
NOTICE OF EXTRAORDINARY GENERAL MEETING



(Incorporated in the Republic of Singapore)
(Company Registration No. 198600740M)

NOTICE IS HEREBY GIVEN that an Extraordinary General Meeting (“**EGM**”) of **Advanced Systems Automation Limited** (the “**Company**”) will be held by way of electronic means on 21 December 2020 at 3.00 p.m. for the purpose of considering and, if thought fit, passing the following resolution:

*All capitalised terms in the resolution below and defined in the Circular dated 4 December 2020 to the shareholders of the Company (the “**Circular**”) shall, unless otherwise defined herein, have the respective meanings ascribed thereto in the Circular.*

ORDINARY RESOLUTION 1

THE PROPOSED MICROFITS DISPOSAL

THAT:

- (a) approval be and is hereby given to for the Company to dispose of the entire issued and paid-up share capital of Microfits Pte. Ltd., a wholly-owned subsidiary of the Company, to M and R Manufacturing Sdn Bhd at the purchase consideration of S\$100,000 and on such terms and conditions of the sale and purchase agreement dated 31 October 2020 entered into between the Company and M and R Manufacturing Sdn Bhd; and
- (b) any Director of the Company be and is hereby authorised to complete and do all such acts and things (including executing all such documents and ancillary agreements and to make all such amendments thereto as may be required in connection with the Proposed Microfits Disposal) as he may in his absolute discretion consider necessary, desirable or expedient in the interests of the Company to give full effect to the Proposed Microfits Disposal and/or this ordinary resolution.

ORDINARY RESOLUTION 2

THE PROPOSED RATIFICATION OF THE MULTIPLATE DISPOSAL

THAT:

- (a) the disposal by the Company of its 90% equity interest in ASA Multiplate (M) Sdn Bhd. to M and R Integrated Solution Sdn Bhd for a consideration of S\$90,000 on such terms and conditions of the sale and purchase agreement dated 11 August 2020 entered into between the Company and M and R Integrated Solution Sdn Bhd be and is hereby approved, confirmed and ratified;
- (b) any Director of the Company be and is hereby authorised to complete and do all such acts and things (including executing all such documents and ancillary agreements and to make all such amendments thereto as may be required in connection with the Multiplate Disposal) as he may in his absolute discretion consider necessary, desirable or expedient in the interests of the Company to give full effect to the Multiplate Disposal and/or this ordinary resolution; and

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- (c) any acts, matters and things done or performed, and/or documents signed, executed, sealed and/or delivered by the Directors or any of them in connection with the foregoing be and are hereby approved, confirmed and ratified.

BY ORDER OF THE BOARD
Advanced Systems Automation Limited

Dato' Sri Mohd. Sopiyan B. Mohd. Rashdi
Chairman

4 December 2020

Measures to Minimize Risk of Community Spread of 2019 Novel Coronavirus ("COVID-19")

On 3 April 2020, the Singapore Government announced the implementation of circuit breaker measures (enhanced safe distancing measures and closure of non-essential workplace premises) to curb the further spread of COVID-19.

The COVID-19 (Temporary Measures) Act 2020 was passed by Parliament on 7 April 2020 and the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 was issued by the Minister for Law on 13 April 2020 which provide, among others, legal certainty to enable issuers to make alternative arrangements to hold general meetings where personal attendance is required under written law or legal instruments (such as a company's constitution). A joint statement was also issued on 13 April 2020 by the Accounting and Corporate Regulatory Authority, the Monetary Authority of Singapore and the Singapore Exchange Regulation providing guidance for listed and non-listed entities on the manner in which general meetings are to be conducted during the period when elevated safe distancing measures are in place. A further joint statement was issued on 1 October 2020 by the Accounting and Corporate Regulatory Authority, the Monetary Authority of Singapore and the Singapore Exchange Regulation providing guidance for listed and non-listed entities on the manner in which general meetings are to be conducted and encouraging such general meetings to be conducted via electronic means.

In light of the above developments, the Company is arranging for a live audio-visual webcast (the "**Live EGM Webcast**") and a live audio only broadcast ("**Live EGM Audio Feed**") of the Extraordinary General Meeting proceedings which will take place on 21 December 2020 at 3.00 p.m. ("**EGM**"). **Shareholders will be able to attend the EGM proceedings through the Live EGM Webcast and Live EGM Audio Feed, and the Company will not accept any physical attendance by shareholders. Any shareholder seeking to attend the EGM physically in person will be turned away.**

Shareholders will be able to participate in the EGM in following manner set out in the paragraphs below.

Live Webcast:

1. Shareholders may attend the EGM proceedings through the Live EGM Webcast and Live EGM Audio Feed. To do so, shareholders will need to register at <https://agm.conveneagm.com/asa> (the "**Registration Link**") by **3.00 p.m. on 18 December 2020** (the "**Registration Deadline**") to enable the Company to verify their status.
2. Following verification, authenticated shareholders will receive an email by 19 December 2020 which will allow them to access the Live EGM Webcast and the Live EGM Audio Feed, using the account created during the registration, via the live audio-visual webcast and via the live audio only broadcast of the EGM proceedings on 21 December 2020.
3. Shareholders must not forward the abovementioned details and/or links to other persons who are not Shareholders of the Company and who are not to attend the EGM. This is also to avoid any technical disruptions or overload to the live audio-visual webcast and the live audio only broadcast of the EGM proceedings.
4. Shareholders who register by the Registration Deadline but do not receive an email response by **3.00 p.m. on 19 December 2020** may contact the Company by email to EGM2020@asa.com.sg with the full name of the shareholder and his/her identification number.

Submission of Proxy Forms to Vote:

1. **Shareholders will not be able to vote online or through the Live EGM Webcast or the Live EGM Audio Feed on the resolutions to be tabled for approval at the EGM. Shareholders who wish to vote at the EGM may submit a proxy form to appoint the Chairman of the EGM to cast votes on their behalf.**

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2. Shareholders (whether individual or corporate) appointing the Chairman of the EGM as proxy must give specific instructions as to his manner of voting, or abstentions from voting, in the proxy form, failing which the appointment will be treated as invalid.
3. The Chairman of the EGM, as proxy, need not be a shareholder of the Company.
4. The instrument appointing a proxy or proxies, duly completed and signed, must be deposited/submitted:
 - (a) by mail to **ADVANCED SYSTEMS AUTOMATION LIMITED, 25 Kallang Avenue #06-01, Kallang Basin Industrial Estate, Singapore 339416**; or
 - (b) by email to EGM2020@asa.com.sg.

by no later than 3.00 p.m. on 18 December 2020, being 72 hours before the time fixed for the EGM.

In view of the current COVID-19 situation and the related safe distancing measures 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.
5. CPF or SRS investors who wish to vote should approach their respective CPF Agent Banks or SRS Operators to submit their votes **at least seven (7) working days before the EGM (i.e. by 3.00 p.m. on 10 December 2020)** 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 cut-off date.

Submission of Questions:

1. **Please note that shareholders will not be able to ask questions at the EGM during the Live EGM Webcast or the Live EGM Audio Feed, and therefore it is important for shareholders to pre-register their participation in order to be able to submit their questions in advance of the EGM.**
2. Shareholders may submit questions relating to the items on the agenda of the EGM by:
 - (a) digital submission at <https://agm.conveneagm.com/asa>; or
 - (b) email to EGM2020@asa.com.sg. When submitting the questions, please provide the Company with the following details, for verification purpose:
 - (i) Full name (Company name for corporates);
 - (ii) Current address;
 - (iii) Number of shares held; and
 - (iv) The manner in which you hold shares in the Company (e.g. via CDP, CPF or SRS);
 - (c) mailed to the Company at:

ADVANCED SYSTEMS AUTOMATION LIMITED
25 Kallang Avenue #06-01,
Kallang Basin Industrial Estate,
Singapore 339416
3. The Company will endeavour to address the substantial and relevant questions at or before the EGM. The responses to such questions from shareholders will be posted on the SGXNet and the Company's website before the Proxy Form submission Deadline, or if answered during the EGM, to be included in the minutes of the EGM, which will be uploaded within one month after the date of the EGM.
4. All questions must be submitted by 13 December 2020.

Miscellaneous:

1. The Circular and its accompanying Proxy Form has also been made available on SGXNet.
2. Please note that all documents relating to the business of the EGM will be published on SGXNET and will be published together with the Notice of EGM.

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Personal data privacy:

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the Extraordinary General Meeting 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) for the purpose of the processing and administration by the Company (or its agents) of proxies and representatives appointed for the Extraordinary General Meeting (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the Extraordinary General Meeting (including any adjournment thereof), and in order for the Company (or its agents) 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), 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) of the personal data of such proxy(ies) and/or representative(s) for 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.

*This notice has been reviewed by the Company's sponsor, SAC Capital Private Limited (the "**Sponsor**").*

*This notice has not been examined or approved by the Singapore Exchange Securities Trading Limited ("**SGX-ST**") and the SGX-ST assumes no responsibility for the contents of this notice, including the correctness of any of the statements or opinions made, or reports contained in this notice.*

The contact person for the Sponsor is Ms Tay Sim Yee (Tel: (65) 6232 3210) at 1 Robinson Road, #21-00 AIA Tower, Singapore 048542.