

SINGAPORE POST LIMITED

(Incorporated in the Republic of Singapore)
Company Registration No. 199201623M

ANNOUNCEMENT

ELECTRONIC DESPATCH OF CIRCULAR AND ALTERNATIVE ARRANGEMENTS RELATING TO THE EXTRAORDINARY GENERAL MEETING TO BE HELD ON 26 NOVEMBER 2021

Where capitalised terms are used in this announcement and not otherwise defined, such capitalised terms shall bear the same meanings as ascribed to them in the Circular and in the announcements made by Singapore Post Limited on 19 October 2020, 7 December 2020, 31 December 2020, 5 March 2021 and 8 October 2021 relating to the Acquisition of Shares in Freight Management Holdings Pty Ltd.

1. Introduction

Singapore Post Limited (“**SingPost**” or the “**Company**”) refers:

- (i) the announcements dated 19 October 2020, 7 December 2020, 31 December 2020 and 5 March 2021 issued by the Company in relation to the SingPost Group’s proposed acquisition of shares in Freight Management Holdings Pty Ltd (“**FMH**”);
- (ii) the announcement dated 8 October 2021 issued by the Company in relation to the revised terms of the SingPost Group’s proposed acquisition of shares in FMH; and
- (iii) the relevant laws and regulations prescribing alternative arrangements for listed entities in Singapore to conduct general meetings by electronic means.¹

2. Electronic Despatch of the Circular to Shareholders

The Company wishes to announce that it has today despatched to the shareholders a circular containing details of the SingPost Group’s proposed acquisition of shares in FMH (the “**Circular**”), by electronic means via publication on the website of the Singapore Exchange Securities Trading Limited (the “**SGX-ST**”) at the URL www.sgx.com/securities/company-announcements and the website of the Company at the URL <https://www.singpost.com/about-us/investor-relations/shareholder-meetings>.

¹ Reference is made to: (i) the COVID-19 (Temporary Measures) Act 2020 (No.14 of 2020) which enables the Minister for Law by order to prescribe alternative arrangements for listed entities in Singapore to, *inter alia*, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means; (ii) the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and (iii) the Joint Statement by the Accounting and Corporate Regulatory Authority, the Monetary Authority of Singapore and the Singapore Exchange Regulation of 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020, 1 October 2020 and 9 April 2021) which provides additional guidance on the conduct of general meetings amid the continuing COVID-19 situation, until the COVID-19 Order is revoked or amended by the Ministry of Law.

The Circular contains, *inter alia*, the following:

- (i) details of the proposed acquisition of 2,294 ordinary shares in the capital of FMH, representing approximately 13% of the total issued share capital of FMH, and the proposed grant of put options to certain shareholders of FMH (the “**Proposed Transactions**”);
- (ii) the notice of the extraordinary general meeting of shareholders (the “**EGM**”, and such notice, the “**Notice of EGM**”), to be convened and held on **Friday, 26 November 2021** at **2.30 p.m.** (Singapore time) by way of electronic means, for the purpose of considering and, if thought fit, passing, with or without modifications, the resolution relating to the Proposed Transactions referred to in the Notice of EGM; and
- (iii) the accompanying proxy form for the EGM (the “**Proxy Form**”).

In line with the current COVID-19 restriction orders in Singapore, **no printed copies of the Circular will be despatched to the shareholders.**

Electronic copies of the Circular (enclosing the Notice of EGM and the Proxy Form) are available on:

- (a) the website of the SGX-ST at URL www.sgx.com/securities/company-announcements; and
- (b) the website of the Company at URL <https://www.singpost.com/about-us/investor-relations/shareholder-meetings>.

A shareholder will need an internet browser and PDF reader to view these documents on the websites of the SGX-ST and the Company.

3. Date, time and conduct of EGM

The Company is pleased to announce that 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 (the “**COVID-19 Order**”), the EGM will be convened and held by way of electronic means on **Friday, 26 November 2021** at **2.30 p.m.** (Singapore time).

Our Chairman, Mr Simon Israel, will conduct the proceedings of the EGM.

4. No personal attendance at the EGM

As a precautionary measure due to the current COVID-19 situation in Singapore, **shareholders will not be able to attend the EGM in person.**

5. Alternative arrangements for participation in the EGM

Shareholders may participate in the EGM by:

- (i) observing and/or listening to the EGM proceedings via live audio-visual webcast or live audio-only stream;
- (ii) submitting questions in advance of and/or live at the EGM; and/or
- (iii) appointing the Chairman of the EGM as proxy to attend, speak and vote on their behalf at the EGM.

Details of the steps for pre-registration, submission of questions and voting at the EGM 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 EGM as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes by **5.00 p.m. on 16 November 2021**. There will be no live voting at the EGM.

6. Persons who hold shares through relevant intermediaries

Persons who hold SingPost 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 EGM by:

- (i) observing and/or listening to the EGM proceedings via live audio-visual webcast or live audio-only stream;
- (ii) submitting questions in advance of and/or live at the EGM; and/or
- (iii) appointing the Chairman of the EGM as proxy to attend, speak and vote on their behalf at the EGM,

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 EGM.

7. Key dates/deadlines

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

Key Dates / Deadlines	Actions
11 November 2021 (Thursday)	Shareholders, CPF and SRS investors may begin to pre-register at the URL https://www.singpost.com/egm2021 for the live audio-visual webcast or live audio-only stream of the EGM proceedings.

Key Dates / Deadlines	Actions
5.00 p.m. on 16 November 2021 (Tuesday)	CPF and SRS investors who wish to appoint the Chairman of the EGM as proxy must approach their respective CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 16 November 2021 .
2.30 p.m. on 23 November 2021 (Tuesday)	Deadline for shareholders to: <ul style="list-style-type: none"> • pre-register for live audio-visual webcast or live audio-only stream of the EGM proceedings; • submit questions in advance; and • submit instruments appointing the Chairman of the EGM as proxy.
By 2.30 p.m. on 25 November 2021 (Thursday)	Authenticated shareholders will receive an email which will contain instructions on how to access the live audio-visual webcast and the live audio-only stream of the EGM proceedings (the " Confirmation Email "). Shareholders who do not receive the Confirmation Email by 2.30 p.m. on 25 November 2021 but have registered by the deadline on 23 November 2021 should contact the Company's Share Registrar, M & C Services Private Limited, via email at GPE@mncsingapore.com or alternatively, call +65 6228 0506 between 9.30 a.m. and 5.00 p.m. on Thursday, 25 November 2021 or between 9.30 a.m. and 2.15 p.m. on Friday, 26 November 2021 for assistance.
Date and Time of the EGM 2.30 p.m. on 26 November 2021 (Friday)	Authenticated shareholders may access: <ul style="list-style-type: none"> • the live audio-visual webcast; or • the live audio-only stream of the EGM proceedings by following the instructions in the Confirmation Email.

8. Important reminder

Due to the constantly evolving COVID-19 situation in Singapore, the Company may be required to change the arrangements for the EGM at short notice. Shareholders should check the SGX website at the URL <https://www.sgx.com/securities/company-announcements> or the Company's website at the URL <https://www.singpost.com/about-us/investor-relations/shareholder-meetings> for the latest updates on the status of the EGM.

SingPost would like to thank all shareholders for their co-operation in enabling us to hold our EGM with the optimum safe distancing measures amid the ongoing COVID-19 pandemic.

Issued by Singapore Post Limited on 11 November 2021.

APPENDIX

Steps for pre-registration, submission of questions and voting at the EGM

Authenticated shareholders will be able to observe and/or listen to the EGM proceedings through a live audio-visual webcast or live audio-only stream via their mobile phones, tablets or computers, submit questions in advance of, or live at, the EGM and/or vote by appointing the Chairman of the EGM as proxy.

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

No.	Steps	Details
1.	Pre-registration	<p>Shareholders, including CPF and SRS investors, who wish to observe and/or listen to the EGM proceedings must pre-register at the pre-registration website at the URL https://www.singpost.com/egm2021 from now till 2.30 p.m. on Tuesday, 23 November 2021 to enable SingPost to verify their status as shareholders. Pre-registrations received after the deadline will not be processed.</p> <p>Following the verification, authenticated shareholders will receive an email by 2.30 p.m. on Thursday, 25 November 2021. The email will contain instructions on how to access the live audio-visual webcast and the live audio-only stream of the EGM proceedings.</p> <p>Shareholders who do not receive an email by 2.30 p.m. on Thursday, 25 November 2021, but have registered by the Tuesday, 23 November 2021 deadline, should contact our Share Registrar, M & C Services Private Limited, via email at GPE@mncsingapore.com or alternatively, call +65 6228 0506 between 9.30 a.m. and 5.00 p.m. on Thursday, 25 November 2021 or between 9.30 a.m. and 2.15 p.m. on Friday, 26 November 2021 for assistance.</p>
2.	Submission of questions in advance of, or live at, the EGM	<p>Shareholders, including CPF and SRS investors, can submit questions in advance of, or live at, the EGM.</p> <p>Submission of substantial and relevant questions in advance. Shareholders, including CPF and SRS investors, can submit substantial and relevant questions related to the resolutions to be tabled for approval at the EGM to the Chairman of the EGM, in advance of the EGM, in the following manner:</p> <p>(a) Via pre-registration website. Shareholders who pre-register to observe and/or listen to the EGM proceedings may submit their questions via the pre-registration website at the URL https://www.singpost.com/egm2021.</p>

No.	Steps	Details
		<p>(b) Via email. Shareholders may submit their questions via email to egm2021@singpost.com.</p> <p>(c) By post. Shareholders may submit their questions by post to the Company's Share Registrar, M & C Services Private Limited, at 112 Robinson Road, #05-01, Singapore 068902.</p> <p>When submitting 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 SingPost (e.g., via CDP, CPF/SRS and/or scrip). <p>Deadline to submit questions in advance. All questions submitted in advance via any of the above channels must be received by 2.30 p.m. on 23 November 2021.</p> <p>Submission of substantial and relevant questions live at the EGM. Shareholders, including CPF and SRS investors, who have pre-registered to observe and/or listen to the EGM proceedings can also ask the Chairman of the EGM substantial and relevant questions related to the resolutions to be tabled for approval at the EGM, live at the EGM, by typing in and submitting their questions through text-based Questions & Answers communication function via the audio-visual webcast platform. Shareholders will not be able to ask questions live at the EGM via the audio-only stream of the EGM proceedings.</p> <p>Addressing questions. We will address substantial and relevant questions related to the resolutions to be tabled for approval at the EGM, as received from shareholders prior to the EGM, either before or during the EGM. Where substantial and relevant questions are addressed before the EGM, we will publish the responses to these questions on our corporate website at the URL https://www.singpost.com/about-us/investor-relations/shareholder-meetings and on SGXNET. During the EGM itself, we will endeavour to address as many substantial and relevant questions related to the resolutions to be tabled for approval at the EGM which have not already been addressed prior to the EGM, as well as those received live at the EGM itself, as we can. Where substantially similar questions are received, we will consolidate such questions and consequently not all questions may be individually addressed.</p>

No.	Steps	Details
		<p>Minutes of EGM. We will publish the minutes of the EGM on our corporate website and on SGXNET, and the minutes will include the responses to substantial and relevant questions from shareholders which are addressed during the EGM.</p>
3.	<p>Submit instruments appointing Chairman of the EGM as proxy to vote</p>	<p>Shareholders will not be able to vote at the EGM live during the audio-visual webcast or audio-only stream of the EGM proceedings. Shareholders (whether individual or corporate) who pre-register to observe and/or listen to the EGM proceedings and wish to vote on the resolutions to be tabled at the EGM must appoint the Chairman of the EGM as their proxy to attend, speak and vote on their behalf at the EGM, 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 EGM 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 EGM as proxy for that resolution will be treated as invalid.</p> <p>Submission of instruments of proxy. The instrument appointing the Chairman of the EGM as proxy must be submitted in the following manner:</p> <p>(a) if submitted by post, be lodged with the Company's Share Registrar, M & C Services Private Limited, at 112 Robinson Road, #05-01, Singapore 068902; or</p> <p>(b) if submitted electronically, be submitted via email to the Company's Share Registrar at GPE@mncsingapore.com,</p> <p>in either case, by 2.30 p.m. on 23 November 2021.</p> <p>A shareholder who wishes to submit an instrument of proxy 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>Due to the current COVID-19 situation in Singapore, shareholders are strongly encouraged to submit completed proxy forms electronically via email.</p>

No.	Steps	Details
		CPF and SRS investors who wish to appoint the Chairman of the EGM as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 16 November 2021.