

## NOTICE OF EXTRAORDINARY GENERAL MEETING

### CHUAN HUP HOLDINGS LIMITED

(Incorporated in the Republic of Singapore)

(Co. Reg. No. 197000572R)

All capitalised terms used in this Notice of EGM which are not defined herein shall have the same meaning ascribed to them in the Circular to Shareholders dated 6 October 2020.

**NOTICE IS HEREBY GIVEN** that an Extraordinary General Meeting (“**EGM**”) of **CHUAN HUP HOLDINGS LIMITED** (the “**Company**”) will be convened and held by way of electronic means (see Notes 1 to 8) on Thursday, 29 October 2020 at 11.00 a.m., (or immediately after the conclusion or adjournment of the Annual General Meeting of the Company to be held at 10.30 a.m. on the same day for the purpose of considering, and if thought fit, passing with or without modification(s), the following resolutions:

#### **RESOLUTION 1:**

#### **ORDINARY RESOLUTION – PROPOSED ADOPTION OF THE CHH ESOS**

#### **THAT:**

- (a) a share option scheme to be known as the Chuan Hup Holdings Employee Share Option Scheme (the “**CHH ESOS**”), the rules of which have been submitted to the meeting and are set out in **Appendix** of the Circular to shareholders dated 6 October 2020, be and is hereby approved; and
- (b) the Directors of the Company be and are hereby authorised:
  - (i) to establish and administer the CHH ESOS;
  - (ii) to modify and/or alter the CHH ESOS from time to time, provided that such modification and/or alteration is effected in accordance with the provisions of the CHH ESOS and to do all such acts and to enter into all such transactions and arrangements as may be necessary or expedient in order to give full effect to the CHH ESOS; and
  - (iii) to allot, issue and/or deliver from time to time such number of fully paid-up Shares as may be required to be allotted, issued and/or delivered pursuant to the exercise of the Options under the CHH ESOS, provided that the aggregate number of Shares available under the CHH ESOS, when added to all Shares, options or awards granted under any other share option scheme, share award scheme or share incentive scheme of the Company then in force, shall not exceed fifteen per cent. (15%) of the total issued share capital (excluding Treasury Shares and subsidiary holdings) of the Company from time to time; and
  - (iv) to complete and do all such acts and things (including executing all such documents as may be required) as they and/or he may consider expedient or necessary or in the interests of the Company to give effect to the transactions contemplated and/or authorised by this Ordinary Resolution 1.

## RESOLUTION 2:

### ORDINARY RESOLUTION – PROPOSED GRANT OF OPTIONS UNDER THE CHH ESOS AT A DISCOUNT

#### THAT:

Subject to and contingent upon Resolution 1 being passed, approval be and is hereby given for the offer and grant of Options in accordance with the rules of the CHH ESOS with exercise prices set at a discount not exceeding twenty per cent. (20%) to the Market Price, as determined by the Option Committee authorised and appointed to administer the CHH ESOS, provided that such discount does not exceed the relevant limits as may be set by the SGX-ST from time to time.

By Order of the Board

**Valerie Tan May Wei**  
Company Secretary  
6 October 2020

#### Notes:

1. This EGM is being convened and will be held by electronic means pursuant to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020. Printed copies of this Notice of EGM will not be sent to members. Instead, this Notice of EGM will be sent to members by electronic means via publication on the Company's website at <http://www.chuanhup.com.sg/agmegm.html> and the SGXNet.
2. The proceedings of this EGM will be broadcasted "live" through live audio-visual webcast or live audio-only stream. Members and investors holding Shares through the Central Provident Fund ("CPF") or Supplementary Retirement Scheme ("SRS") ("CPF/SRS investors") who wish to follow the proceedings must pre-register at <http://www.chuanhup.com.sg/agmegm.html> no later than 11.00 a.m. on 26 October 2020. Following verification, an email containing instructions on how to join the "live" broadcast will be sent to authenticated persons by 28 October 2020.

Investors holding Shares through relevant intermediaries (as defined in Section 181 of the Companies Act) ("Investors") (other than CPF/SRS investors) will not be able to pre-register at <http://www.chuanhup.com.sg/agmegm.html> for the "live" broadcast of the EGM. An Investor (other than CPF/SRS investors) who wish to participate in the "live" broadcast of the EGM should instead approach his/her relevant intermediary as soon as possible in order for the relevant intermediary to make the necessary arrangements to pre-register. The relevant intermediary is required to submit a consolidated list of participants (setting out in respect of each participant, his/her name, email address and NRIC/Passport number) to the Company's Share Registrar, Tricor Barbinder Share Registration Services, via email to [sg.is.proxy@sg.tricorglobal.com](mailto:sg.is.proxy@sg.tricorglobal.com) no later than 11.00 a.m. on 26 October 2020.

3. **Due to the current COVID-19 situation in Singapore, a member will not be able to attend the EGM in person. A member (whether individual or corporate) must appoint the Chairman of the EGM ("Chairman") as his/her/its proxy to attend, speak and vote on his/her/its behalf at the EGM if such member wishes to exercise his/her/its voting rights at the EGM. The Chairman, as proxy, need not be a member of the Company.** The instrument for the appointment of proxy ("proxy form") may be accessed at the Company's website at <http://www.chuanhup.com.sg/agmegm.htm> or the SGXNet. Where a member (whether individual or corporate) appoints the Chairman 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 as proxy for that resolution will be treated as invalid.

4. The proxy form is not valid for use by Investors (including CPF/SRS investors) and shall be ineffective for all intents and purposes if used or purported to be used by them. An Investor who wish to vote should instead approach his/her/its relevant intermediary as soon as possible to specify his/her/its voting instructions. A CPF/SRS investor who wishes to vote should approach his/her CPF Agent Bank or SRS Operator by 11.00 a.m. on 20 October 2020, being 7 working days before the date of the EGM to submit his/her voting instructions.
5. **The proxy form must be submitted to the Company in the following manner:**
- (a) if submitted by post, be lodged with the Company's Share Registrar, Tricor Barbinder Share Registration Services (A division of Tricor Singapore Pte. Ltd.), at 80 Robinson Road #02-00 Singapore 068898, or
  - (b) if submitted electronically, be submitted via email to [sg.is.proxy@sg.tricorglobal.com](mailto:sg.is.proxy@sg.tricorglobal.com).

in either case, by **11.00 a.m. on 26 October 2020, being 72 hours before the time appointed for holding this EGM.**

A member who wishes to submit the 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 members to submit completed proxy forms by post, members are strongly encouraged to submit completed proxy forms electronically via email.**

6. In the case of members of the Company whose Shares are entered against their names in the Depository Register, the Company may reject any proxy form submitted if such members are not shown to have Shares entered against their names in the Depository Register (as defined in Part IIIAA of the Securities and Futures Act, Chapter 289 of Singapore), as at 72 hours before the time appointed for holding this EGM as certified by The Central Depository (Pte) Limited to the Company.
7. **Members and Investors will not be able to ask questions "live" during the broadcast of this EGM. All members and Investors may submit questions relating to the business of this EGM by 11.00 a.m. on 26 October 2020:**
- (a) via the pre-registration website at <http://www.chuanhup.com.sg/agmegm.html>;
  - (b) by email to [sg.is.proxy@sg.tricorglobal.com](mailto:sg.is.proxy@sg.tricorglobal.com); and/or
  - (c) by post to the Company's Share Registrar, Tricor Barbinder Share Registration Services (A division of Tricor Singapore Pte. Ltd.), at 80 Robinson Road #02-00 Singapore 068898.

**In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult to submit questions by post, members and Investors are strongly encouraged to submit their questions via the pre-registration website or by email.**

The Company will endeavour to address all substantial and relevant questions either prior to the EGM (via an announcement on SGXNet and the Company's website) or during the EGM.

8. All documents (including the Circular, proxy form and this Notice of EGM) or information relating to the business of this EGM have been, or will be, published on SGXNet and the Company's website at <http://www.chuanhup.com.sg/agmegm.html>. Printed copies of the documents will not be despatched to members. Members and Investors are advised to check SGXNet and/or the Company's website regularly for updates.
9. **Personal Data Privacy:**

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the EGM and/or any adjournment thereof, a member of the Company (i) consents to the collection, use and disclosure of the member's personal data by the Company (or its agents or service providers) for the purpose of the processing, administration and analysis by the Company (or its agents or service providers) of the appointment of the Chairman as proxy for the EGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the EGM (including any adjournment thereof), and in order for the Company (or its agents or service providers) to comply with any applicable laws, listing rules, take-over rules, regulations and/or guidelines (collectively, the "Purposes").

In the case of a member who is a relevant intermediary, by submitting the consolidated list of participants set out in Note 2 of this Notice of EGM, such member represents and warrants that it has obtained the prior consent of the individuals for the collection, use and disclosure by the Company (or its agents or service providers) of the personal data of such individuals by the Company (or its agents or service providers) for the purpose of the processing, administration and analysis by the Company (or its agents or service providers) of the participation of such individuals in the broadcast and proceedings of the EGM (including any adjournment thereof), and the preparation and compilation of the attendance lists, minutes and record of questions asked, and other documents relating to the EGM (including any adjournment thereof), and in order for the Company (or its agents or service providers) to comply with any applicable laws, listing rules, regulations and/or guidelines.