



CHIP ENG SENG CORPORATION LTD.
Co. Reg. No. 199805196H

**ANNOUNCEMENT RELATING TO ANNUAL GENERAL MEETING
TO BE HELD ON 23 APRIL 2021**

1. INTRODUCTION

The Board of Directors (the “**Board**”) of Chip Eng Seng Corporation Ltd. (the “**Company**”) refers to:

- (a) the COVID-19 (Temporary Measures) Act 2020 which enables the Minister for Law by order to prescribe alternative arrangements for, amongst others, listed companies in Singapore to conduct general meetings, 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 (the “**Alternative Arrangements Order**”) which sets out the alternative arrangements in respect of, amongst others, general meetings of companies; and
- (c) the latest joint statement issued by the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation on 1 October 2020 which provides updated guidance on the conduct of general meetings via electronic means.

2. DATE OF ANNUAL GENERAL MEETING

The Board wishes to inform shareholders of the Company (“**Shareholders**”) that pursuant to the Alternative Arrangements Order, the Company’s annual general meeting (“**AGM**”) will be held on 23 April 2021 at 10.00 a.m., by way of electronic means.

3. ISSUE OF AGM DOCUMENTS

The Company has today issued the following documents in connection with the AGM:

- (a) the Company’s annual report for the financial year ended 31 December 2020 (“**FY2020 AR**”);
- (b) the appendix dated 8 April 2021 to the FY2020 AR relating to the proposed renewal of the Company’s share purchase mandate to be tabled at the AGM (the “**Appendix**”);
- (c) the notice of the AGM dated 8 April 2021 (the “**Notice of AGM**”); and
- (d) the proxy form,

(collectively, the “**AGM Documents**”).

The Company has today despatched printed copies of a Notification and Request Form (“**Request Form**”), the Notice of AGM and the proxy form to Shareholders.

The Company **will not** be despatching printed copies of the FY2020 AR and the Appendix, unless pursuant to a submitted request. Shareholders who wish to receive a printed copy of the FY2020 AR (with the accompanying Appendix) will be required to complete the Request Form and return it to the Company, c/o In.Corp Corporate Services Pte. Ltd. (formerly known as RHT Corporate Advisory Pte. Ltd.), using the business reply envelope forming part of the Request Form by 15 April 2021.

Electronic copies of the AGM Documents are also available for download or online viewing from:

- (i) the Company's corporate website (www.chipengseng.com.sg):
 - (A) to view the FY2020 AR, please access <https://www.chipengseng.com.sg/investor-relations/annual-reports/>; and
 - (B) to view the other AGM Documents, please access <https://www.chipengseng.com.sg/investor-relations/announcements/> and click on the relevant document uploaded with this announcement on 8 April 2021; and
- (ii) the website of the Singapore Exchange Securities Trading Limited at www.sgx.com ("SGXNET").

You will need an internet browser and PDF reader to view the electronic copies of the AGM Documents.

4. ALTERNATIVE ARRANGEMENTS FOR AGM

(a) No physical attendance

In view of the current COVID-19 restriction orders in Singapore and the related safe distancing measures, the AGM will be held via electronic means only to keep physical interactions and COVID-19 transmission risks to a minimum. Shareholders will therefore NOT be able to attend the AGM in person.

Alternative arrangements are instead put in place to allow Shareholders to participate in the AGM by:

- (i) observing and/or listening to the AGM proceedings by "live" audio-visual webcast or by "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 ahead of the AGM. Please refer to paragraph 4(c) below for further details; and/or
- (iii) voting by proxy at the AGM. Please refer to paragraph 4(d) below for further details.

For CPF and SRS Investment Account Holders, please refer to paragraph 4(e) below for further details. For persons who are holding shares of the Company ("Shares") through relevant intermediaries¹ (other than for CPF and SRS Investment Account Holders), please refer to paragraph 4(f) below for further details.

(b) Attendance via "live" audio-visual webcast or "live" audio-only stream

The AGM proceedings will be conducted via electronic means. Shareholders will be able to observe and/or listen to the AGM proceedings by "live" audio-visual webcast on their mobile phones, tablets or computers or via a "live" audio-only stream on their phones.

In order to do the above, Shareholders will have to follow these steps:

- (i) Shareholders who wish to observe and/or listen to the AGM proceedings by "live" audio-

¹ 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; or
- (b) a person holding a capital markets services licence to provide custodial services under the Securities and Futures Act (Chapter 289 of Singapore) and who holds shares in that capacity; or
- (c) the Central Provident Fund 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 Central Provident Fund Board holds those shares in the capacity of an intermediary pursuant to or in accordance with that subsidiary legislation.

visual webcast or by “live” audio-only stream must pre-register on this website: <https://online.meetings.vision/ces-agm-registration> (the “**CES AGM Website**”), no later than 10.00 a.m. on 20 April 2021 (the “**Registration Deadline**”).

Following authentication of a registrant’s status as Shareholder as at 72 hours before the time appointed for holding the AGM (ie. 10.00 a.m. on 20 April 2021), such Shareholder will receive an email by 10.00 a.m. on 22 April 2021 which will contain:

- (A) if such Shareholder has registered for the “live” audio-visual webcast: the web link to access the “live” audio-visual webcast and the passcode; or
 - (B) if such Shareholder has registered for the “live” audio-only stream: the toll-free telephone number, with webinar id and passcode to access the “live” audio-only stream.
- (ii) Shareholders who have pre-registered by the Registration Deadline but do not receive the aforementioned email by 10.00 a.m. on 22 April 2021 (Shareholders should also check their spam/junk email folder) should contact the Company’s share registrar, In.Corp Corporate Services Pte. Ltd. (formerly known as RHT Corporate Advisory Pte. Ltd.) at shareregistry@incorp.asia, with the following details included: (A) the full name of the Shareholder; and (B) his/her/its identification/passport number or company registration number (as the case may be).

Shareholders are reminded that the AGM proceedings are private. Instructions on access to the “live” audio-visual webcast or “live” audio-only stream of the AGM proceedings should therefore not be shared with anyone who is not a Shareholder or otherwise not authorised to attend the AGM. Recording of the “live” audio-visual webcast or “live” audio-only stream in whatever form is also strictly prohibited.

For optimal user experience, it is recommended that Shareholders use the latest versions of Chrome, Safari, Edge or Firefox on the device which they are using to access the CES AGM Website as well as the “live” audio-visual webcast of the AGM proceedings. Shareholders should ensure that the browser they are using is compatible.

(c) Submission of questions prior to the AGM

Please note that Shareholders will not be able to ask questions at the AGM during the “live” audio-visual webcast or “live” audio-only stream and accordingly, it is important for Shareholders to submit their questions in advance of the AGM.

Shareholders may submit questions related to the resolutions to be tabled for approval at the AGM or the Company’s businesses and operations.

Shareholders who wish to submit questions must ensure that their questions are submitted no later than 10.00 a.m. on 20 April 2021 via any one of the following means:

- (i) the CES AGM Website. Shareholders will have to pre-register for the AGM in order to submit questions via the CES AGM Website;
- (ii) in physical copy by depositing (whether in person or by post) the same at the registered office of the Company at 171 Chin Swee Road, #12-01 CES Centre, Singapore 169877; or
- (iii) by email to ir@chipengseng.com.sg.

If the questions are deposited in physical copy at the Company’s registered office or sent via email, and in either case not accompanied by the completed and executed proxy form, the following details must be included with the submitted questions: (A) the full name of the Shareholder; and (B) his/her/its identification/passport number or company registration number (as the case may be) for verification purposes, failing which the submission will be treated as invalid.

The Company will endeavour to address all substantial and relevant questions relating to the resolutions to be tabled for approval at the AGM or the Company's businesses and operations by publishing its responses to such questions on the Company's corporate website (<https://www.chipengseng.com.sg/investor-relations/announcements/>) and on SGXNET prior to the AGM. If the Company is unable to do so, the Company will address those substantial and relevant questions which have not already been addressed prior to the AGM, during the AGM itself through the "live" audio-visual webcast and "live" audio-only stream.

(d) Voting by proxy

Please note that Shareholders will not be able to vote at the AGM during the "live" audio-visual webcast or "live" audio-only stream.

Shareholders (whether individual or corporate) who wish to vote on the resolutions to be tabled at the AGM must appoint the chairman of the AGM (the "**AGM Chairman**") as their proxy to vote on their behalf at the AGM, in accordance with the instructions on the proxy form.

Such Shareholders appointing the AGM Chairman as proxy must give specific instructions as to his/her/its manner of voting, or abstentions from voting, in the proxy form, failing which the appointment and votes will be treated as invalid.

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

The completed and signed proxy form must be submitted to the Company no later than 10.00 a.m. on 20 April 2021 through any one of the following means:

- (i) via the CES AGM Website. Please click on the "Download Proxy Form" button to download or print the proxy form. The submission can be done using the "Proxy Form Submission" button. Shareholders may submit the proxy form via the CES AGM Website without having to pre-register for the AGM;
- (ii) by depositing (whether in person or by post) a physical copy at the registered office of the Company at 171 Chin Swee Road, #12-01 CES Centre, Singapore 169877; or
- (iii) by sending a scanned PDF copy by email to ir@chipengseng.com.sg.

If any Shareholder has made multiple submissions of the proxy form, the submission last received by the Company will be treated as the final submission.

(e) CPF and SRS Investment Account Holders

CPF and SRS Investment Account Holders who wish to participate in the AGM by:

- (i) observing and/or listening to the AGM proceedings by "live" audio-visual webcast or by "live" audio-only stream, must pre-register on the CES AGM Website in the manner outlined in paragraph 4(b) above;
- (ii) submitting questions ahead of the AGM, must submit their questions in the manner outlined in paragraph 4(c) above; and/or
- (iii) exercising their votes in respect of the resolutions to be tabled at the AGM, must appoint the AGM Chairman as proxy. To submit their voting instructions, CPF and SRS Investment Account Holders should contact their respective CPF Agent Banks or SRS Approved Banks through which they hold their Shares as soon as possible, and in any case at least seven (7) working days prior to the date of the AGM. **The proxy form referred to in paragraph 4(d) above is NOT valid for use by CPF and SRS Investment Account Holders and will be treated as invalid for all intents and purposes if used or purported to be used by such account holders.**

(f) Persons holding Shares through relevant intermediaries² (other than CPF/SRS Investment Account Holders)

Persons who hold Shares through relevant intermediaries (other than for CPF and SRS Investment Account Holders) will **NOT** be able to pre-register for the AGM via the CES AGM Website, as it is not possible for the Company to verify their status as Shareholder.

Such persons who wish to participate in the AGM should contact their relevant intermediaries through which they hold their Shares as soon as possible, so that the necessary arrangements can be made through such relevant intermediaries for such persons to attend the AGM via the “live” audio visual webcast or the “live” audio-only stream. Arrangements will also have to be made through such relevant intermediaries for such persons to submit questions and/or exercise their votes in respect of the resolutions to be tabled at the AGM.

In particular, such persons who wish to exercise their votes by appointing the AGM Chairman as proxy should approach their relevant intermediaries at least seven (7) working days prior to the date of the AGM to make the necessary arrangements.

5. CONCLUDING REMARKS

As the COVID-19 situation is constantly evolving, the Company has to implement measures to take into account the requirements, guidelines and recommendations of regulatory bodies and government agencies from time to time. 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.

The Company would like to thank all Shareholders for their understanding and co-operation in enabling the Company to hold its AGM with the optimum safe management measures amidst the current COVID-19 pandemic.

For more information, Shareholders can also refer to the FAQs on the CES AGM Website by clicking on the “FAQs” button. The CES AGM Website will be accessible only up to 10.00 a.m. on 20 April 2021.

By Order of the Board
Chia Lee Meng Raymond
Executive Director and Group Chief Executive Officer
8 April 2021

² 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; or
- (b) a person holding a capital markets services licence to provide custodial services under the Securities and Futures Act (Chapter 289 of Singapore) and who holds shares in that capacity; or
- (c) the Central Provident Fund 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 Central Provident Fund Board holds those shares in the capacity of an intermediary pursuant to or in accordance with that subsidiary legislation.