

## HS OPTIMUS HOLDINGS LIMITED

(Incorporated in the Republic of Singapore)  
(Company Registration No. 199504141D)

---

### LETTER TO SHAREHOLDERS REGARDING THE ALTERNATIVE ARRANGEMENTS FOR THE EXTRAORDINARY GENERAL MEETING OF THE COMPANY TO BE HELD ON 13 DECEMBER 2021 BY ELECTRONIC MEANS

---

Dear Shareholders

#### 1. INTRODUCTION

This letter is circulated together with and forms part of the Notice of EGM and Circular dated 26 November 2021 issued by the Company in connection with the Proposed Diversification. Unless otherwise defined, capitalised terms used in this announcement shall have the same meanings ascribed to them in the Circular.

As set out in the Notice of EGM and the Circular, the Board proposes to convene an EGM on Monday, 13 December 2021 at 10.00 a.m. to seek Shareholders' approval in relation to the Proposed Diversification.

The Company refers to:

- (a) the COVID-19 (Temporary Measures) Act 2020 ("**COVID-19 Act**") 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) (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 ACRA, the Monetary Authority of Singapore and the Singapore Exchange Regulation which was issued on 13 April 2020 (as updated on 27 April 2020, 22 June 2020 and 1 October 2020), providing further guidance to 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, the Company wishes to inform Shareholders that the EGM will be conducted by way of electronic means pursuant to the COVID-19 Order.

#### 2. NOTICE OF EGM, CIRCULAR AND PROXY FORMS

In line with the relevant provisions under the COVID-19 Order, **no printed copies of the Circular, the Notice of EGM and the accompanying proxy form will be despatched to Shareholders**. These documents, as well as the Company's responses to questions raised by Shareholders in the manner prescribed in paragraph 7 below have been or will be (i) uploaded on SGXNET; and (ii) published on the Company's corporate website at the URL [www.hso.com.sg/investor-relations/egm-dec-2021/](http://www.hso.com.sg/investor-relations/egm-dec-2021/). A Shareholder will need an Internet browser and PDF reader to view these documents on SGXNET and the Company's designated website.

### 3. NO PHYSICAL ATTENDANCE AT THE EGM AND NO ONLINE VOTING

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

### 4. ALTERNATIVE ARRANGEMENTS FOR PARTICIPATION AT THE EGM

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

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

Persons who hold the shares of the Company through relevant intermediaries (as defined in Section 181 of the Companies Act), including CPF and SRS investors, and who wish to participate at the EGM by:-

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

should contact the relevant intermediary (which would include, in the case of CPF and SRS investors, their respective CPF Agent Banks and/or SRS Operators as the case may be) 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 EGM.

### 5. REGISTRATION PROCESS FOR LIVE WEBCAST

Shareholders who wish to participate at the EGM by observing or listening to the proceedings of the EGM through the LIVE WEBCAST (via their smart phones, tablets or laptops/computers) must register **no later than 10.00 a.m. on 10 December 2021** (being not less than seventy-two (72) hours before the time appointed for holding the EGM) (the “**Registration Deadline**”) to enable the Company to verify the Shareholders’ status.

Shareholders are required to pre-register their participation at the EGM by emailing their full name (as per CDP/Scrip/CPF/SRS Records), email address (for receipt of login credentials) and NRIC/Passport Numbers to [RSVP@boardroomlimited.com](mailto: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 11 December 2021**. The email will contain a link to access the webcast of the EGM 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 11 December 2021** should contact the Company’s Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at +65 6230 9531 from 10.00 a.m. to 12.00 p.m. or by email to [RSVP@boardroomlimited.com](mailto: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 EGM. Such Members

who wish to participate in the “live” webcast or “live” audio feed of the EGM 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 EGM 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 EGM must appoint the Chairman of the EGM as their proxy to vote on their behalf by completing the proxy form for the EGM. In appointing the Chairman of the EGM as proxy, Shareholders 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 as proxy for that resolution will be treated as invalid.

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

The instrument appointing the Chairman of the EGM 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](mailto:RSVP@boardroomlimited.com)

in either case, **by no later than 10.00 a.m. on 11 December 2021** (being not less than forty-eight (48) hours before the time appointed for holding the EGM or at any adjournment thereof) and in default the instrument of proxy 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.**

CPF 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 EGM (i.e. by 10.00 a.m. on 1 December 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 EGM via LIVE WEBCAST, and therefore it is important for Shareholders to submit their questions in advance of the EGM.**

Shareholders may submit any questions they may have in advance in relation to the resolution set out in the Notice of EGM **by 10.00 a.m. on 10 December 2021** (being not less than seventy-two (72) hours before the time appointed for holding the EGM):

- (a) via the pre-registration email at [RSVP@boardroomlimited.com](mailto:RSVP@boardroomlimited.com);
- (b) by email to [egm2021@hso.com.sg](mailto:egm2021@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 provide its responses to all substantial and relevant questions from Shareholders relating to the agenda of the EGM ("**Response**") prior to the EGM 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/egm-dec-2021/](http://www.hso.com.sg/investor-relations/egm-dec-2021/). The Company will also address any subsequent clarifications sought, or follow-up questions, prior to, or at, the EGM in respect of substantial and relevant matters.

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

## 8. OTHERS

Please refer to the Notice of EGM and the Circular dated 26 November 2021 which has been uploaded on SGXNET on the same day for further details on the alternative arrangements for the EGM as set out above. Due to the constantly evolving COVID-19 situation in Singapore, the Company may be required to change its EGM arrangements at short notice. Shareholders are encouraged to regularly check at the URL [www.hso.com.sg/investor-relations/egm-dec-2021/](http://www.hso.com.sg/investor-relations/egm-dec-2021/) for the latest updates on the status of the EGM, if any.

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

Gloria Wong  
Executive Director  
26 November 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. ("**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 disclosed.*

*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.*