
NOTICE OF EXTRAORDINARY GENERAL MEETING

ADVANCED SYSTEMS AUTOMATION LIMITED

(Incorporated in the Republic of Singapore)
(Company Registration Number: 198600740M)

NOTICE OF EXTRAORDINARY GENERAL MEETING

NOTICE IS HEREBY GIVEN that an Extraordinary General Meeting (“**EGM**”) of Advanced Systems Automation Limited (the “**Company**”) will be held on **12 December 2022 at 10.00 a.m.** by way of electronic means, for the purpose of considering and, if thought fit, passing (with or without any modifications) the resolution as set out below.

*Unless otherwise defined, all capitalised terms used herein shall bear the same meanings as ascribed to them in the circular to shareholders of the Company dated 27 November 2022 (the “**Circular**”).*

ORDINARY RESOLUTION: THE PROPOSED CHANGE OF AUDITORS

Resolved that, approval be and is hereby given for:

- (a) Mazars LLP (“**Mazars**”), having consented to act, be and are hereby appointed as auditor of the Company in place of Ernst & Young LLP (“**EY**”), with effect from the date of approval of Shareholders of this resolution and to hold office until the conclusion of the next Annual General Meeting of the Company, at a remuneration and on such terms to be agreed between the Directors of the Company and Mazars; and
- (b) the Directors of the Company and each of them be and are hereby authorised to complete and to do all such things and acts (including, without limitation, executing all such documents as may be required) as they or he may consider necessary or appropriate to give effect to this resolution, with such modifications thereto (if any) as they or he may think fit in the interests of the Company.

BY ORDER OF THE BOARD

Theng Searn Por
Company Secretary
27 November 2022

Notes to the Resolution:

In accordance with Rule 712(3) of the Catalist Rules:

- (a) EY has confirmed to Mazars that they are not aware of any professional reasons why Mazars should not accept the appointment as Auditors of the Company;
- (b) the Company has confirmed that there were no disagreements with EY on accounting treatments within the last twelve (12) months up to the date of the Circular;
- (c) the Company has confirmed that it is not aware of any circumstances connected with the Proposed Change of Auditors that should be brought to the attention of the Shareholders of the Company which has not been disclosed in the Circular;
- (d) the specific reasons for the Proposed Change of Auditors are as disclosed in Paragraph 2.1 of the Circular. The Proposed Change of Auditors is neither due to the dismissal of EY nor EY declining to continue to serve as Auditors of the Company; and
- (e) the Company has confirmed that it complies with Rules 712 and 715 of the Catalist Rules in relation to the appointment of Mazars as the Auditors.

The Company is arranging for a live webcast of the Extraordinary General Meeting proceedings (the “**Live EGM Webcast**”) which will take place on **12 December 2022 at 10.00 a.m.** (“**EGM**”). Shareholders will be able to watch the EGM proceedings through the Live EGM Webcast, 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. Members will be able to attend the proceedings of the EGM through a “live” webcast via their mobile phones, tablets or computers or through a “live” audio feed via telephone. In order to do so, members who wish to attend the “live” webcast or “live” audio feed must pre-register by **10:00 a.m. on 9 December 2022** (the “**Registration Deadline**”) at <https://conveneagm.com/sq/asaegm2022> to enable the Company to verify their status.
2. Following verification, authenticated shareholders will receive an email by **5.00 p.m. on 10 December 2022** which will allow them to access the Live EGM Webcast of the EGM proceedings, using the account created during the registration, via the live audio-visual webcast. Shareholders can also submit their comments, queries and/or questions to the Chairman of the Meeting in advance of and/or ask textual questions “live” and voting “live” at the EGM on 12 December 2022. The Chairman of the Meeting may address Shareholder’s comments, queries and/or questions before or “live” at the EGM.
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 **5.00 p.m. on 10 December 2022** may contact the Company by email to EGM2022@asa.com.sg with the full name of the shareholder and his/her identification number.

Submission of Proxy Form to Vote:

1. A member will not be able to attend the EGM in person. Members who wish to exercise their voting rights at the EGM may:
 - a. (where such members are individuals) vote “live” via electronic means at the EGM;
 - b. (where such members are individuals or corporates) appoint a proxy(ies) (other than the Chairman of the EGM) to vote “live” via electronic means at the EGM on their behalf; or
 - c. (where such members are individuals or corporates) appoint the Chairman of the EGM as their proxy to vote on their behalf at the EGM.
2. Shareholders (whether individual or corporate) appointing 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. A Proxy need not be a member of the Company.
4. Members who wish to appoint proxies (other than the Chairman of the EGM) to attend the EGM and vote “live” at the EGM on their behalf must do both of the following:
 - a. complete and submit the Proxy Form in accordance with the instructions below; and
 - b. pre-register the proxy(ies) at the pre-registration website by the Registration Deadline at <https://conveneagm.com/sq/asaegm2022> by **10:00 a.m. on 9 December 2022**. As an alternative to “live” voting, members may also vote at the EGM by appointing the Chairman as proxy to vote on their behalf in respect of all the Shares held by them.
5. The instrument appointing a proxy or proxies, duly completed and signed, must be deposited/submitted:
 - a. by mail to **ADVANCED SYSTEMS AUTOMATION LIMITED, 33 Ubi Avenue 3 #08-69 Vertex, Singapore 408868**; or
 - b. by email to EGM2022@asa.com.sg; or
 - c. by EGM site - <https://conveneagm.com/sq/asaegm2022>

by no later than 10.00 a.m. on 9 December 2022, being 72 hours before the time fixed for the EGM.

A member who wishes to submit an instrument of proxy must first download, complete and sign the proxy form, before submitting it by post to the address provided above or scanning and sending it by email to the email address provided above.

Members are strongly encouraged to submit completed proxy forms electronically via email.

6. Central Provident Fund (“**CPF**”) or Supplementary Retirement Scheme (“**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 10.00 a.m. on 1 December 2022)** 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.

“Live” Voting at the EGM:

Members, who wish to vote live via electronic means at the EGM must first pre-register themselves at the pre-registration website at <https://conveneagm.com/sg/asaegm2022>.

“Live” voting will be conducted during the EGM. It is important for members and proxies to have their own web-browser enabled devices ready for voting during the EGM. Examples of web-browser enabled devices include mobile smartphones, laptops, tablets or desktop computers with internet capabilities.

Members, or where applicable, their appointed proxy(ies) must access the EGM proceedings via the “live” webcast in order to vote live at the EGM and will not be able to do so via the “live” audio feed of the EGM proceedings. Instructions will be provided at the start of the EGM on how to vote.

Submission of Questions:

1. Shareholders may submit questions relating to the items on the agenda of the EGM may be submitted in advance in the following manner:
 - a. digital submission at <https://conveneagm.com/sg/asaegm2022>;
 - b. email to EGM2022@asa.com.sg; or
 - c. mailed to the Company at: **ADVANCED SYSTEMS AUTOMATION LIMITED
33 Ubi Avenue 3 #08-69
Vertex,
Singapore 408868**

When submitting the questions, please provide the Company with the following details, for verification purpose;

- i. Full name (Company name for corporate);
 - 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).
2. Shareholders who wish to attend the EGM have the option of asking questions and voting in real-time. The EGM will start once the quorum is ascertained.
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 by **10.00 a.m. on 6 December 2022**. The minutes of the EGM will be uploaded within one month after the date of the EGM.
4. All Pre-EGM questions must be submitted by **10.00 a.m. on 4 December 2022**.

Miscellaneous

Please note that all documents relating to the business of the EGM including the accompanying proxy form will be published on SGXNet together with the Notice of EGM.

Personal data privacy

By (a) submitting a form appointing the Chairman of the EGM as proxy to attend, speak and vote at the EGM and/or any adjournment thereof, or (b) submitting details for the registration to observe the proceedings of the EGM via the Live EGM Webcast or the Live EGM Audio Feed, or (c) submitting any question prior to the EGM in accordance with this notice, a member of the Company consents to the collection, use and disclosure of the member's personal data by the Company (or its agents or service providers) for the following purposes:

1. processing and administration by the Company (or its agents or service providers) of the appointment of the Chairman of the EGM as proxy for the EGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, proxy lists, minutes and other documents relating to the EGM (including any adjournment thereof);
2. processing of the registration for purpose of granting access to members (or their corporate representatives in the case of members which are legal entities) to observe the proceedings of the EGM and providing them with any technical assistance where necessary;
3. addressing relevant and substantial questions from members received before the EGM and if necessary, following up with the relevant members in relation to such questions; and
4. enabling the Company (or its agents or service providers) to comply with any applicable laws, listing rules, take-over rules, regulations and/or guidelines by the relevant authorities.

The member's personal data and its proxy's and/or representative's personal data may be disclosed or transferred by the Company to its subsidiaries, its share registrar and/or other agents or bodies for any of the abovementioned purposes, and retained for such period as may be necessary for the Company's verification and record purposes.

This notice has been reviewed by the Company's sponsor, SAC Capital Private Limited (the "Sponsor"). It 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 Mr Ong Hwee Li (Tel: (65) 6232 3210) at 1 Robinson Road, #21-00 AIA Tower, Singapore 048542.