

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

FIFTY-FIRST ANNUAL GENERAL MEETING OF CHUAN HUP HOLDINGS LIMITED TO BE HELD ON 29 OCTOBER 2021

1. **Background.** Chuan Hup Holdings Limited (the “**Company**”) refers to:
 - (a) the Notice of the 51st Annual General Meeting dated 6 October 2021, which is published on the Company’s website at the URL <http://www.chuanhup.com.sg/agmegm.html> and the SGXNet (“Notice of AGM”).
 - (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 amid the evolving COVID-19 situation.
2. **Date, time and conduct of Annual General Meeting.** The Company is pleased to announce that pursuant to the Order, the Annual General Meeting (“**AGM**”) will be convened and held by way of electronic means on **Friday, 29 October 2021 at 10.30 a.m.** (Singapore time). Our Chairman, Mr Lo Pang Foo Steven, will conduct the proceedings of the AGM.
3. **Notice of AGM, Appendix to the Notice of AGM and proxy form.** The Notice of AGM, Appendix to the Notice of AGM 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 AGM.** As a precautionary measure due to the current COVID-19 situation in Singapore, **shareholders will not be able to attend the AGM in person.**

5. **Alternative arrangements for participation in the AGM.** Shareholders may 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 (if any) 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.

Details of the steps for pre-registration, pre-submission of questions and voting at the AGM 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 **10.30 a.m. on 20 October 2021**.

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 2021 up to 10.30 a.m. on 26 October 2021** 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 AGM by:
- (a) observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream;
 - (b) submitting questions (if any) 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 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.

8. **Annual Report 2021.** The Annual Report 2021 may be accessed at the URL <http://www.chuanhup.com.sg/agmegm.html> and on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

Printed copies of this document will not be sent to shareholders.

9. **Books Closure Date for Final and Special Dividends.** The Share Transfer Books and the Register of Members of the Company will be closed on 5 November 2021, for the preparation of dividend warrants. Duly completed registrable transfers in respect of ordinary shares of the Company received by 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 up to 5.00 p.m. on 3 November 2021, will be registered to determine shareholders' entitlements to the proposed final and special dividends. Shareholders whose Securities Accounts with The Central Depository (Pte) Limited are credited with ordinary shares in the capital of the Company as at 5.00 p.m. on 3 November 2021, will be entitled to the proposed final and special dividends. The final and special dividends, if approved by shareholders at this AGM, will be paid on 12 November 2021.

10. **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
9.00 a.m. on 7 October 2021 (Thursday)	Shareholders may begin to pre-register at the URL http://www.chuanhup.com.sg/agmegm.html for live audio-visual webcast/live audio-only stream of the AGM proceedings, for submission of questions in advance and for appointment of the Chairman of the Meeting as proxy.
10.30 a.m. on 20 October 2021 (Wednesday)	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.
10.30 a.m. on 26 October 2021 (Tuesday)	Deadline for shareholders to: <ul style="list-style-type: none"> • pre-register for live audio-visual webcast/live audio-only stream of the AGM proceedings; • submit questions in advance; and • submit instruments appointing the Chairman of the Meeting as proxy
10.30 a.m. on 28 October 2021 (Thursday)	Authenticated shareholders will receive an email on how to access the live audio-visual webcast and live audio-only stream of the AGM proceedings (the " Confirmation Email "). Shareholders who do not receive the Confirmation Email by 10.30 a.m. on 28 October 2021 , but have registered by the 26 October 2021 deadline, should contact our Share Registrar, Tricor Barbinder Share Registration Services, at +65 6236 3550 or via email at sg.is.proxy@sg.tricorglobal.com .

Date and time of AGM - 10.30 a.m. on 29 October 2021 (Friday)	Click on the link in the Confirmation Email and follow the instructions to: (a) access the live audio-visual webcast of the AGM proceedings; or (b) call the toll-free telephone number to access the live audio only stream of the AGM proceedings.
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11. 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.
12. **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 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 AGM.**
13. The Company would like to thank all shareholders for their patience and co-operation in enabling the Company to hold the AGM with the optimum safe management measures amidst the current COVID-19 pandemic.

By Order of the Board

Anne Liew Mei Hong
Company Secretary
6 October 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 or live audio-only stream via their mobile phones, tablets or computers, 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, 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 2021 up to 10.30 a.m. on 26 October 2021 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 AGM proceedings by 28 October 2021 (the “Confirmation Email”).</p> <p>Shareholders who do not receive a Confirmation Email by 10.30 a.m. on 28 October 2021, but have registered by the 26 October 2021 deadline, should contact our Share Registrar, Tricor Barbinder Share Registration Services, at +65 6236 3550 or via email at sg.is.proxy@sg.tricorglobal.com.</p>
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, including CPF and SRS investors, can submit questions related to the resolutions to be tabled for approval at the AGM, in advance of the AGM, in the following manner:</p> <p>(a) Via pre-registration website. Shareholders who pre-register to observe and/or listen to the AGM proceedings may submit their questions via the pre-registration website at the URL http://www.chuanhup.com.sg/agmegm.html.</p> <p>(b) Via email. Shareholders may submit their questions via email at sg.is.proxy@sg.tricorglobal.com.</p>

		<p>(c) By post. Shareholders may submit their questions by post to the Company's Share Registrar, Tricor Barbinder Share Registration Services, at 80 Robinson Road #11-02 Singapore 068898.</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"> • your full name; • your address; and • the manner in which you hold shares in the Company (e.g., via CDP, CPF, SRS and/or scrip). <p>Deadline to submit questions. All questions must be submitted by 10.30 a.m. on 26 October 2021 in order to give the Company sufficient time to process and address the substantial and relevant ones.</p> <p>Addressing questions. 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 http://www.chuanhup.com.sg/agmegm.html and on SGXNet prior to the AGM on 29 October 2021.</p> <p>Minutes of AGM. The Company will publish the minutes of the AGM on the Company's website and on SGXNet.</p>
3.	<p>Submit instruments appointing a proxy to vote</p>	<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 instrument appointing a proxy.</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 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>Manner of appointment. Shareholders can submit an instrument appointing the Chairman of the Meeting as proxy by post or via email.</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 10.30 a.m. on 20 October 2021.</p> <p>Method of submission. 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 #11-02 Singapore 068898; or</p> <p>(b) if submitted electronically:</p> <p>(i) be submitted via email to the Company's Share Registrar at sg.is.proxy@sg.tricorglobal.com,</p> <p>(ii) be submitted via the pre-registration website at http://www.chuanhup.com.sg/agmegm.html</p> <p>in each case, by 10.30 a.m. on 26 October 2021.</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 http://www.chuanhup.com.sg/agmegm.html. and on the SGX website at the URL https://www.sgx.com/securities/company-announcement.</p> <p>Due to the current COVID-19 situation in Singapore, members are strongly encouraged to submit completed proxy forms electronically via email or via the pre-registration website.</p>
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