

CH OFFSHORE LTD.
(Unique Entity No. 197600666D)
(Incorporated in the Republic of Singapore)

ANNUAL GENERAL MEETING TO BE HELD ON 21 APRIL 2023

1. Background

CH OFFSHORE LTD. (the “**Company**”) refers to:

(a) the COVID-19 (Temporary Measures) Act 2020 which enables the Minister for Law by order to prescribe alternative arrangements for listed companies in Singapore to convene, hold or conduct general meetings;

(b) the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and

(c) the joint statements by the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation, read together with the FAQs on “The Holding of General Meetings” dated 23 May 2022 issued by Singapore Exchange Regulation, which provides guidance on the conduct of general meetings amid the evolving COVID-19 situation.

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

The AGM will be convened, in a wholly physical format, at Nautica Room, Level 2, Republic of Singapore Yacht Club, 52 West Coast Ferry Road, Singapore 126887 on Friday, 21 April 2023 at 10.00 a.m.

There will be no option for shareholders to participate virtually.

The Company may implement COVID-19 safe management measures at the AGM as may be required or recommended under any regulations, directives, measures or guidelines that may be issued from time to time by any government or regulatory agency in light of the COVID-19 situation in Singapore.

Shareholders should check the Company’s website at the URL <https://www.choffshore.com.sg/announcements/2023-2> or the SGX website at the URL <https://www.sgx.com/securities/company-announcements> for the latest updates.

3. Annual Report 2022 and Appendix

The Annual Report 2022 and Appendix dated 5 April 2023 (in relation to the proposed renewal of the share buyback mandate and interested person transactions mandate) have been published on the Company's corporate website as follows:

<https://www.choffshore.com.sg/announcements/2023-2>

<https://www.choffshore.com.sg/annual-report/>

<https://www.choffshore.com.sg/circulars/>

Printed copies of these documents will not be sent to shareholders.

4. Notice of AGM and Proxy Form

The Notice of AGM and Proxy Form will be made available to shareholders by electronic means via publication on the Company's corporate website and will also be made available on the SGX website.

Printed copies of these documents will not be sent to shareholders.

5. Submission of questions in advance of the AGM

Shareholders may submit questions related to the proposed resolutions to be tabled for approval at the AGM in the following manner:

- (i) by email via **AGM2023@choffshore.com.sg**; or
- (ii) in hard copy by sending by post to the Company's registered office at 12A Jalan Samulun Singapore 629131.

All questions submitted must be accompanied with the following information:

- (i) the shareholder's full name;
- (ii) the shareholder's identification/UEN/registration number;
- (iii) the manner in which the shareholder holds shares in the Company (e.g. via CDP, CPF, SRS and/or Scrip); and
- (iv) contact number & email address

for verification purposes, failing which, the submission will be treated as invalid.

Deadline for submitting questions: All questions must be submitted by 10.00 a.m. on 13 April 2023, being at least 7 calendar days after the publication of the Notice of AGM.

The Company will respond to substantial and relevant questions by 8.30 a.m. on 17 April 2023, and post them on the Company's website at URL <https://www.choffshore.com.sg/announcements/2023-2> as well as on the SGX website at URL <https://www.sgx.com/securities/company-announcements>

6. Arrangements for Participation at the AGM

Shareholders may participate in the AGM by:

- (a) attending the AGM in person;
- (b) submitting questions to the Chairman of the Meeting in advance of, or at, the AGM; and/or
- (c) voting at the AGM (i) by the shareholders themselves or their duly appointed proxy(ies) (other than the Chairman of the AGM); or (ii) by appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

The Proxy Form must be submitted in the following manner:

- (a) if submitted by post, be lodged at the office of the Company at 12A Jalan Samulun Singapore 629131; or
- (b) if submitted electronically, be submitted via email to the Company at **AGM2023@choffshore.com.sg**, in either case, by 10.00 a.m. on 19 April 2023.

Shareholders are encouraged to submit completed proxy forms electronically via email.

Persons who hold shares through relevant intermediaries (as defined in section 181 of the Companies Act 1967), other than CPF and SRS investors, should contact the relevant intermediary 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.

CPF or SRS investors who wish to vote should approach their respective CPF Agent Banks or SRS Operators by 5.00 p.m. on 11 April 2023 to:

- (a) vote at the AGM if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators, and should contact their respective CPF Agent Banks or SRS Operators if they have any queries regarding their appointment as proxies; or
- (b) appoint the Chairman of the Meeting as proxy to vote on their behalf at 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:

| Key dates | Actions |
|---|---|
| 5.00 p.m. on 11 April 2023 (Tuesday) | Deadline for CPF or SRS investors who wish to participate at the AGM to approach their respective CPF Agent Banks or SRS Operators to submit their votes. |
| 10.00 a.m. on 13 April 2023 (Thursday) | Deadline for shareholders to submit questions in advance. |
| By 8.30 a.m. on 17 April 2023 (Monday) | The Company to address all substantial and relevant questions received from shareholders via SGXNet prior to the AGM. |

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| 10.00 a.m. on 19 April 2023 (Wednesday) | Deadline for shareholders to submit instruments appointing a proxy(ies). |
| Date and time of AGM 10.00 a.m. on 21 April 2023 (Friday) | <p>Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies may attend the AGM in person at Nautica Room, Level 2, Republic of Singapore Yacht Club, 52 West Coast Ferry Road, Singapore 126887.</p> <p><i>There will be no option to participate virtually.</i></p> <p>Shareholders/ Proxies are required to bring along NRIC/passport for verification purposes.</p> |

8. Further information.

For more information, shareholders can contact the Company via email at **AGM2023@choffshore.com.sg**

9. Important reminder.

Shareholders are reminded to check the Company's website at the URL <https://www.choffshore.com.sg/announcements/2023-2> or the SGX website at the URL <https://www.sgx.com/securities/company-announcements> for the latest updates on the status of the AGM.

By Order of the Board
Lim Mee Fun
Company Secretary
5 April 2023