

**OLD CHANG KEE LTD.**

(Incorporated in the Republic of Singapore)  
(Company Registration Number 200416190W)

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**ANNOUNCEMENT RELATING TO ANNUAL GENERAL MEETING TO BE HELD ON 28 JULY 2022**

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**1. INTRODUCTION**

The Board of Directors (the “**Board**”) of Old Chang Kee Ltd. (the “**Company**”, and together with its subsidiaries, the “**Group**”) refers to the following:-

- (a) 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;
- (b) 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, *inter alia*, provides additional guidance on the conduct of general meetings amid the evolving COVID-19 situation; and
- (c) the notice of the annual general meeting (“**AGM**”) (“**Notice of AGM**”) issued on 6 July 2022 to convene the AGM of the Company for the financial year ended 31 March 2022 to be held on **Thursday, 28 July 2022 at 2.00 p.m.**

**2. DATE OF ANNUAL GENERAL MEETING**

The Board wishes to inform shareholders of the Company (“**Shareholders**”) that pursuant to the Order, the Company will implement alternative arrangements relating to attendance at the AGM by electronic means, submission of questions to the Chairman of the AGM in advance, addressing of substantial and relevant questions prior to the AGM and voting by appointing the Chairman of the AGM as proxy at the AGM.

The Company has today uploaded the following documents in connection with the AGM on (i) SGXNet at <https://www.sgx.com/securities/company-announcements>; and (ii) the Company’s corporate website at <https://www.oldchangkee.com/>:

- (a) the annual report for the financial year ended 31 March 2022 (“**Annual Report**”);
- (b) the Notice of AGM dated 6 July 2022; and
- (c) the proxy form.

**3. NO DESPATCH OF PRINTED COPIES OF DOCUMENTS**

In line with the relevant provisions under the Order, no printed copies of the Annual Report, Notice of AGM and the proxy form will be despatched to Shareholders.

An electronic copy of each of the Annual Report, Notice of AGM and the proxy form has been made available on SGXNet and the Company’s website.

**4. ALTERNATIVE ARRANGEMENTS FOR AGM**

- (a) **No physical attendance**

Due to the current COVID-19 restriction orders in Singapore, Shareholders will not be allowed to attend the AGM in person.

Alternative arrangements have been put in place to allow Shareholders (including those who hold their shares through relevant intermediaries<sup>1</sup>) to participate in the AGM by:

- (i) observing or listening to the AGM proceedings via a “live” audio-visual webcast or “live” audio-only stream (Shareholders who wish to participate as such will have to pre-register in the manner outlined in paragraph 4(b) below);
- (ii) submitting questions in advance of the AGM (please refer to paragraph 4(c) below for further details); and
- (iii) voting by appointing the Chairman of the AGM as proxy at the AGM (please refer to paragraph 4(d) below for further details).

**(b) “Live” webcast and “live” audio-only stream**

The AGM proceedings will be conducted via electronic means. Shareholders will be able to (i) watch these proceedings through a “live” audio-visual webcast via their mobile phones, tablets or computers, or (ii) listen to these proceedings through a “live” audio-only stream via telephone. In order to do the above, Shareholders will have to follow these steps:

- (i) Shareholders (including persons who hold shares through the Central Provident Fund (“**CPF**”) or Supplementary Retirement Scheme (“**SRS**”)) who wish to watch or listen to the “live” audio-visual webcast or “live” audio-only stream must pre-register by 2.00 p.m. on 25 July 2022 (“**Registration Deadline**”), by clicking on the following link and submitting the online registration form at the URL <http://bit.ly/OCK2022AGM> (“**Pre-registration Website**”), to enable the Company to verify their status. Following verification, authenticated Shareholders will receive an email by 12.00 p.m. on 27 July 2022, containing the link and the telephone number through which the live webcast and the audio-only means can be accessed, and the login details and credentials, and will be able to access the “live” audio-visual webcast or “live” audio-only stream of the AGM proceedings (“**Verification Email**”).
- (ii) Shareholders who have pre-registered by the Registration Deadline but do not receive the Verification Email by 12.00 p.m. on 27 July 2022 should contact the Company’s Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, from Monday to Friday, 9 am to 5 pm or by email to [AGM.TeamE@boardroomlimited.com](mailto:AGM.TeamE@boardroomlimited.com) with the following details included: (1) the full name of the Shareholder; and (2) his/her/its identification/registration number. Shareholders are advised to also check the Junk folder of their email in case the emails are directed there instead of the Inbox.
- (iii) Persons who hold shares in the Company through other relevant intermediaries<sup>1</sup> should contact the relevant intermediary through which he/she

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<sup>1</sup> A relevant intermediary is:

- (a) a banking corporation licensed under the Banking Act (Chapter 19) of Singapore or a wholly-owned subsidiary of such a banking corporation, whose business includes the provision of nominee services and who holds shares in that capacity;
- (b) a person holding a capital markets services licence to provide custodial services for securities under the Securities and Futures Act (Chapter 289) of Singapore and who holds shares in that capacity; or
- (c) the Central Provident Fund Board (“**CPF Board**”) established by the Central Provident Fund Act (Chapter 36) of Singapore, in respect of shares purchased under the subsidiary legislation made under that Act providing for the making of investments from the contributions and interest standing to the credit of members of the Central Provident Fund, if the CPF Board holds those shares in the capacity of an intermediary pursuant to or in accordance with that subsidiary legislation.

holds such shares as soon as possible in order for the necessary arrangements to be made for his/her participation in the AGM.

Shareholders **must not** forward the unique link to other persons who are not Shareholders and who are not entitled to attend the AGM. This is also to avoid any technical disruptions or overload to the “live” webcast and “live” audio-only stream.

**(c) Submission of questions**

Shareholders may also submit questions related to the resolutions to be tabled for approval at the AGM.

All questions must be submitted no later than 2.00 p.m. on 14 July 2022 (“**Submission Deadline**”) via any one of the following means:

- (i) via electronic means to the Company, through the Pre-registration Website at the URL <http://bit.ly/OCK2022AGM>;
- (ii) by post lodged with the Company’s Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, at 1 Harbourfront Avenue #14-07 Keppel Bay Tower Singapore 098632; or
- (iii) by email to [finance@oldchangkee.com](mailto:finance@oldchangkee.com).

If the questions are sent through electronic means or by post, the following details must be included with the submitted questions, failing which the submission will be treated as invalid:

- (a) the Shareholder’s full name;
- (b) the Shareholder’s NRIC/Passport ID; and
- (c) the manner in which the shares are held (e.g., via CDP, CPF or SRS).

**In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for Shareholders to submit questions by post, Shareholders are strongly encouraged to submit questions electronically via the Pre-registration Website or by email as stated above.**

The Company will endeavour to address all substantial and relevant questions relating to the agenda of the AGM received from the Shareholders by publishing the responses on the SGXNet and the Company’s website by 22 July 2022, 2.00 pm.

Please note that Shareholders will not be able to ask questions at the AGM and accordingly, it is important for Shareholders to submit their questions by the Submission Deadline.

The Company will publish the minutes of the AGM on SGXNET and the Company’s website within one month after the date of AGM.

**(d) Voting by proxy**

Shareholders will not be able to vote online at the AGM.

**A Shareholder (whether individual or corporate) must appoint the chairman of the AGM (“AGM Chairman”) as his/her/its proxy to vote on his/her/its behalf at the AGM if such Shareholder wishes to exercise his/her/its voting rights at the AGM.** Please note that a Shareholder may not vote at the AGM otherwise than by way of appointing the AGM Chairman as the Shareholder’s proxy.

The AGM Chairman, as proxy, need not be a Shareholder.

Printed copies of the proxy form for the AGM will not be sent to Shareholders. Instead, the proxy form for the AGM will be made available to Shareholders by electronic means via (i) SGXNet at <https://www.sgx.com/securities/company-announcements>; and (ii) the Company's corporate website at <https://www.oldchangkee.com/>.

Shareholders (whether individuals or corporates and including relevant intermediaries<sup>1</sup>) appointing the AGM Chairman as proxy must give specific instructions as to his/her/its manner of voting, or abstentions from voting, in respect of a resolution in the proxy form, failing which the appointment and votes for that resolution will be treated as invalid.

The proxy form must be submitted to the Company no later than 2.00 p.m. on 25 July 2022 (being 72 hours before the time appointed for the AGM) through any one of the following means:

- (a) If submitted by post, be lodged with the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, at 1 Harbourfront Avenue #14-07 Keppel Bay Tower Singapore 098632; or
- (b) if submitted electronically, be submitted via email to the Company's Share Registrar at [AGM.TeamE@boardroomlimited.com](mailto:AGM.TeamE@boardroomlimited.com).

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 in sub-paragraph (a) above, or before scanning and sending it by email to the email address provided in sub-paragraph (b) 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 to the Company so as to reach the Company no later than 2.00 p.m. on 25 July 2022 (being 72 hours before the time appointed for the AGM).

Shareholders who hold their shares through relevant intermediaries<sup>1</sup> and who wish to exercise their votes by appointing the AGM Chairman as proxy should approach their respective relevant intermediaries (including their respective CPF Agent Banks or SRS Operators) to submit their voting instructions at least seven (7) working days prior to the date of the AGM (i.e. by 5:00 p.m. on 18 July 2022) in order to allow sufficient time for their respective CPF Agent Banks or SRS Operators to in turn submit a proxy form to appoint the AGM Chairman to vote on their behalf by the cut-off date.

The instrument appointing the AGM Chairman as proxy must be under the hand of the appointor or of his/her attorney duly authorised in writing. Where the instrument appointing the AGM Chairman as proxy is executed by a corporation, it must be executed either under its common seal or under the hand of its attorney or duly authorised officer, failing which the instrument of proxy may be treated as invalid. Where an instrument appointing the AGM Chairman as proxy is signed on behalf of the appointor by an attorney, the letter or power of attorney or a duly certified copy thereof must (failing previous registration with the Company), if the instrument appointing the AGM Chairman as proxy is submitted by post, be lodged with the instrument of proxy or, if the instrument appointing the AGM Chairman as proxy is submitted electronically via email, be emailed with the instrument of proxy, failing which the instrument may be treated as invalid.

A corporation which is a Shareholder may authorise by resolution of its director or other governing body, such person as it thinks fit to act as its representative at the AGM, in accordance with its constitution and Section 179 of the Companies Act 1967 of Singapore.

The Company shall be entitled to reject the instrument appointing the AGM Chairman as proxy if it is incomplete, improperly completed or illegible or where the true intentions of the appointor are not ascertainable from the instructions of the appointor specified in the instrument appointing the AGM Chairman as proxy.

In the case of Shareholders whose shares are entered against their names in the Depository Register, the Company may reject any instrument appointing the AGM Chairman as proxy lodged or submitted if such Shareholders are not shown to have shares entered against their names in the Depository Register seventy-two (72) hours before the time appointed for holding the AGM, as certified by The Central Depository (Pte) Limited to the Company.

As the COVID-19 situation is still evolving, the Company reserves the right to take such further precautionary measures as may be appropriate up to the date of the AGM, including any precautionary measures required or recommended by the government or any regulatory bodies or government agencies from time to time, in order to curb the spread of COVID-19. Accordingly, the Company may be required to change its AGM arrangements at short notice. Shareholders are advised to closely monitor announcements made by the Company on SGXNet and its corporate website.

The Company would like to thank all Shareholders for their patience and co-operation in enabling the Company to hold its AGM with the optimum safe distancing measures amidst the current COVID-19 pandemic. In the meantime, Shareholders are encouraged to check the SGX website or the Company's website regularly for any updates on the AGM.

By Order of the Board

Name: Lim Tao-E William  
Designation: Chief Executive Officer  
6 July 2022

This announcement has been reviewed by the Company's sponsor, PrimePartners Corporate Finance Pte. Ltd. (the "**Sponsor**"). It has not been examined or approved by the Singapore Exchange Securities Trading Limited (the "**Exchange**") and the Exchange assumes no responsibility for the contents of this document, including the correctness of any of the statements or opinions made or reports contained in this document.

The contact person for the Sponsor is Ms Ng Shi Qing, 16 Collyer Quay, #10-00 Income at Raffles, Singapore 049318, sponsorship@ppcf.com.sg.