

## HONG FOK CORPORATION LIMITED

(Company Registration No: 196700468N)  
Incorporated in the Republic of Singapore

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### LIVE WEBCAST OF ANNUAL GENERAL MEETING ON 5 JUNE 2020

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The board of directors of Hong Fok Corporation Limited (the “**Company**”) refers to Part 4 of the COVID-19 (Temporary Measures) Act 2020 (the “**Act**”) passed by Parliament on 7 April 2020, which provides, *inter alia*, that where personal attendance at any meeting is provided for in any written law or legal instrument, the Minister may, if the Minister considers that it would be inexpedient or impracticable for the meeting to be convened, held or conducted in the manner provided for in the written law or legal instrument in view of a control measure, by order prescribe alternative arrangements for the meeting. The Company also refers to 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**”), and as amended by COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) (Amendment No. 2) Order 2020, which was made by the Minister of Law in exercise of the powers conferred by the Act.

In compliance with the Act and the Order, the fifty-second annual general meeting (“**AGM**”) of the Company will be held by way of electronic means on Friday, 5 June 2020 at 10.30 a.m..

Pursuant to the Order, the Company will implement alternative arrangements relating to attendance at the AGM by electronic means (including arrangements by which the meeting can be electronically accessed via live audio-visual webcast or audio-only means), submission of questions to the Chairman of the Meeting in advance of the AGM, addressing of substantial and relevant questions and voting by appointing the Chairman of the AGM as proxy at the AGM.

The Company wishes to highlight to all members the following important information regarding the AGM, which members are advised to take note of.

#### IMPORTANT INFORMATION

##### I. **To Access the Live Webcast and Audio-Only Means, and the Registration Process**

Due to the current COVID-19 restriction orders in Singapore, a member will not be able to attend the AGM in person. Members may watch the AGM proceedings through a live webcast using their computers, tablets or mobile phones or listen to the AGM proceedings using their phones.

To access the live webcast and the audio-only means, members need to register by no later than 2 June 2020, 10.30 a.m. being 72 hours before the time fixed for the AGM (“**Registration Deadline**”) to enable the Company to verify their status. Authenticated members will receive an email a day before the AGM, containing the link and the telephone number through which the live webcast and the audio-only means can be accessed, and the login details and credentials.

Members can register by clicking on the link below and we advise all members to register as early as possible.

<https://www.meetings.vision/hongfok-agm-registration>

Members are advised to also check the Junk folder of their emails in case the emails are directed there instead of Inbox.

Members who registered by the Registration Deadline but do not receive an email response by 4 June 2020, 12 noon may contact our Share Registrar at +65 6593 4848 or by email at [main@zicoholdings.com](mailto:main@zicoholdings.com).

## II. To Vote at the AGM

**A member (whether individual or corporate) must appoint the Chairman of the Meeting as his/her/its proxy to vote on his/her/its behalf at the AGM if such member wishes to exercise his/her/its voting rights at the AGM.** Please note that a member may not vote at the AGM otherwise than by way of appointing the Chairman of the Meeting as the member's proxy. Printed copies of the proxy form for the AGM will not be sent to members. Instead, the proxy form for the AGM will be sent to members by electronic means via the Company's website at <http://hongfok.listedcompany.com/> and on the SGX website at <https://www.sgx.com/securities/company-announcements>.

Where a member (whether individual or corporate) appoints the Chairman of the Meeting as his/her/its proxy, he/she/it 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.

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 to submit their votes by 10.30 a.m. on 26 May 2020.

The instrument appointing the Chairman of the Meeting as proxy must be submitted to the Company in the following manner:

- (i) if submitted by post, be lodged with the Company's Share Registrar, B.A.C.S. Private Limited, 8 Robinson Road #03-00, ASO Building, Singapore 048544; or
- (ii) if submitted electronically, be submitted via email to the Company's Share Registrar at [main@zicoholdings.com](mailto:main@zicoholdings.com)

in either case, by no later than 3 June 2020, 10.30 a.m., being at least 48 hours before the time for holding the AGM.

A member who wishes to submit a proxy form must first download, complete and sign the proxy form, before submitting it by post to the address provided in sub-paragraph (i) above, or before scanning and sending it by email to the email address provided in sub-paragraph (ii) above.

**Due to the current COVID-19 restriction orders in Singapore, 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.**

### III. To Submit Questions

A member who wishes to raise any matters at the AGM must submit such matters or any questions related to the AGM via email to the Company at [ir@hongfok.com.sg](mailto:ir@hongfok.com.sg) or by post to 300 Beach Road #41-00, The Concourse, Singapore 199555. Members are required to submit the matters they wish to be heard on and/or their questions no later than 2 June 2020, 10.30 a.m. being 72 hours before the time fixed for the AGM.

When sending in your questions via email or by post, please also provide us with the following details:

- your full name;
- your address;
- number of shares held; and
- the manner in which you hold shares (e.g., via CDP, CPF or SRS).

We will endeavour to address all substantial and relevant questions received from members before the deadline by publishing our responses before the AGM on our corporate website and on SGXNET.

### IV. Others

The Annual Report 2019 and the Addendum dated 14 May 2020 in relation to the proposed renewal of the share purchase mandate are published on the Company's website at <http://hongfok.listedcompany.com/> and on the SGX website at <https://www.sgx.com/securities/company-announcements>.

In the meantime, members are encouraged to check regularly the SGX website at <https://www.sgx.com/securities/company-announcements> or the Company's website for any updates on the Company's AGM.

Should members have any questions that have not been addressed above, you are advised to forward your questions to [ir@hongfok.com.sg](mailto:ir@hongfok.com.sg). The Company will endeavour to provide the answers in as timely a manner as possible but the Company seek your understanding if there are any delays.

The Company wishes to remind all members to regularly refer to the Company's website, <http://hongfok.listedcompany.com/>, for the latest updates with respect to the AGM.

### By Order of the Board

Lo Swee Oi  
Koh Chay Tiang  
Company Secretaries

Singapore  
14 May 2020