

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

ANNUAL GENERAL MEETING TO BE HELD ON 23 APRIL 2021

1. Background

CH OFFSHORE 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;
- (c) the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) (Amendment No. 3) Order 2020 which extended the application of alternative arrangements in respect of, inter alia, general meetings of companies in the relevant order up to 30 June 2021; and
- (d) the joint statement by the Accounting Corporate and Regulatory Authority, Singapore Exchange Regulations and the Monetary Authority of Singapore on 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020 and 1 October 2020) which provide additional guidance on the conduct of general meetings during the period when elevated safe distancing measures are in place.

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

The Company is pleased to announce that pursuant to the Order, its AGM will be convened and held by way of electronic means on Friday, 23 April 2021 at 4.00 p.m.

Representative(s) from the Board of Directors will conduct the proceedings of the AGM and address substantial and relevant questions which shareholders have submitted in advance.

3. 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 our corporate website and will also be made available on the SGX website. Printed copies of these documents will also 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 of the 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-registration, pre-submission of questions and voting 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, Chapter 50), including CPF and 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 of the 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 intermediary (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 as soon as possible in order for the necessary arrangements to be made for their participation in the AGM.

7. Annual Report 2020 and Appendix

The Annual Report 2020 and Appendix dated 1 April 2021 (in relation to the proposed renewal of the share purchase mandate and interested person transactions mandate) have been published on our corporate website, and may be accessed at URL at <http://choffshore.listedcompany.com/newsroom.html>.

8. 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
1 April 2021 (Thursday)	Shareholders may begin to pre-register at https://live.motionmediaworks.com/choffshore_reg for live audio-visual webcast/live audio-only stream of the AGM proceedings.
5.00 p.m. on 13 April 2021 (Tuesday)	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.
4.00 p.m. on 20 April 2021 (Tuesday)	Deadline for shareholders to: (i) pre-register for live audio-visual webcast/live audio-only stream of the AGM proceedings; and (ii) submit questions in advance
4.00 p.m. on 21 April 2021 (Wednesday)	Deadline for shareholders to submit proxy forms.
4.00 p.m. on 22 April 2021 (Thursday)	Authenticated shareholders will receive an email which will contain user ID and password details, as well as the link to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings (the " Confirmation Email "). Shareholders (other than those who hold shares through intermediaries including CPF and SRS investors) who do not receive the Confirmation Email by 4.00 p.m. on 22 April 2021, but have registered by the 20 April 2021 deadline should contact our Share Registrar, In.Corp Corporate Services Pte. Ltd. (fka RHT Corporate Advisory Pte. Ltd.) via email at shareregistry@incorp.asia . Shareholders who hold shares through intermediaries as defined in section 181 of the Companies Act, Chapter 50, including CPF and SRS investors, who do not receive the Confirmation Email by 4.00 p.m. on 22 April 2021 but have registered by the 20 April 2021 deadline should contact the relevant intermediary directly.
Date and time of AGM 4.00 p.m. on 23 April 2021 (Friday)	(i) Click on the link in the Confirmation Email and enter the user ID and password to access the live audio-visual webcast of the AGM proceedings; or (ii) Call the toll-free telephone number in the Confirmation Email to access the live audio-only stream of the AGM proceedings.

9. Further information

For more information, shareholders can or contact Investor Relations via email at AGM2021@choffshore.com.sg

10. Important reminder

Due to the constantly evolving COVID-19 situation in Singapore, we may be required to change our arrangements for the AGM at short notice. Shareholders should check our corporate website at the URL <http://choffshore.listedcompany.com/newsroom.html> 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 us to hold our AGM with the optimum safe distancing measures amidst the current COVID-19 pandemic.

By Order of the Board
Lim Mee Fun
Company Secretary
1 April 2021

APPENDIX

Steps for pre-registration, pre-submission of questions and voting 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 of the 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:

No.	Steps	Details
1.	Pre-registration	<p>Shareholders must pre-register at the pre-registration website at https://live.motionmediaworks.com/choffshore_reg from now till 4.00 p.m. on 20 April 2021 to enable the Company to verify their status as shareholders.</p> <p>Following the verification, authenticated shareholders will receive an email by 4.00 p.m. on 22 April 2021 which will contain user ID and password details, as well as the link to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings.</p> <p>Shareholders (other than those hold shares through intermediary including CPF and SRS investors) who do not receive the Confirmation Email by 4.00 p.m. on 22 April 2021, but have registered by the 20 April 2021 deadline should contact the Company's Share Registrar, In.Corp Corporate Services Pte. Ltd. (fka RHT Corporate Advisory Pte. Ltd.) via email at shareregistry@incorp.asia.</p>

No.	Steps	Details
1.	Pre-registration	Shareholders who hold shares through intermediaries as defined in section 181 of the Companies Act, Chapter 50, including CPF and SRS investors, who do not receive the Confirmation Email by 4.00 p.m. on 22 April 2021 but have registered by the 20 April 2021 deadline should contact the relevant intermediary directly.
2.	Submit questions in advance	<p>Shareholders will not be able to ask questions at the AGM live during the webcast or audio-stream, and therefore it is important for shareholders to pre-register and submit their questions in advance of the AGM.</p> <p>Submission of questions. Shareholders can submit questions related to the resolutions to be tabled for approval at the AGM to the Chairman of the Meeting, in advance of the AGM, in the following manner:</p> <p>(a) Via the pre-registration website. Shareholders may submit their questions via the pre-registration website at the URL https://live.motionmediaworks.com/choffshore_reg;</p> <p>(b) Via email. Shareholders may submit their questions via email to the Company at AGM2021@choffshore.com.sg; or</p> <p>(c) By post. Shareholders may also submit their questions by post to the Company at 12A Jalan Samulun Singapore 629131.</p> <p>When sending in your questions by email or post, please also provide us with the following details:</p> <ul style="list-style-type: none"> • your full name; • your NRIC/Passport/ Unique Entity Number/ Registration Number; • your contact number & email address; and • the manner in which you hold shares in CH Offshore Ltd. (e.g., via CDP, CPF, SRS and/or Scrip). <p>Shareholders are encouraged to submit their questions electronically via the pre-registration website or via email.</p> <p>Deadline to submit questions. All questions must be submitted by 4.00 p.m. on 20 April 2021.</p> <p>Addressing questions. We will address substantial and relevant questions received from shareholders either by publishing our responses before the AGM on our corporate website and SGXNET or during the AGM through live audio-visual webcast and live audio-only stream.</p> <p>Minutes of AGM. We will publish the minutes of the AGM on our corporate website and on SGXNET.</p>

No.	Steps	Details
3.	Submit proxy forms to vote	<p>Appointment of Chairman of the Meeting as proxy. Shareholders (whether individual or corporate) who pre-register to observe and/or listen to the AGM proceedings and 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>Specific voting instructions to be given. 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>Submission of proxy forms. Proxy forms must be submitted in the following manner:</p> <p>(a) if submitted by post, be lodged at the office of the Company at 12A Jalan Samulun Singapore 629131; or</p> <p>(b) if submitted electronically, be submitted via email to the Company at AGM2021@choffshore.com.sg</p> <p>in either case, by 4.00 p.m. on 21 April 2021.</p> <p>Shareholders are 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 to submit their votes by 5.00 p.m. on 13 April 2021.</p>