

HS OPTIMUS HOLDINGS LIMITED
(Incorporated in the Republic of Singapore)
(Company Registration No. 199504141D)

**LETTER TO SHAREHOLDERS REGARDING THE ANNUAL GENERAL MEETING OF THE
COMPANY TO BE HELD BY ELECTRONIC MEANS ON 28 JULY 2021**

Dear Shareholders

1. INTRODUCTION

This letter is circulated together with and forms part of the Notice of Annual General Meeting (“**AGM**”) dated 12 July 2021 (the “**Notice of AGM**”) issued by HS Optimus Holdings Limited (“**Company**”) in respect of the upcoming AGM of the Company scheduled to be held by way of electronic means on Wednesday, 28 July 2021 at 10.00 a.m..

The AGM is an important event in the Company’s corporate calendar. Normally, we would arrange for our shareholders (“**Shareholders**”) to attend the AGM physically as it is an opportunity for the board of directors (the “**Board**”) and management of the Company to meet and engage with Shareholders directly.

In light of the ongoing COVID-19 situation, the Company refers to:

- (a) the COVID-19 (Temporary Measures) Act 2020 (“**COVID-19 Act**”) passed by Parliament on 7 April 2020 which enables the Minister of Law by order to prescribe alternative arrangements for meetings to be convened, held or conducted, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means;
- (b) the COVID-19 (Temporary Measures) Act 2020 (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 published on 13 April 2020 (“**COVID-19 Order**”) which was gazetted on 13 April 2020 and is deemed to have come into operation on 27 March 2020, and which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and
- (c) the Joint Statement by the Accounting and Corporate Regulatory Authority, the Monetary Authority of Singapore and the Singapore Exchange Regulation which was issued on 13 April 2020 (and updated on 27 April 2020, 22 June 2020 and 1 October 2020), providing a checklist (which provides further guidance on the COVID-19 Act and the COVID-19 Order) to guide listed and non-listed entities on the conduct of general meetings during the period when elevated safe distancing measures are in place.

In light of the above developments, the Board wishes to inform Shareholders that the Company will be conducting the AGM wholly by way of electronic means pursuant to the COVID-19 Order.

2. DOCUMENTS FOR THE AGM

Documents relating to the business of the AGM, which comprise the Company’s annual report for the financial year ended 31 March 2021, the Appendix to the Notice of AGM dated 12 July 2021 in relation to the proposed renewal of the general mandate to authorise the Directors to purchase or acquire shares of the Company, the Notice of AGM and the accompanying Proxy Form (as defined herein) for the AGM, as well as the responses to questions raised by

Shareholders in the manner prescribed below have been or will be published on (i) SGXNet; and (ii) the Company's corporate website at the URL www.hso.com.sg/investor-relations/aggm-2021/. **In line with the relevant provisions under the COVID-19 Order, printed copies of these documents will NOT be sent to Shareholders.**

3. NO PHYSICAL ATTENDANCE AT THE AGM

Due to the current COVID-19 restriction orders in Singapore (including under the COVID-19 Act), **Shareholders will NOT be able to attend the AGM in person** and will only be able to participate in the AGM via the LIVE WEBCAST, further details on which are set out below. A Shareholder will also not be able to vote online on the resolutions to be tabled for approval at the AGM. Please refer to paragraphs 4 to 6 below on the alternative arrangements for participation and voting at the AGM. **Any Shareholder seeking to attend the AGM physically in person will be turned away.**

4. ALTERNATIVE ARRANGEMENTS FOR PARTICIPATION AT THE AGM

The Company has made the following alternative arrangements for Shareholders to participate at the AGM:-

- (a) observing or listening to the proceedings of the AGM contemporaneously via a "live" audio-visual webcast of the AGM ("**LIVE WEBCAST**");
- (b) submitting questions in advance of the AGM; and
- (c) voting on their behalf, by appointing the Chairman of the AGM as proxy at the AGM.

Persons who hold the shares of the Company through relevant intermediaries (as defined in Section 181 of the Companies Act, Chapter 50 of Singapore), including CPF investors Supplementary Retirement Scheme ("**SRS**") investors, and who wish to participate at the AGM by:-

- (i) observing or listening to the proceedings of the AGM contemporaneously via LIVE WEBCAST;
- (ii) submitting questions in advance of the AGM; and
- (iii) voting on their behalf, by appointing the Chairman of the AGM as proxy at the AGM,

should contact the relevant intermediary (which would include, in the case of CPF or SRS investors, their respective CPF Agents Banks or SRS Operators) through which they hold such shares of the Company as soon as possible in order for the necessary arrangements to be made for their participation at the AGM.

5. REGISTRATION PROCESS FOR LIVE WEBCAST

Shareholders who wish to participate at the AGM by observing or listening to the proceedings of the AGM through the LIVE WEBCAST (via their smart phones, tablets or laptops/computers) must register by **no later than 10 a.m. on 25 July 2021** being not less than seventy-two (72) hours before the time appointed for holding the AGM) (the "**Registration Deadline**") to enable the Company to verify the Shareholders' status.

Shareholders are required to pre-register their participation at the AGM by emailing their full name (as per CDP/Scrp/CPF/SRS Records), email address (for receipt of login credentials) and NRIC/Passport Numbers to RSVP@boardroomlimited.com for verification of their status as Shareholders (or the corporate representatives of such shareholders). Upon successful pre-registration, each such Shareholder or its corporate representative will receive an email by 10.00 a.m. on 27 July 2021. The email will contain a link to access the webcast of the AGM proceedings, together with the relevant log in details and instructions.

Shareholders who register by the Registration Deadline but do not receive an email response **by 10.00 a.m. on 27 July 2021** should contact the Company's Share Registrar at **Boardroom Corporate & Advisory Services Pte. Ltd. at +65 6536 5355 (Mondays to Fridays, excluding Public Holidays, from 9.00 a.m. to 5.30 p.m.) or by email at RSVP@boardroomlimited.com.**

Members holding shares through relevant intermediaries (other than CPF or SRS investors) will not be able to pre-register for the "live" webcast or "live" audio feed of the AGM. Such Members who wish to participate in the "live" webcast or "live" audio feed of the AGM should instead approach his/her relevant intermediary as soon as possible in order to make the necessary arrangements.

6. SUBMISSION OF PROXY FORMS TO VOTE

Voting at the AGM is by proxy ONLY. Please note that Shareholders will not be able to vote through the LIVE WEBCAST and can only vote with their proxy forms which are required to be submitted in accordance with the following paragraphs.

Shareholders (whether individual or corporate and including a relevant intermediary) who wish to exercise their voting rights at the AGM must appoint the Chairman of the AGM as their proxy to vote on their behalf by completing the Proxy Form for the AGM. Shareholders must specifically indicate how they wish to vote for or vote against (or abstain from voting on) in respect of a resolution set out in the Proxy Form, failing which the appointment of the Chairman of the AGM as proxy for that resolution will be treated as invalid.

The Chairman of the AGM, as proxy, need not be a member of the Company.

The instrument appointing the Chairman of the AGM as proxy, together with the power of attorney or other authority under which it is signed (if applicable) or a notarial certified copy thereof, must:

- i. if submitted by post, be deposited at the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 50 Raffles Place, #32-01 Singapore Land Tower, Singapore 048623; or
- ii. if submitted electronically, be submitted via email to the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd. at RSVP@boardroomlimited.com

in either case, **by 10 a.m. on 26 July 2021** (being not less than forty-eight (48) hours before the time appointed for holding the AGM) and in default the Proxy Form for the AGM shall not be treated as valid.

A Shareholder 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 above, or before scanning and sending it by email to the email address provided above.

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.

CPR 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 AGM (i.e. **by 10 a.m. on 16 July 2021**) 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.

7. SUBMISSION OF QUESTIONS

Shareholders will NOT be able to ask questions during the AGM via LIVE WEBCAST, and therefore it is important for Shareholders to submit their questions in advance of the AGM.

Shareholders may submit any questions they may have in advance in relation to any resolution set out in the Notice of AGM **by 10 a.m. on 25 July 2021** (being not less than seventy-two (72) hours before the time appointed for holding the AGM):

- (a) via the pre-registration email at RSVP@boardroomlimited.com;
- (b) by email to hsoagm2021@hso.com.sg; or
- (c) if submitted by post, be deposited at the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 50 Raffles Place, #32-01 Singapore Land Tower, Singapore 048623.

Please state your questions and provide your particulars (comprising your full name as per CDP/SRS Account records, NRIC or Passport Number or Company Registration Number, number of shares held in the Company, contact number and email address). Any question without these identification details will not be entertained.

In view of the current Covid-19 situation and the related safe distancing measures which may make it difficult to submit questions by post, Shareholders are strongly encouraged to submit their questions electronically via email. The Company will endeavor to address all substantial and relevant questions from Shareholders relating to the agenda of the AGM ("**Response**") prior to the AGM by (i) uploading the Response on SGXNET; and (ii) publishing the Response on the Company's corporate website at the URL www.hso.com.sg/investor-relations/agm-2021/. The Company will also address any subsequent clarifications sought, or follow-up questions, prior to, or at, the AGM in respect of substantial and relevant matters.

The minutes of the AGM, will thereafter be published on (i) SGXNET; and (ii) the Company's corporate website at the URL www.hso.com.sg/investor-relations/agm-2021/ within one (1) month after the conclusion of the AGM.

8. OTHERS

In view of the evolving COVID-19 situation, we wish to seek Shareholders' understanding that further precautionary measures and/or changes to the Company's AGM arrangement may be

made in the ensuing days up to the date of the Company's AGM, according to the guidelines issued by government agencies, in order to curb the spread of COVID-19. Shareholders are encouraged to check regularly the Company's website at the URL www.hso.com.sg/investor-relations/agm-2021/ for the latest updates with respect to the Company's AGM.

Yours faithfully
For and on behalf of the Board of Directors of
HS OPTIMUS HOLDINGS LIMITED

Gloria Wong
Executive Director

12 July 2021

This letter has been prepared by the Company and its contents have been reviewed by the Company's sponsor, R&T Corporate Services Pte. Ltd. (the "Sponsor"), for compliance with the relevant rules of the Singapore Exchange Securities Trading Limited ("SGX-ST"). The Sponsor has not independently verified the contents of this letter including the accuracy or completeness of any of the figures used, statements, opinions or other information made or discussed.

This letter has not been examined or approved by the SGX-ST and the SGX-ST assumes no responsibility for the contents of this letter, including the correctness of any of the statements or opinions made or reports contained in this letter.

The contact person for the Sponsor is Mr Howard Cheam Heng Haw (Telephone: +65 6232 0685) at R&T Corporate Services Pte. Ltd. at 9 Straits View #06-07, Marina One West Tower, Singapore 018937.