimum Free Float" means at least ten per cent (10%) of the total number of issued Shares of the Company (excluding Treasury Shares, preference shares and convertible equity securities) in a class that is listed is at all times held by the public;

"Maximum Price" in relation to a Share to be purchased, means an amount (excluding brokerage, commissions, stamp duties, applicable goods and services tax and other related expenses) not exceeding:

- (i) in the case of an On-Market Share Purchase, 105% of the Average Closing Price;
- (ii) in the case of an Off-Market Share Purchase, 120% of the Highest Last Dealt Price,

where:

"Average Closing Price" means the average of the closing market prices of the Shares over the last five (5) market days, being a day on which the SGX-ST is open for securities trading ("Market Day"), on which transactions in the Shares were recorded, immediately preceding the date of making the On-Market Share Purchase, and deemed to be adjusted for any corporate action that occurs during the relevant five (5) Market Day period and the date of the On-Market Purchase;

"Highest Last Dealt Price" means the highest price transacted for a Share as recorded on the SGX-ST on the Market Day on which there were trades in the Shares immediately preceding the day of the making of the offer pursuant to the Off-Market Share Purchase; and

For the purpose of the definition of **Highest Last Dealt Price** above, "**day of the making of the offer**" means the day on which the Company announces its intention to make an offer for the Off- Market Share Purchase, stating the purchase price (which shall not be more than the Maximum Price calculated on the foregoing basis) for each Share and the relevant terms of the equal access scheme for effecting the Off-Market Purchase.

(d) the Directors and any one of them be and is hereby authorised to complete and do all such acts and things (including executing such documents as may be required) as they/he/she may consider expedient, necessary, desirable, incidental or in the interests of the Company to give effect to the transactions contemplated and/or authorised by this Ordinary Resolution.

Yours faithfully For and on behalf of the Board of Directors of **China International Holdings Limited** 

Lee Wei Hsiung Company Secretary 6 April 2021

#### Notes:

Pursuant to the Order and the Joint Guidance, the Company may continue to (and is also encouraged to) conduct its meetings via electronic means, even where the Company is permitted under safe distancing regulations to hold a physical meeting. Due to the current COVID-19 situation in Singapore and to minimise physical interactions and COVID-19 transmission risks, the SGM will be conducted only by electronic means and Shareholders will NOT be allowed to physically attend the SGM. In compliance with the Order and the Joint Guidance, a Shareholder who wishes to vote at the SGM can only do so by appointing the Chairman of the SGM to act as his/her proxy to vote on his/her behalf in respect of all the Shares held by him/her. In the Proxy Form, a Shareholder should specifically direct the proxy on how he/she is to vote for or vote against (or abstain from voting on) the resolutions to be tabled at the SGM. If no specific direction as to voting is given, the Chairman of the SGM will vote or abstain from voting at his/her discretion. All valid votes cast via proxy on each resolution will be counted.

Investors holding Shares through relevant intermediaries (as defined under Section 181 of the Act), should not use the Proxy Form and should contact their relevant intermediaries as soon as possible to specify voting instructions.

The instrument appointing a proxy must be deposited by post to the office of the Share Transfer Agent of the Company at 50 Raffles Place, #32-01 Singapore Land Tower, Singapore 048623, not less than forty-eight (48) hours before the time of the SGM.

#### PERSONAL DATA PRIVACY

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the SGM and/or any adjournment thereof, a member of the Company (i) consents to the collection, use and disclosure of the member'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 proxies and representatives appointed for the SGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the SGM (including any adjournment thereof), and in order for the Company (or its agents or service providers) to comply with any applicable laws, listing rules, regulations and/or guidelines (collectively, the "**Purposes**"), (ii) warrants that where the member discloses the personal data of the member's proxy(ies) and/or representative(s) to the Company (or its agents or service providers), the member has obtained the prior consent of such proxy(ies) and/or representative(s) for the collection, use and disclosure by the Company (or its agents or service providers) of the Purposes, and (iii) agrees that the member will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the member's breach of warranty.

# PLEASE READ THE FOLLOWING NOTES AND THE EXPLANATIONS OF THE RESOLUTIONS BEFORE DECIDING HOW TO VOTE.

#### **Appointment of Proxy and Voting**

#### (A) ATTENDANCE IN PERSON

In compliance with the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020, and as amended by COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) (Amendments No. 2 & 3) Order 2020 (the **Order**), the AGM will be conducted by electronic means and Shareholders will not be able to attend the Annual General Meeting (**AGM**) and Special General Meeting (**SGM**) physically.

All Shareholders or their corporate representatives (in the case of Shareholders which are legal entities) will be able to participate in the AGM and SGM proceedings by watching a "live" webcast (the *Live AGM and SGM Webcast*) or listen to a "live" audio feed (the *Live AGM and SGM Audio Feed*).

Shareholders who wish to participate in the AGM and SGM proceedings through the Live AGM and SGM Webcast via their mobile phones, tablets or computers must pre-register at <u>https://septusasia.com/cihfy2020agm</u> by 10.15 a.m. on 21 April 2021 (the **Registration Deadline**) to enable the Company to verify their status.

Following the verification, authenticated Shareholders will receive an email by 10.15 a.m. on 22 April 2021, which includes their login credentials as well as instructions on how to access the live audio-visual webcast or live audio-only stream of the AGM and SGM proceedings.

Shareholders who register by the Registration Deadline but do not receive an email response by 10.15 a.m. on 22 April 2021 may contact via email at <u>webcast@septusasia.com</u>, with the full name of the shareholder and his/her identification number.

### (B) SUBMISSION OF QUESTIONS

Shareholders will Not be able to ask questions during AGM and SGM via Live AGM & SGM Webcast or Live Audio Feed, and therefore it is important for Shareholders to submit their questions in advance of the AGM and SGM.

Shareholders may submit questions relating to the items on the agenda of the AGM and SGM by:

- (1) email to <u>cih@cihgrp.com</u>. When submitting the questions, please provide the Company with the following details, for verification purpose:
  - (i) Full name;
  - (ii) Current address;
  - (iii) Number of shares held; and
  - (iv) The manner in which you hold shares in the Company (e.g. via CDP or SRS); OR
- (2) digital submission at https://septusasia.com/cihfy2020agm.

Shareholders are encouraged to submit their question as early as this will allow adequate time for Board and the Company to address and answer any substantial and relevant questions. Questions related to the resolutions are to be submitted by 10.15 a.m. on 19 April 2021.

The Company will, within one month after the date of AGM and SGM, publish the minutes of the AGM and SGM on SGXNet and Company's website.

#### (C) VOTING SOLELY VIA APPOINTING CHAIRMAN OF THE MEETING AS PROXY

Shareholders who wish to vote at the AGM & SGM must submit a proxy form to appoint the Chairman of the Meeting to cast votes on their behalf.

The completed Proxy Form must mail to the Company's Share Transfer Agent, Boardroom Corporate & Advisory Services Pte Ltd at 50 Raffles Place, #32-01, Singapore Land Tower, Singapore 048623 by no later than 21 April 2021 at 10.15 a.m., being 48 hours before the time fixed for the AGM & SGM.

An investor who holds shares under the Supplementary Retirement Scheme (SRS Investor) (as may be applicable) and wishes to appoint the Chairman of the Meeting as their proxy should approach their respective SRS Approved Nominees (SRS Operators) to submit their votes at least seven (7) working days before the AGM (i.e. by 10.15 a.m. on 13 April 2021).

#### (D) ACCESS TO DOCUMENTS OR INFORMATION RELATING TO THE AGM AND SGM

In the Request Form despatched to Shareholders on 1 April 2021, the printed copy of Annual Report for FY2020 and the Circular would only be available to Shareholders upon submission of a duly completed request form to the Company no later than 13 April 2021.

In this regard, the Annual Report for FY2020 and the Circular have been made available for download from SGXNet at <u>https://www.sgx.com</u> and the Company's corporate website at <u>https://www.cihgrp.net/ir.html</u>.

## (E) OTHERS

In the meantime, Shareholders are encouraged to check regularly the SGXNet at <u>https://www.sgx.com</u> and the Company's corporate website at <u>https://www.cihgrp.net/ir.html</u> for the latest updates with respect to the Company's AGM and SGM.

Should Shareholders have any questions that has not been addressed above, you are advised to forward your questions to <u>cih@cihgrp.com</u>. The Company will endeavor to provide the answers in as timely a manner as possible but the Company seek your understanding if there are any delays.

## **REQUEST FORM**

To:China International Holdings LimitedAddress:c/o Share Transfer Agent<br/>Boardroom Corporate & Advisory Services (Pte). Ltd.<br/>50 Raffles Place, #32-01,<br/>Singapore Land Tower,<br/>Singapore 048623

Please send me a copy of the printed Annual Report for the financial year ended 31 December 2020 and the Circular to Shareholders dated 6 April 2021.

| Name of Shareholder:                |       |  |  |  |
|-------------------------------------|-------|--|--|--|
| NRIC/Passport/Co. Registration No.: |       |  |  |  |
| Mailing Address:                    |       |  |  |  |
| Signature:                          | Date: |  |  |  |

Note: This request is valid for the Annual Report for the financial year ended 31 December 2020 and the Circular to Shareholders dated 6 April 2021.

1<sup>st</sup> fold here

Affix Postage Stamp

# CHINA INTERNATIONAL HOLDINGS LIMITED

Boardroom Corporate & Advisory Services Pte Ltd 50 Raffles Place, #32-01, Singapore Land Tower, Singapore 048623