

ANNUAL GENERAL MEETING TO BE HELD ON 24 APRIL 2023

1. INTRODUCTION

The Board of Directors (the “**Board**”) of G. K. Goh Holdings Limited (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 listed companies in Singapore to convene, hold or conduct general meetings;
- (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 “**Order**”) which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and
- (c) 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, 1 October 2020 and 4 February 2022), read together with the FAQs on “The Holding of General Meetings” issued by Singapore Exchange Regulation on 23 May 2022, which provides guidance on the conduct of general meetings amid the evolving COVID-19 situation.

2. DATE, TIME AND PLACE OF THE ANNUAL GENERAL MEETING

The Company wishes to announce that its Thirty-fourth Annual General Meeting (the “**AGM**”) will be held in a wholly physical format at Orchard Ballroom 3, Orchard Hotel Singapore, 442 Orchard Road, Singapore 238879 on **Monday, 24 April 2023 at 10.00 a.m.** (Singapore time), pursuant to the Order. **There will be no option to participate virtually.**

3. NOTICE OF AGM AND PROXY FORM

The Notice of AGM and Proxy Form for the AGM (the “**Proxy Form**”) will be sent to shareholders by electronic means via publication on the Company’s website at the URL <https://www.gkgoh.com/investor.aspx> and on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

In addition, printed copies of the Notice of AGM and Proxy Form will be sent by post to shareholders.

4. ARRANGEMENTS FOR PARTICIPATION IN THE AGM

Shareholders, including CPF and SRS investors, may participate in the AGM by:

- (a) attending the AGM in person;
- (b) submitting questions to the Chairman of the Meeting in advance of, or at, the AGM; and/or
- (c) voting at the AGM (i) themselves; or (ii) through duly appointed proxy(ies).

Details of the steps for registration, submission of questions and voting at the AGM by shareholders, including CPF and SRS investors, are set out below:

1) **Attend in person at the AGM**

Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies can attend the AGM in person. They will first need to register personally at the registration counter(s) outside the AGM venue on the day of the event, and should bring along their NRIC/passport to enable the Company to verify their identity for entry to, and (where applicable) be provided with a handheld device for electronic voting at, the physical meeting.

Registration will commence at 9.00 a.m.. Shareholders are advised not to attend the AGM if they are feeling unwell.

2) **Submit questions in advance of, or at, the AGM**

Shareholders, including CPF and SRS investors, can submit questions in advance of, or at, the AGM.

Submitting questions in advance of the AGM. Shareholders, including CPF and SRS investors, may submit substantial and relevant questions related to the resolutions to be tabled for approval at the AGM to the Chairman of the Meeting, in advance of the AGM, in the following manner:

- **Via email.** Shareholders may submit their questions via email to GKGoh-AGM2023@boardroomlimited.com.
- **By post.** Shareholders may submit their questions by post to the Company, at 11 North Buona Vista Drive, #08-08 The Metropolis Tower 2, Singapore 138589.

When submitting questions via email or by post, shareholders should provide the Company with the following details to enable the Company to verify their status as shareholders: (i) the shareholder's full name (as per CDP/CPF/SRS/Scip-based records); (ii) the last four alphanumeric characters of the shareholder's NRIC/FIN/Passport No./UEN; (iii) the shareholder's address; and (iv) the manner in which the shareholder holds his/her/its shares in the Company (e.g., CDP/CPF/SRS and/or scrip-based).

Deadline for submitting questions in advance of the AGM. All questions submitted in advance of the AGM via any of the above channels must be received by the Company by **5.00 p.m. on Monday, 10 April 2023**.

Asking questions at the AGM. Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies may also ask the Chairman of the Meeting substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, at the AGM itself.

Addressing questions. The Company will address all substantial and relevant questions received from shareholders by the 10 April 2023 submission deadline by publishing its responses to such questions on the Company's website and on the SGX website prior to the AGM.

The Company will address any subsequent clarifications sought, or substantial and relevant follow-up questions (which are related to the resolutions to be tabled for approval at the AGM) received after the 10 April 2023 submission deadline which have not already been addressed prior to the AGM, as well as those substantial and relevant questions received at the AGM, at the AGM itself. Where substantially similar questions are received, the Company will consolidate such questions and consequently not all questions may be individually addressed.

Minutes of AGM. The Company will publish the minutes of the AGM on the Company's website and on the SGX website, and the minutes will include the responses to substantial and relevant questions and clarifications from shareholders (if any) which are addressed during the AGM.

3) Vote in person, or appoint proxy(ies) to vote, at the AGM

Shareholders can vote at the AGM themselves or through duly appointed proxy(ies)¹. Please refer to paragraph 1) above regarding registration in person at the AGM venue.

Shareholders who wish to appoint a proxy(ies) must submit an instrument appointing a proxy(ies).

Submission of instruments appointing a proxy(ies). The instrument appointing a proxy(ies) must be submitted to the Company in the following manner:

- if submitted by post, be deposited at the office of the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd. at 1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632; or
- if submitted electronically, be submitted via email to GKGOH-AGM2023@boardroomlimited.com,

in either case, by **10.00 a.m. on Friday, 21 April 2023.**

A shareholder who wishes to submit an instrument appointing a proxy(ies) can either use the printed copy of the Proxy Form which is sent to him/her/it by post or download a copy of the Proxy Form from the Company's website or the SGX website, and complete and sign the Proxy Form, before submitting it by post to the address provided above, or before scanning and submitting it by email to the email address provided above.

Deemed revocation of proxy appointment if shareholder attends the AGM in person. Completion and submission of the instrument appointing a proxy(ies) by a shareholder will not prevent him/her from attending, speaking and voting at the AGM if he/she so wishes. The appointment of a proxy(ies) for the AGM shall be deemed to be revoked if the shareholder attends the AGM in person, and in such event, the Company reserves the right to refuse to admit any person or persons appointed under the relevant instrument appointing a proxy(ies), to the AGM.

CPF and SRS Investors. CPF and SRS investors:

- may vote at the AGM if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators, and should contact their respective CPF Agent Banks or SRS Operators as soon as practicable if they have any queries regarding their appointment as proxies; or
- may appoint the Chairman of the Meeting as proxy to vote on their behalf at the AGM, in which case, they should approach their respective CPF Agent Banks or SRS Operators to submit their votes by **5.00 p.m. on Wednesday, 12 April 2023.**

5. PERSONS WHO HOLD SHARES THROUGH RELEVANT INTERMEDIARIES

Persons who hold shares in the Company through relevant intermediaries (as defined in Section 181 of the Companies Act 1967), other than CPF and SRS investors, and who wish to participate in the AGM by:

¹ For the avoidance of doubt, CPF and SRS investors will not be able to appoint third party proxy(ies) (i.e., persons other than the Chairman of the Meeting) to attend, speak and/or vote at the AGM on their behalf.

- (a) attending the AGM in person;
- (b) submitting questions to the Chairman of the Meeting in advance of, or at, the AGM; and/or
- (c) voting at the AGM (i) themselves, or (ii) by appointing the Chairman of the Meeting as proxy in respect of the Company's shares held by such relevant intermediary 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.

6. KEY DATES/DEADLINES

The key dates/deadlines which shareholders should take note of are set out in the table below:

Key dates	Actions
5.00 p.m. on 10 April 2023 (Monday)	Deadline for shareholders to submit substantial and relevant questions to the Chairman of the Meeting in advance of the AGM.
5.00 p.m. on 12 April 2023 (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.
10.00 a.m. on 21 April 2023 (Friday)	Deadline for shareholders to submit instruments appointing a proxy(ies).
After trading hours on 21 April 2023 (Friday)	Shareholders may access the Company's published responses to the substantial and relevant questions submitted by shareholders in advance of the AGM on the Company's website and the SGX website.
Date and time of the AGM 10.00 a.m. on 24 April 2023 (Monday) Registration commences at 9.00 a.m.	Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies may attend the AGM in person at Orchard Ballroom 3, Orchard Hotel Singapore, 442 Orchard Road, Singapore 238879. There will be no option to participate virtually. They will need to bring along their NRIC/passport to enable the Company to verify their identity for entry to, and (where applicable) be provided with a handheld device for electronic voting at, the physical meeting.

Note: All references above to a time of a day are made by reference to Singapore time.

7. ANNUAL REPORT AND LETTER TO SHAREHOLDERS

The Company's Annual Report for the financial year ended 31 December 2022 (the "**Annual Report**") and the Letter to Shareholders dated 31 March 2023 in relation to the proposed renewal of the share purchase mandate ("**Letter to Shareholders**") have been published on the Company's website at the URL <https://www.gkgoh.com/investor.aspx>, and may be accessed as follows:

- (a) To access the Annual Report, click on the "Financial Reports" section, followed by "2022", followed by the hyperlink "FY2022".

(b) To access the Letter to Shareholders, click on the “SGX Announcements” section, followed by “2023”, followed by the hyperlink “Letter to Shareholders” against the row “31 Mar”.

The above documents may also be accessed on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

Shareholders may request for printed copies of the Annual Report and the Letter to Shareholders by completing and submitting the Request Form sent by post to shareholders together with printed copies of the Notice of AGM and Proxy Form.

8. IMPORTANT REMINDERS

Shareholders are reminded that the AGM is a private event. **RECORDING OF THE AGM PROCEEDINGS IS STRICTLY PROHIBITED.**

The Company may be required to change its arrangements for the AGM at short notice. Shareholders are requested to check the Company’s website or the SGX website for the latest updates on the status of the AGM.

By Order of the Board

Ngiam May Ling
Thomas Teo Liang Huat
Company Secretaries

31 March 2023