

**CHUAN HUP HOLDINGS LIMITED**  
(Co. Reg. No. 197000572R)  
(Incorporated in the Republic of Singapore)

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**EXTRAORDINARY GENERAL MEETING OF CHUAN HUP HOLDINGS LIMITED TO BE HELD ON 29 OCTOBER 2020**

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1. **Background.** Chuan Hup Holdings Limited (the “**Company**”) refers to:
  - (a) the Notice of the Extraordinary General Meeting dated 6 October 2020, which is published on the Company’s website at the URL <http://www.chuanhup.com.sg/agmegm.html> and the SGXNet (“Notice of EGM”).
  - (b) the COVID-19 (Temporary Measures) Act 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;
  - (c) 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 sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and
  - (d) the joint statement by the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation of 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020 and 1 October 2020) which provides additional guidance on the conduct of general meetings during the period from 27 March 2020 to 30 June 2021.
  
2. **Date, time and conduct of Extraordinary General Meeting.** The Company is pleased to announce that pursuant to the Order, the Extraordinary General Meeting (“**EGM**”) will be convened and held by way of electronic means 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)** (Singapore time). Our Chairman, Mr Lo Pang Foo Steven, will conduct the proceedings of the EGM.
  
3. **Notice of EGM, Circular to Shareholders and proxy form.** The Notice of EGM, Circular to Shareholders and proxy form will be sent to shareholders solely by electronic means via publication on the Company’s website at the URL <http://www.chuanhup.com.sg/agmegm.html> and will also be made available on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>. **Printed copies of these documents will not be sent to shareholders.**
  
4. **No personal attendance at EGM.** Due to the current COVID-19 situation in Singapore, **shareholders will not be able to attend the EGM in person.**

5. **Alternative arrangements for participation in the EGM.** Shareholders may participate in the EGM by:

- (a) observing and/or listening to the EGM proceedings via live audio-visual webcast or live audio-only stream;
- (b) submitting questions (if any) in advance of the EGM; and/or
- (c) appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the EGM.

Details of the steps for pre-registration, pre-submission of questions and voting at the EGM by shareholders, including CPF and SRS investors, are set out in the Appendix to this announcement. In addition, CPF and 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 **11.00 a.m. on 20 October 2020**.

6. **Pre-registration.** Shareholders, including CPF and SRS investors, can pre-register at the pre-registration website at the URL <http://www.chuanhup.com.sg/agmegm.html> from **9.00 a.m. on 7 October 2020 up to 11.00 a.m. on 26 October 2020** to enable the Company to verify their status as shareholders.

7. **Persons who hold shares through relevant intermediaries.** Persons who hold the Company's shares through relevant intermediaries (as defined in section 181 of the Companies Act, Chapter 50), other than CPF and SRS investors, and who wish to participate in the EGM by:

- (a) observing and/or listening to the EGM proceedings via live audio-visual webcast or live audio-only stream;
- (b) submitting questions (if any) in advance of the EGM; and/or
- (c) appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the EGM,

should contact the relevant intermediary through which they hold such shares as soon as possible in order for the necessary arrangements to be made for their participation in the EGM.

8. **Key dates/deadlines.** In summary, the key dates/deadlines which shareholders should take note of are set out in the table below:

<b>Key dates</b>	<b>Actions</b>
<b>9.00 a.m. on 7 October 2020 (Wednesday)</b>	Shareholders may begin to pre-register at the URL <a href="http://www.chuanhup.com.sg/agmegm.html">http://www.chuanhup.com.sg/agmegm.html</a> . for live audio-visual webcast/live audio-only stream of the EGM proceedings, for submission of questions in advance and for appointment of the Chairman of the Meeting as proxy.
<b>11.00 a.m. on 20 October 2020 (Tuesday)</b>	Deadline for CPF and 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.
<b>11.00 a.m. on 26 October 2020 (Monday)</b>	Deadline for shareholders to: <ul style="list-style-type: none"> <li>• pre-register for live audio-visual webcast/live audio-only stream of the EGM proceedings;</li> <li>• submit questions in advance; and</li> <li>• submit instruments appointing the Chairman of the Meeting as proxy</li> </ul>
<b>11.00 a.m. on 28 October 2020 (Wednesday)</b>	Authenticated shareholders will receive an email on how to access the live audio-visual webcast and live audio-only stream of the EGM proceedings (the “ <b>Confirmation Email</b> ”).  Shareholders who do not receive the Confirmation Email by <b>11.00 a.m. on 28 October 2020</b> , but have registered by the 26 October 2020 deadline, should contact our Share Registrar, Tricor Barbinder Share Registration Services, at +65 6236 3550 or via email at <a href="mailto:sg.is.proxy@sg.tricorglobal.com">sg.is.proxy@sg.tricorglobal.com</a> .
<b>Date and time of EGM - 11.00 a.m. on 29 October 2020 (Thursday)</b>	Click on the link in the Confirmation Email and follow the instructions to: <ul style="list-style-type: none"> <li>(a) access the live audio-visual webcast of the EGM proceedings; or</li> <li>(b) call the toll-free telephone number to access the live audio only stream of the EGM proceedings.</li> </ul>

9. Further information. For more information, shareholders can refer to the FAQs on the Company's website at the URL <http://www.chuanhup.com.sg/agmegm.html> or email us at [sg.is.proxy@sg.tricorglobal.com](mailto:sg.is.proxy@sg.tricorglobal.com).
10. **Important reminder. Due to the constantly evolving COVID-19 situation in Singapore, we may be required to change our arrangements for the EGM at short notice. Shareholders should check the Company's website at the URL <http://www.chuanhup.com.sg/agmegm.html> or the SGX website at the URL <https://www.sgx.com/securities/company-announcement> for the latest updates on the status of the EGM.**
11. The Company would like to thank all shareholders for their patience and co-operation in enabling the Company to hold the EGM with the optimum safe management measures amidst the current COVID-19 pandemic.

By Order of the Board

Valerie Tan May Wei  
Company Secretary  
6 October 2020

## APPENDIX

### Steps for pre-registration, pre-submission of questions and voting at the EGM

Shareholders will be able to observe and/or listen to the EGM proceedings through a live audio-visual webcast or live audio-only stream via their mobile phones, tablets or computers, submit questions in advance of the EGM and vote by appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the EGM.

To do so, they will need to complete the following steps:

No.	Steps	Details
1.	<b>Pre-registration</b>	<p>Shareholders, including CPF and SRS investors, can pre-register at the pre-registration website at the URL <a href="http://www.chuanhup.com.sg/agmegm.html">http://www.chuanhup.com.sg/agmegm.html</a> from <b>9.00 a.m. on 7 October 2020 up to 11.00 a.m. on 26 October 2020</b> to enable the Company to verify their status as shareholders.</p> <p>Following the verification, authenticated shareholders will receive an email on how to access the live audio-visual webcast and live audio-only stream of the EGM proceedings by <b>28 October 2020</b> (the “<b>Confirmation Email</b>”).</p> <p>Shareholders who do not receive a Confirmation Email by 11.00 a.m. on <b>28 October 2020</b>, but have registered by the 26 October 2020 deadline, should contact our Share Registrar, Tricor Barbinder Share Registration Services, at +65 6236 3550 or via email at <a href="mailto:sg.is.proxy@sg.tricorglobal.com">sg.is.proxy@sg.tricorglobal.com</a>.</p>
2.	<b>Submit questions in advance</b>	<p><b>Shareholders will not be able to ask questions at the EGM 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 EGM.</b></p> <p><b>Submission of questions.</b> Shareholders, including CPF and SRS investors, can submit questions related to the resolutions to be tabled for approval at the EGM, in advance of the EGM, in the following manner:</p> <p>(a) <b>Via pre-registration website.</b> Shareholders who pre-register to observe and/or listen to the EGM proceedings may submit their questions via the pre-registration website at the URL <a href="http://www.chuanhup.com.sg/agmegm.html">http://www.chuanhup.com.sg/agmegm.html</a>.</p> <p>(b) <b>Via email.</b> Shareholders may submit their questions via email at <a href="mailto:sg.is.proxy@sg.tricorglobal.com">sg.is.proxy@sg.tricorglobal.com</a>.</p>

		<p>(c) By post. Shareholders may submit their questions by post to the Company's Share Registrar, Tricor Barbinder Share Registration Services, at +65 6236 3550 or via email at <a href="mailto:sg.is.proxy@sg.tricorglobal.com">sg.is.proxy@sg.tricorglobal.com</a>.</p> <p>When sending in your questions via email or by post, please also provide us with the following details:</p> <ul style="list-style-type: none"> <li>• your full name;</li> <li>• your address; and</li> <li>• the manner in which you hold shares in the Company (e.g., via CDP, CPF, SRS and/or scrip).</li> </ul> <p><b>Deadline to submit questions.</b> All questions must be submitted by <b>11.00 a.m. on 26 October 2020</b> in order to give the Company sufficient time to process and address the substantial and relevant ones.</p> <p><b>Addressing questions.</b> The Company will endeavour to address all substantial and relevant questions received from shareholders by publishing our responses to such questions on the Company's website at the URL <a href="http://www.chuanhup.com.sg/agmegm.html">http://www.chuanhup.com.sg/agmegm.html</a>, and on SGXNet prior to the EGM on 29 October 2020.</p> <p>Minutes of EGM. The Company will publish the minutes of the EGM on the Company's website and on SGXNet.</p>
3.	<p><b>Submit instruments appointing proxy to vote</b>      a</p>	<p><b>Appointment of Chairman of the Meeting as proxy.</b> Shareholders (whether individual or corporate) who pre-register to observe and/or listen to the EGM proceedings and wish to vote on the resolutions to be tabled at the EGM must appoint the Chairman of the Meeting as their proxy to attend, speak and vote on their behalf at the EGM, in accordance with the instructions on the instrument appointing a proxy.</p> <p><b>Specific voting instructions to be given.</b> 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 instrument appointing a proxy, failing which the appointment of the Chairman of the Meeting as proxy for that resolution will be treated as invalid.</p> <p><b>Manner of appointment.</b> Shareholders can submit an instrument appointing the Chairman of the Meeting as proxy by <b>post or via email</b>.</p>

		<p>CPF and 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 <b>11.00 a.m. on 20 October 2020</b>.</p> <p><b>Method of submission.</b> Instruments appointing a proxy must be submitted in the following manner:</p> <p>(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</p> <p>(b) if submitted electronically, be submitted via email to <a href="mailto:sg.is.proxy@sg.tricorglobal.com">sg.is.proxy@sg.tricorglobal.com</a>;</p> <p>in each case, by <b>11.00 a.m. on 26 October 2020</b>.</p> <p>A member who wishes to submit an instrument appointing a proxy by post or via email 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. The proxy form may be downloaded from the Company's website at the URL <a href="http://www.chuanhup.com.sg/agmegm.html">http://www.chuanhup.com.sg/agmegm.html</a>. and on the SGX website at the URL <a href="https://www.sgx.com/securities/company-announcement">https://www.sgx.com/securities/company-announcement</a> .</p> <p><b>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.</b></p>
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