



**FUJI OFFSET PLATES MANUFACTURING LTD**  
(Company Registration No. 198204769G)  
(Incorporated in Singapore)

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**ANNUAL GENERAL MEETING TO BE HELD ON 29 APRIL 2021**

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**1. Background**

The board of directors (the “**Board**” or “**Directors**”) of Fuji Offset Plates Manufacturing Ltd (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;
- (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 Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation issued on 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020 and 1 October 2020) which included a checklist to guide listed and non-listed entities on the conduct of general meetings during the period from 27 March 2020 to 30 June 2021.

**2. Date, time and conduct of AGM**

The Company is pleased to announce that pursuant to the Order, its annual general meeting (“**AGM**” or the “**Meeting**”) will be convened and held by way of electronic means via “live” audio-visual webcast and “live” audio-onlystream on **Thursday, 29 April 2021, at 3.00 p.m.**

**3. Notice of AGM and proxy form**

The Notice of AGM and proxy form will be sent to shareholders solely by electronic means via publication on the Company’s corporate website at the URL <https://www.fopgroup.com/index.php/investor-relations> and will also be made available on the SGX’s website at the URL <https://www.sgx.com/securities/company-announcements>. Printed copies of these documents will not be sent to shareholders.

**4. No personal attendance at AGM**

Due to the current COVID-19 restriction orders in Singapore, shareholders will not be able 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 in relation to any resolution set out in the Notice of 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-submission of questions, vote and participating 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, Cap. 50), including Central Provident Fund (“**CPF**”) and Supplemental Retirement Scheme (“**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 in relation to any resolution set out in the Notice of 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 intermediaries (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 by **5.00 p.m. on 19 April 2021** in order for the necessary arrangements to be made for their participation in the AGM.

## 7. **2020 Annual Report and IPT Appendix**

The 2020 Annual Report and the Appendix in relation to the Proposed Renewal of Shareholders’ Mandate for Interested Person Transactions (the “**IPT Appendix**”) have been published and may be accessed at the Company’s corporate website at the URL <https://www.fopgroup.com/index.php/investor-relations> as follows:

- (a) the 2020 Annual Report may be accessed by clicking on the hyperlinks “FOP Group’s latest Annual Report”; and
- (b) the IPT Appendix may be accessed by clicking on the hyperlinks “IPT Appendix”.

The 2020 Annual Report, IPT Appendix, Notice of AGM and Proxy Form have been published and are also available on the SGXNet.

## 8. **Minutes of AGM**

The minutes of the AGM which will include the responses to substantial and relevant comments or queries from shareholders relating to the agenda of the AGM (if any), will thereafter be published on the Company’s corporate website at the URL <https://www.fopgroup.com/index.php/investor-relations> and will also be made available on the

SGX's website at the URL <https://www.sgx.com/securities/company-announcements> within one (1) month after the date of the AGM.

## 9. 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
14 April 2021 (Wednesday)	Shareholders may begin to submit question in advance in relation to any resolution set out in the Notice of AGM via post or email.
5.00 p.m. on 19 April 2021 (Monday)	Deadline for CPF or SRS investors who wish to appoint the Chairman of the Meeting as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
3.00 p.m. on 23 April 2021 (Friday)	Deadline for shareholders to submit webcast registration form and questions in advance.
3.00 p.m. on 27 April 2021 (Tuesday)	Deadline for shareholders to submit proxy forms.
3.00 p.m. on 29 April 2021 (Thursday)	Live event of AGM by way of electronic means via "live" audio-visual webcast or "live" audio-only stream.
After 5.16 p.m. on 29 April 2021 (Thursday)	Release of the Result of the AGM to SGX-ST via SGXNet.
On or before 28 May 2021 (Friday)	Publication of minutes of AGM, which will include the responses to substantial and relevant comments or queries from shareholders relating to the agenda of the AGM (if any) on the SGXNet and the Company's corporate website.

Any reference to a time of day in this Announcement is made by reference to Singapore time.

## 10. Important reminder

Due to the constantly evolving COVID-19 situation in Singapore, we may be required to change the arrangements for the AGM at short notice. Shareholders should check the Company's corporate website at the URL <https://www.fopgroup.com/index.php/investor-relations> or on the SGX's website at the URL <https://www.sgx.com/securities/company-announcements> for the latest updates on the status of the AGM.

The Company would like to thank all shareholders for their patience and co-operation in enabling the Company to hold the AGM with the optimum safe distancing measures amidst the current COVID-19 pandemic.

## BY ORDER OF THE BOARD

David Teo Kee Bock  
Executive Chairman  
14 April 2021

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*This announcement has been prepared by the Company and its contents have been reviewed by the Company's sponsor, Asian Corporate Advisors Pte. Ltd., ("Sponsor"), in accordance with Rules 226(2)(b) and 753(2) of the Singapore Exchange Securities Trading Limited ("Exchange") Listing Manual Section B: Rules of Catalyst for compliance with the relevant rules of the Exchange. The Company's Sponsor has not independently verified the contents of this announcement, including the accuracy, completeness or correctness of any of the figures used, statements or opinions made.*

*This announcement has not been examined or approved by the Exchange. The Sponsor and the Exchange assume no responsibility for the contents of this announcement including the accuracy, completeness or correctness of any of the statements made, opinions expressed or reports contained in this announcement.*

*The contact person for the Sponsor is Ms Foo Quee Yin  
Telephone number: 6221 0271*

## APPENDIX

### Steps for pre-submission of questions, vote and participating 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 in relation to any resolution set out in the Notice of 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:

Steps	Details
Submit questions in advance in relation to any resolution set out in the Notice of AGM	<p><b>Submission of questions.</b> Please note that the “live” audio-visual webcast and “live” audio-only stream are mainly for shareholders to contemporaneously observe the AGM proceeding and hence, shareholders will not be able to ask questions at the AGM “live” during the “live” audio-visual webcast and “live” audio-only stream. Accordingly, it is important for shareholders to submit their questions in advance in relation to any resolution set out in the Notice of AGM to be tabled for approval at the AGM, by submitting the webcast registration form in the following manner:</p> <ul style="list-style-type: none"> <li>(a) if submitted by post, be deposited at the registered office of the Company at 2 Jalan Rajah, #06-28 Golden Wall Flatted Factory, Singapore 329134; or</li> <li>(b) if submitted electronically, be submitted via email to the to the Company, at <a href="mailto:agm2021@fopgroup.com">agm2021@fopgroup.com</a>,</li> </ul> <p>in either case, by <b>3.00 p.m. on Friday, 23 April 2021</b>.</p> <p>A shareholder who wishes to submit their question via webcast registration form must first download accompanied with this announcement or at the Company's corporate website at the URL <a href="https://www.fopgroup.com/index.php/investor-relations">https://www.fopgroup.com/index.php/investor-relations</a>, complete and sign the webcast registration 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>In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for shareholders to submit completed webcast registration form by post, shareholders are strongly encouraged to submit completed webcast registration form electronically via email.</p> <p><b>Addressing questions.</b> Management and the Board of the Company will endeavour to address all substantial and relevant questions received from shareholders prior to the AGM by publishing the responses to those questions on the SGX's website at the URL <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a> and the Company's corporate website at the URL <a href="https://www.fopgroup.com/index.php/investor-relations">https://www.fopgroup.com/index.php/investor-relations</a>.</p> <p>Where there are any subsequent clarifications or follow-up questions and further questions submitted by shareholders are unable to be addressed prior to the AGM, the Company will address the substantial and relevant comments or queries relating to any resolution set out in the Notice of AGM subsequent to the AGM being held on the SGX's website at the URL <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a> and the Company's corporate website at the URL <a href="https://www.fopgroup.com/index.php/investor-relations">https://www.fopgroup.com/index.php/investor-relations</a>. The Company will publish minutes and answers within one month from date of AGM on both the SGX's website at the URL <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a> and the Company's corporate website at the URL <a href="https://www.fopgroup.com/index.php/investor-relations">https://www.fopgroup.com/index.php/investor-relations</a>.</p>

<p>Submit proxy forms to vote</p>	<p><b>Appointment of Chairman of the Meeting as proxy.</b> Shareholders (whether individual or corporate) who 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 submitted by post, be deposited at the Registered Office of the Company at 2 Jalan Rajah, #06-28 Golden Wall Flatted Factory, Singapore 329134; or</li> <li>(b) if submitted electronically, be submitted via email to the Company, at <a href="mailto:agm2021@fopgroup.com">agm2021@fopgroup.com</a>,</li> </ul> <p>in either case, by <b>3.00 p.m. on Tuesday, 27 April 2021</b>.</p> <p>A shareholder who wishes to submit a proxy form must first download accompanied with this announcement or at the Company's corporate website at the URL <a href="https://www.fopgroup.com/index.php/investor-relations">https://www.fopgroup.com/index.php/investor-relations</a>, 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>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.</p> <p>CPF or SRS investors who wish to appoint the Chairman of the Meeting as proxy should approach their respective CPF Agent Banks or SRS Operators (being relevant intermediaries) to submit their votes by <b>5.00 p.m. on Monday, 19 April 2021</b>.</p>
<p>Participating at AGM</p>	<p><b>Submission of webcast registration form.</b> Shareholders who wish to participate at the AGM by observing and/or listening to the AGM proceedings via "live" audio-visual webcast or "live" audio-only stream must register in the following manner:</p> <ul style="list-style-type: none"> <li>(a) if submitted by post, be deposited at the registered office of the Company at 2 Jalan Rajah, #06-28 Golden Wall Flatted Factory, Singapore 329134; or</li> <li>(b) if submitted electronically, be submitted via email to the to the Company, at <a href="mailto:agm2021@fopgroup.com">agm2021@fopgroup.com</a>,</li> </ul> <p>in either case, by <b>3.00 p.m. on Friday, 23 April 2021</b> (the "<b>Registration Deadline</b>").</p> <p>A shareholder who wishes to submit a webcast registration form must first download accompanied with this announcement or at the Company's corporate website at the URL <a href="https://www.fopgroup.com/index.php/investor-relations">https://www.fopgroup.com/index.php/investor-relations</a>, complete and sign the webcast registration 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>Shareholders, who would have been able to be appointed as proxies by relevant intermediaries under Section 181(1C) of the Companies Act, Cap. 50, such as CPF and SRS investors, should approach their respective agents, such as CPF Agent Banks or SRS Operators, to participate at the AGM by observing and/or listening to the AGM proceedings via “live” audio-visual webcast or “live” audio-only stream.</p> <p>In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for shareholders to submit completed webcast registration form by post, shareholders are strongly encouraged to submit completed webcast registration form electronically via email.</p> <p>Following the verification and upon the closure of registration, authenticated shareholders will receive an email confirmation containing:</p> <ul style="list-style-type: none"> <li>(a) a link and password to access the “live” audio-visual webcast; or</li> <li>(b) a dial-in number with unique pin to access the “live” audio-only stream.</li> </ul> <p>Shareholders must not forward the abovementioned email confirmation to other persons who are not entitled to attend the AGM. This is to avoid any technical disruptions or overload to the “live” audio-visual webcast or “live” audio-only stream.</p> <p>Shareholders who register by the Registration Deadline but do not receive an email confirmation by <b>3.00 p.m. on Tuesday, 27 April 2021</b>, may contact the Company by email at <a href="mailto:agm2021@fopgroup.com">agm2021@fopgroup.com</a> for assistance.</p>
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