



ANNUAL GENERAL MEETING SCHEDULED TO BE HELD ON 23 APRIL 2021

1. Background

Hwa Hong Corporation Limited (the “**Company**”) refers to the Company’s Notice of Annual General Meeting (“**AGM**”) dated 5 April 2021 on the Company’s AGM for the financial year ended 31 December 2020 (“**FY2020**”).

2. Date, Time and Conduct of the AGM

The Company is pleased to announce that its AGM for FY2020 will be convened and held by way of electronic means on **Friday, 23 April 2021 at 10.00 a.m. (Singapore time)** 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.

3. FY2020 Annual Report

The FY2020 Annual Report was despatched to members on Monday, 5 April 2021 and has also been published on the SGXNet at URL <https://www.sgx.com/securities/annual-reports-related-documents>. A copy of the FY2020 Annual Report was also made available at the Company’s Website at URL <http://hwahongcorp.com/investorrelations/>.

4. Questions

Members will not be able to ask questions during the live audio-visual webcast or live audio-only stream of the AGM, and therefore it is important for members to pre-register and submit their questions (if any) in advance of the AGM.

The link for the submission of questions will be sent to members solely by electronic means via publication on the SGXNet at URL <https://www.sgx.com/securities/company-announcements> on Monday, 5 April 2021.

5. No Personal Attendance at the AGM

In light of the current Covid-19 measures in Singapore and the Company’s effort to minimise physical interactions and risk of community spread of Covid-19, a member will not be able to attend the AGM in person.

6. Alternative Arrangements for the Participation at the AGM

Members may participate at 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 the members’ behalf at the AGM.

Details of the steps and deadlines for pre-registration, submission of questions in advance and voting at the AGM are set out in Paragraph 9 below and the Appendix to this announcement.

7. Persons Who Hold Shares Through Relevant Intermediaries

Persons who hold shares of the Company through relevant intermediaries (as defined in Section 181 of the Companies Act, Chapter 50 of Singapore), including Central Provident Fund (“CPF”) or Supplementary Retirement Scheme (“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 (which would include, in the case of CPF and SRS investors, their respective CPF Agent Banks and SRS Operators) through which they hold such shares as soon as possible and in any case, by 5.00 p.m. on Tuesday, 13 April 2021 in order for the necessary arrangements to be made for their participation in the AGM.**

8. Record and Payment Dates for Final Ordinary Dividend

Subject to the approval of the members to the final ordinary dividend at the AGM, the Share Transfer Books and Register of Members of the Company will be closed on Tuesday, 4 May 2021 for the preparation of dividend warrants of one-tier tax exempt final ordinary dividend of 1.0 cent per ordinary share. The dividend, if approved by members, will be paid on Wednesday, 19 May 2021.

Duly completed registrable transfers received by the Company’s Share Registrars, Boardroom Corporate & Advisory Services Pte. Ltd., 50 Raffles Place, #32-01 Singapore Land Tower, Singapore 048623 up to 5.00 p.m. on Monday, 3 May 2021 will be registered before entitlements to the dividend are determined. In respect of shares in securities accounts with The Central Depository (Pte) Limited (“CDP”), the said dividend will be paid by the Company to CDP which will in turn distribute the dividend entitlements to holders of shares in accordance with its practice.

9. Key Dates / Deadlines

In summary, the key dates / deadlines which members should take note of are set out in the table below:

Key Dates	Descriptions
5 April 2021 (Monday)	A member may begin to: <ul style="list-style-type: none">Pre-register at https://smartagm.sg/hcagm2021 for live audio-visual webcast or live audio-only stream of the AGM proceedings; andSubmit questions (if any) in advance at https://smartagm.sg/hcagm2021.
By 5.00 p.m. on 13 April 2021 (Tuesday)	Deadline for CPF and/or SRS investors who wish to appoint the Chairman of the Meeting as proxy to approach their respective CPF Agent Banks and/or SRS Operators to submit their votes.
By 10.00 a.m. on 20 April 2021 (Tuesday)	Deadline for members to: <ul style="list-style-type: none">Pre-register for live audio-visual webcast / live audio-only stream of the AGM proceedings; andSubmit questions in advance (if any) during pre-registration.
By 10.00 a.m. on 21 April 2021 (Wednesday)	Deadline for members to submit proxy form.
22 April 2021 (Thursday)	Authenticated members will receive an email which will contain user ID and password details, as well as the link to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings (the “ Confirmation Email ”). Members who do not receive the Confirmation Email on 22 April 2021 but have registered by 20 April 2021 deadline, should contact the Company’s Share Registrar via email at

Key Dates	Descriptions
	srs.teamb@boardroomlimited.com .
Date and time of AGM - 10.00 a.m. on 23 April 2021 (Friday)	<ul style="list-style-type: none"> ▪ Click on the link in the Confirmation Email and enter the user ID and password to access the live audio-visual webcast of the AGM proceedings; or ▪ Call the toll-free telephone number in the Confirmation Email to access the live audio-only stream of the AGM proceedings.
5.00 p.m. on 3 May 2021 (Monday)	Record date for determining entitlements to final ordinary dividend (subject to members' approval at the AGM).
19 May 2021 (Wednesday)	Payment date for final ordinary dividend (subject to members' approval at the AGM).

10. Further Information

Members who observe the AGM proceedings are reminded that the AGM is private. Invitation to member to attend the AGM via audio-visual webcast and audio-only stream shall not be forwarded to anyone who is not a member of the Company or who is not authorised to attend the AGM. **RECORDING OF THE AGM PROCEEDINGS** in whatever form is also **STRICTLY PROHIBITED**.

The Company seeks members' patience and understanding during the AGM proceedings in the event of any technical disruptions.

The Company would like to thank all members for your patience and co-operation in enabling the Company to hold its AGM with the optimum safe distancing measures amidst the current Covid-19 pandemic.

BY ORDER OF THE BOARD

Lee Soo Wei
Chief Financial Officer

5 April 2021

APPENDIX

Steps for Pre-Registration, Submission of Questions in Advance, and Voting at the AGM

Members will be able to observe the AGM proceedings through a live audio-visual webcast via mobile phones, tablets or computers or listen to these proceedings through a live audio-only stream via telephone, submit questions (if any) in advance of the AGM and voting by appointing the Chairman of the Meeting as proxy to attend, speak and vote on his/her/their behalf at the AGM.

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

Matters	Details
Pre-Registration	<p>Members must pre-register at the pre-registration website at https://smartagm.sg/hhcagm2021 from 5 April 2021, Monday till 10.00 a.m. by 20 April 2021, Tuesday to enable the Company to verify his/her/their status as members. Members are encouraged to pre-register early from 5 April 2021, Monday.</p> <p>Following the verification, authenticated members will receive an email on 22 April 2021, Thursday (the “Confirmation Email”).</p> <p>The Confirmation Email will contain user ID and password details as well as the link to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings.</p> <p>Members who do not receive the Confirmation Email on 22 April 2021, Thursday but have registered by the 20 April 2021, Tuesday deadline, should contact the Company’s Share Registrar via email at srs.teamb@boardroomlimited.com.</p> <p>Persons who hold shares of the Company through relevant intermediaries (as defined in Section 181 of the Companies Act, Chapter 50 of Singapore), including CPF or SRS investors who wish to pre-register should approach their respective CPF Agent Banks or SRS Operators by 5.00 p.m. on 13 April 2021, Tuesday.</p>
Submission of Questions (if any) in Advance	<p>Members will not be able to ask questions during the live audio-visual webcast or live audio-only stream of the AGM, and therefore it is important for members to pre-register and submit their questions (if any) in advance of the AGM.</p> <p>If members have any questions in relation to any resolution tabled for approval at the AGM, members must submit the questions through the pre-registration website at https://smartagm.sg/hhcagm2021 upon registration for the live webcast of the AGM.</p> <p>The Company will address substantial questions relating to the resolutions to be tabled for approval at the AGM through live webcast and the Company’s corporate website.</p> <p><u>Deadline for Submission of Questions</u> All questions must be submitted by 10.00 a.m. on 20 April 2021, Tuesday.</p>

	<p>Persons who hold shares of the Company through relevant intermediaries (as defined in Section 181 of the Companies Act, Chapter 50 of Singapore), including CPF or SRS investors who wish to submit questions should approach their respective CPF Agent Banks or SRS Operators by 5.00 p.m. on 13 April 2021, Tuesday.</p>
<p>Submission of Proxy Form</p>	<p><u>Appointment of Chairman of the Meeting as Proxy</u></p> <p>A member (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 shall appoint the Chairman of the Meeting as his/her/its proxy to attend, speak and vote on his/her/its behalf at the AGM, in accordance with the instructions on the proxy form.</p> <p><u>Specific Voting Instructions</u></p> <p>Where a member (whether individual or corporate) appointing the Chairman of the Meeting as his/her/its proxy, he/she/it should give specific instructions as to voting (i.e. vote for or vote against), or abstentions from voting, in respect of a resolution in the proxy form, failing which the appointment of the Chairman of the Meeting as proxy for that resolution will be treated as invalid.</p> <p><u>Submission of Proxy Forms</u></p> <p>The instrument appointing the Chairman of the Meeting as proxy must be submitted to the Company in the following manner:</p> <ul style="list-style-type: none"> (i) if submitted by post, be deposited at the Registered Office of the Company at 38 South Bridge Road, #03-01, Singapore 058672; or (ii) if submitted electronically, be submitted via email to secretariat@hwahongcorp.com, <p>in either case, at least forty-eight (48) hours (i.e. by 10.00 a.m. on 21 April 2021, Wednesday) before the time appointed for holding the AGM.</p> <p>A member 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 above, or before scanning and sending it by email to the email address provided above).</p> <p>In view of the current Covid-19 situation and the related safe distancing measures which may make it difficult for members to submit the completed proxy forms by post, members are <u>strongly encouraged</u> to submit the completed proxy forms electronically via email.</p> <p>Persons who hold shares of the Company through relevant intermediaries (as defined in Section 181 of the Companies Act, Chapter 50 of Singapore), including CPF or 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 5.00 p.m. on 13 April 2021, Tuesday.</p>