

SINGAPORE POST LIMITED

("SingPost" or the "Company")
(Incorporated in the Republic of Singapore)

MINUTES OF THE 29TH ANNUAL GENERAL MEETING ("AGM") OF SINGAPORE POST LIMITED HELD ON THURSDAY, 15 JULY 2021 AT 2.30 P.M. BY WAY OF ELECTRONIC MEANS

PRESENT

In person

Mr Simon Israel Chairman

Mrs Fang Ai Lian Lead Independent Director, Chairman of Audit

Committee and Nomination and Corporate

Governance Committee

Via live webcast

Mr Steven Robert Leonard Director, Chairman of Board Risk and Technology

Committee

Mr Bob Tan Beng Hai Director, Chairman of Compensation Committee

Mr Chen Jun Director
Ms Chu Swee Yeok Director
Ms Elizabeth Kong Sau Wai Director
Ms Lim Cheng Cheng Director

IN ATTENDANCE

In person

Mr Richard Lai Group Chief Financial Officer

Mr Vincent Phang Chief Executive Officer, Postal Services & Singapore

Mr Lim Jui-I Chief Executive Officer, Quantium Solutions

Ms Michelle Lee Head, Sustainability

Ms Linda Hoon Group Company Secretary

BY INVITATION

Via live webcast

Mr Shariq Barmaky Audit Partner, Deloitte & Touche LLP

Ms Yap Lune Teng Partner, Allen & Gledhill LLP

SHAREHOLDERS AND ATTENDEES

As per Attendance Lists.

Singapore Post Limited (Reg. No 199201623M) 10 Eunos Road 8, Singapore Post Centre Singapore 408600 www.singpost.com



1. Welcome Remarks and Introduction by the Chairman

The Chairman introduced himself and welcomed all shareholders and attendees. The Chairman explained that due to the on-going COVID-19 situation and in line with current advisories, the AGM would be held in virtual mode in which shareholders would be able to join only via live audio-visual webcast and audio-only stream. The Chairman then introduced other members of the Board of Directors, Management, the Group Company Secretary, the auditor and advisor.

2. Notice of AGM

2.1 The Notice of AGM dated 16 June 2021 convening the AGM was taken as read.

3. Quorum

3.1 Upon confirmation that there was sufficient number of verified shareholders who were attending the AGM electronically and hence the requisite quorum was present, the Chairman called the AGM to order.

4. Conduct of Voting

4.1 The Chairman informed that he had been appointed as proxy by shareholders, and he would be voting or abstaining from voting on behalf of such shareholders according to their specific instructions on each resolution. The Chairman further informed that voting would be conducted by poll and poll results for each resolution would be announced in the course of the AGM. The number of votes had been verified by the scrutineers, RHT Governance, Risk & Compliance (Singapore) Pte Ltd.

5. The Chairman's Speech

5.1 The Chairman proceeded to deliver his address to shareholders.

6. Q&As

The Chairman informed that responses to substantial and relevant questions on the resolutions tabled for approval at this AGM, had been announced on SGXNet and posted on the Company's website, and shareholders who were accessing the AGM proceedings via the audio-visual webcast could ask questions live by typing in and submitting their questions through the live chat function on the audio-visual webcast platform. The Chairman further informed that questions which were substantial and relevant to the resolutions to be tabled would be addressed before the relevant motion be put to the vote, and any question submitted on a motion after it had been put to the vote would not be entertained. For questions received during the live Q&A session which were unable to be addressed during the AGM due to time constraints, responses to such questions would be announced on SGXNet and posted on the Company's website as soon as possible after the AGM.



7. Presentation by Management

7.1 Ms Michelle Lee, Mr Vincent Phang, Mr Lim Jui-I and Mr Richard Lai presented on the sustainability progress, businesses and financials of the Group, details of which are set out in the slides attached hereto as <u>Annex 1</u>. The slides were announced via SGXNet after the close of trading on the day the AGM was held.

AS ROUTINE BUSINESS

- 8. Ordinary Resolution 1 To receive and adopt the Audited Financial Statements for the financial year ended 31 March 2021, and the Directors' Statement and Independent Auditor's Report thereon
- 8.1 The Chairman proposed to receive and adopt the Audited Financial Statements for the financial year ended 31 March 2021, Directors' Statement and Independent Auditor's Report thereon.
- 8.2 The Chairman invited questions from shareholders.

8.3 Question/Comment 1

A shareholder asked if the Company was planning to expand the smart letterboxes to other areas.

The Chairman invited Mr Vincent Phang to address the question. Mr Vincent Phang updated that a couple of trials on smart letterboxes were being deployed in Clementi, and the responses and reception had been positive. The trials allowed customer's feedback be factored in and for operations to continue tweaking the process. Mr Vincent Phang added that it was important to obtain all the feedback and add considerations around customer's experience from the field as well as the productivity gain from the deployment of such boxes. Mr Vincent Phang said results from the trials would be built-in and necessary approvals from the regulator for the final rollout would be procured in due course.

8.4 Question/Comment 2

A shareholder asked if the Company is profitable.

In response to the shareholder's question, the Chairman said SingPost had been profitable last financial year and is expected to remain profitable in the current financial year. The Chairman reminded that shareholders should have realistic expectation given the conditions, challenges and issues as described by Management around COVID-19 and the situation at Changi Airport. The Chairman anticipated that, should Changi Airport re-open and progressively increase its capacity and scale, SingPost would benefit. The Chairman added that the operations around the region and logistics business had continued doing well and are expected to continue to do well.

8.5 As there were no further questions from shareholders, the motion was put to the vote.



8.6 The poll results for Resolution 1 were as follows:

For		Against	
No. of shares	%	No. of shares	%
994,232,809	99.95	511,100	0.05

8.7 Based on the poll results, the Chairman declared Resolution 1 carried.

9. Ordinary Resolution 2 – To declare a final tax exempt one-tier dividend of 0.6 cents per ordinary share

- 9.1 The Chairman proposed the declaration of a final tax exempt one-tier dividend of 0.6 cents for the financial year ended 31 March 2021, which if approved by shareholders, would be paid on 11 August 2021 to members whose securities accounts with The Central Depository (Private) Limited are credited with ordinary shares as at 5.00 p.m. on 26 July 2021.
- 9.2 The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.
- 9.3 The poll results for Resolution 2 were as follows:

For		Against	
No. of shares	%	No. of shares	%
985,132,389	98.94	10,546,620	1.06

9.4 Based on the poll results, the Chairman declared Resolution 2 carried.

10. Ordinary Resolution 3 – To re-elect Mr Chen Jun as Director

- 10.1 The Chairman proposed the re-election of Mr Chen Jun, who retired in accordance with Article 98(b) of the Company's Constitution, as Director.
- 10.2 The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.
- 10.3 The poll results for Resolution 3 were as follows:

For		Against	
No. of shares	%	No. of shares	%
990,151,780	99.44	5,527,229	0.56

10.4 Based on the poll results, the Chairman declared Resolution 3 carried.



11. Ordinary Resolution 4 – To re-elect Ms Elizabeth Kong Sau Wai as Director

- 11.1 The Chairman proposed the re-election of Ms Elizabeth Kong Sau Wai, who retired in accordance with Article 98(b) of the Company's Constitution, as Director.
- 11.2 The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.
- 11.3 The poll results for Resolution 4 were as follows:

For		Against	
No. of shares	%	No. of shares	%
994,507,144	99.88	1,171,865	0.12

11.4 Based on the poll results, the Chairman declared Resolution 4 carried.

12. Ordinary Resolution 5 – To re-elect Mr Bob Tan Beng Hai as Director

- The Chairman proposed the re-election of Mr Bob Tan Beng Hai, who retired in accordance with Article 98(b) of the Company's Constitution, as Director.
- 12.2 The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.
- 12.3 The poll results for Resolution 5 were as follows:

For		Against	
No. of shares	%	No. of shares	%
987,016,244	99.13	8,662,765	0.87

12.4 Based on the poll results, the Chairman declared Resolution 5 carried.

13. Ordinary Resolution 6 – To approve directors' fees payable by the Company of S\$1,185,600 for the financial year ended 31 March 2021 (2020: S\$1,180,800)

- The Chairman proposed the approval of directors' fees of \$\$1,185,600 for the financial year ended 31 March 2021. The Chairman informed that in view of the continued uncertainty around the COVID-19 pandemic, the Non-Executive Directors would be taking a voluntary 10% cut in directors' fees for another year. The 10% voluntary cut had not been factored in the sum being tabled for shareholders' approval under this resolution but would be applied when determining the actual amount of directors' fees payable for financial year 2020/21, which in aggregate would be reduced to \$\$1,067,040.
- The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.



13.3 The poll results for Resolution 6 were as follows:

For		Against	
No. of shares	%	No. of shares	%
994,925,009	99.95	511,100	0.05

- 13.4 Based on the poll results of the poll, the Chairman declared Resolution 8 carried.
- 14. Ordinary Resolution 7 To re-appoint Deloitte & Touche LLP as Auditor of the Company and to authorise the directors to fix its remuneration
- 14.1 The Chairman proposed the re-appointment of Deloitte & Touche LLP as Auditor of the Company to hold office until the next AGM, and the authorisation for the Directors of the Company to fix its remuneration.
- 14.2 The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.
- 14.3 The poll results for Resolution 7 were as follows:

For		Against	
No. of shares	%	No. of shares	%
995,167,909	99.95	511,100	0.05

14.4 Based on the poll results, the Chairman declared Resolution 7 carried.

AS SPECIAL BUSINESS

- 15. Ordinary Resolution 8 Authority to Issue Shares and to Make or Grant Convertible Instruments
- 15.1 The Chairman proposed Resolution 8 as set out in item 6 of the Notice of AGM.
- 15.2 The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.
- 15.3 The poll results for Resolution 8 were as follows:

For		Against	
No. of shares	%	No. of shares	%
992,301,056	99.66	3,377,953	0.34

15.4 Based on the poll results, the Chairman declared Resolution 8 carried.



- 16. Ordinary Resolution 9 Authority to Offer/Grant Options, Grant Share Awards and Allot/Issue Shares
- 16.1 The Chairman proposed Resolution 9 as set out in item 7 of the Notice of AGM.
- The Chairman mentioned that members who were employees or Directors of the SingPost Group and who were eligible to participate in the Singapore Post Share Option Scheme 2012 and/or Singapore Post Restricted Share Plan 2013 had been requested to abstain from voting on the resolution.
- 16.3 The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.
- 16.4 The poll results for Resolution 9 were as follows:

For		Against	
No. of shares	%	No. of shares	%
974,014,230	97.82	21,664,779	2.18

- 16.5 Based on the poll results, the Chairman declared Resolution 9 carried.
- 17. Ordinary Resolution 10 Proposed Renewal of the Shareholders Mandate for Interested Person Transactions
- 17.1 The Chairman proposed Resolution 10 as set out in item 8 of the Notice of AGM.
- 17.2 The Chairman mentioned that Temasek Holdings (Private) Limited and Singapore Telecommunications Limited and their respective associates, being interested persons for the mandate, were to abstain from voting on this motion. All the Directors and the Group CEO of the Company and their respective associates who were also interested persons were to abstain from voting on this motion.
- 17.3 The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.
- 17.4 The poll results for Resolution 10 were as follows:

For		Against	
No. of shares	%	No. of shares	%
501,167,909	99.90	511,100	0.10

- 17.5 Based on the poll results, the Chairman declared Resolution 10 carried.
- 18. Ordinary Resolution 11 Proposed Renewal of the Share Purchase Mandate
- 18.1 The Chairman proposed Resolution 11 as set out in item 9 of the Notice of AGM.



- 18.2 The Chairman invited questions from shareholders. As there were no questions from shareholders, the motion was put to the vote.
- 18.3 The poll results for Resolution 11 were as follows:

For		Against	
No. of shares	%	No. of shares	%
994,925,009	99.95	511,100	0.05

18.4 Based on the poll results, the Chairman declared Resolution 11 carried.

19. Closure of Meeting

- 19.1 The Chairman informed that a question was submitted by a shareholder after the relevant resolution had been carried, and which was therefore not addressed during the AGM. Response to the question would be announced on SGXNet and posted on the Company's website after the AGM.
- 19.2 There being no further items of ordinary or special business arising, and as no notice had been received by the Company to this effect, the Chairman declared the AGM closed at 3.45 p.m. and thanked all attendees for their attendance and wished them safe and well.

Confirmed as true record of the proceedings,

Simon Claude Israel Chairman of the AGM

Singapore Post Limited



Disclaimer



The following presentation contains forward looking statements by the management of Singapore Post Limited ("SingPost") relating to financial trends for future periods, compared to the results for previous periods.

Some of the statements contained in this presentation that are not historical facts are statements of future expectations with respect to the financial conditions, results of operations and businesses, and related plans and objectives. Forward looking information is based on management's current views and assumptions including, but not limited to, prevailing economic and market conditions. These statements involve known and unknown risks and uncertainties that could cause actual results, performance or events to differ materially from those in the statements as originally made. Such statements are not, and should not be construed as a representation as to future performance of SingPost. In particular, such targets should not be regarded as a forecast or projection of future performance of SingPost. It should be noted that the actual performance of SingPost may vary significantly from such statements.

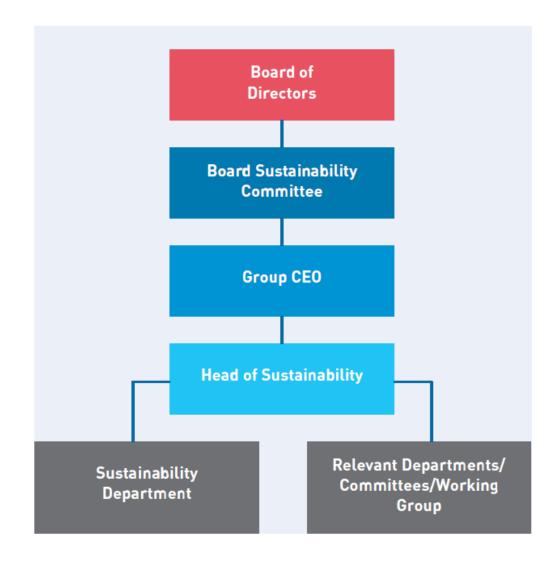
"\$" means Singapore dollars unless otherwise indicated.



Established Board Sustainability Committee



- Established Board Sustainability Committee ("BSC") in Feb 2021
 - Sets overall direction for ESG strategy and execution
- Established a dedicated Sustainability department
 - Full embedment of sustainability throughout the organisation



Sustainability is integral to our business



	Planet Positive	Operational Excellence	Societal Responsibility	ransformational Growth
ESG MATTERS Our pillars provide an outline for our Sustainability Report. Under each pillar, we disclose on a number of relevant material ESG matters that are significant to us and our stakeholders. # Not identified as a material ESG matter but reported additionally	Energy Consumption and Associated Greenhouse Gas Emissions	Our People# Ethics, Anti-Bribery and Corruption Compliance with Laws and Regulations Data Security and Privacy Business Continuity Planning	Responsible Supply Chain Customer Satisfaction Community Investment#	Service Innovation

Sustainability in FY2020/21



28%

Collective reduction of Scope 1 & 2 GHG emissions from FY2018/19 baseline level

Passed

IMDA Quality of Service Standards requirements (Jan – Dec 2020) \$168,000

Raised for Community Chest with launch of Asia's first charity stamps

0

Significant fines or non-monetary sanctions; case of corruption and unethical behaviour

16%

Improvement in Lost Time Injury Frequency Rate in FY2020/21 from FY2019/20

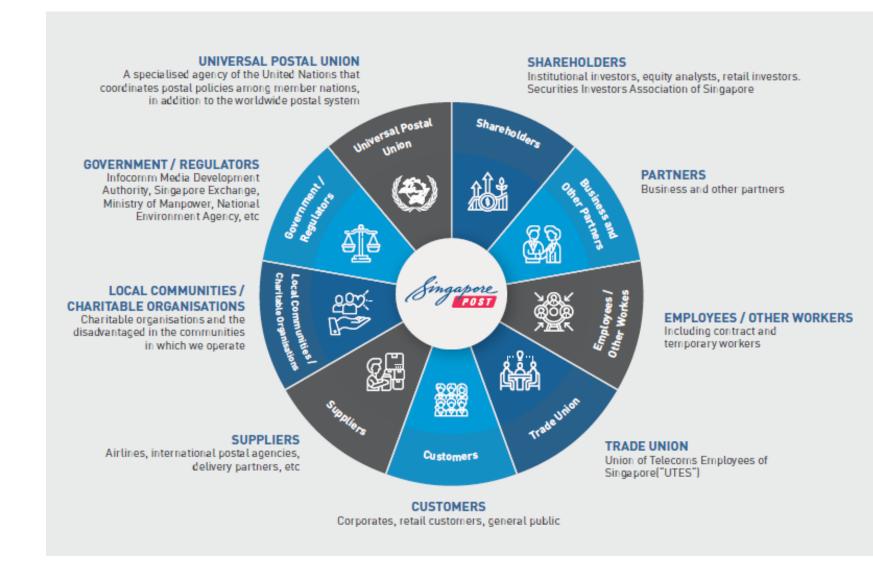
Refreshed

Uniforms for frontliners considering their comfort and safety

Moving ahead



- Refresh
 Sustainability
 strategy
- Climate change risks and opportunities and resiliency building





Post and Parcel through Covid-19 We weathered some of the toughest challenges in our history









Together we will overcome!





Post and Parcel in FY20/21 We continue to deliver and orientate towards eCommerce logistics





Domestic eCommerce logistics Traffic

45%

(total ~37M items)

Int'l eCommerce logistics Tonnage



10%

(total ~19M kg)

Domestic eCommerce logistics Revenue



59%

(total ~S\$70m)

Int'l eCommerce logistics Revenue



3%

(total ~S\$500m)

Customer Centricity Our outreach and service levels continue to improve

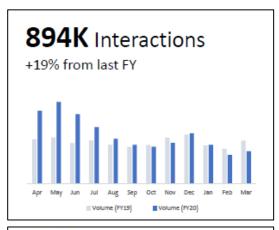


Post Office Surveys



FY20/21 vs FY19/20				
NPS	1	71 to 77		
Compliments	1	21%		
Complaints	1	23%		

Customer Service





Domestic Delivery KPIs





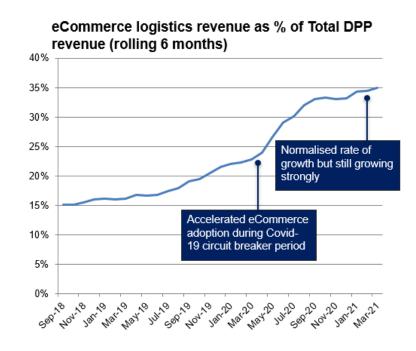
Parcel SLA by Month (latest)

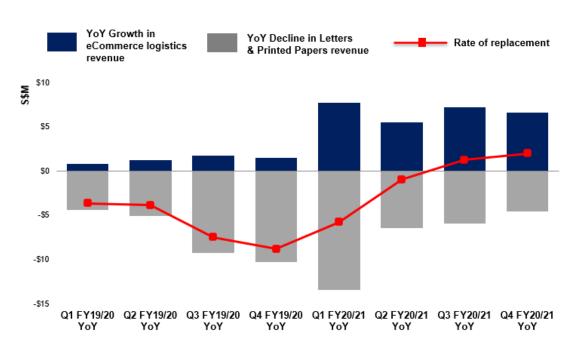


Domestic Post and Parcel eCommerce logistics accounts for more than one-third and growing









Future of Post Strategy in progress







Stamp Issues The Heart and Soul of the Postal Service



















Logistics: Our network and products



MARKETS



Products



ECOMMERCE SOLUTIONS





CROSS BORDER SHIPPING



WAREHOUSE-FULFILLMENT



LAST MILE **DELIVERY**



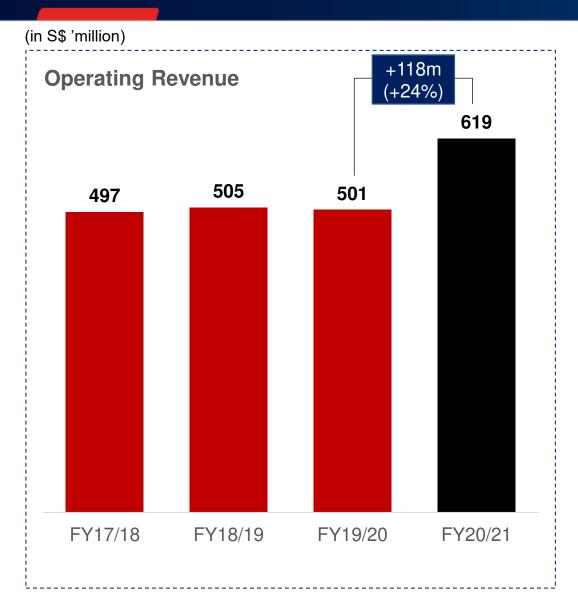


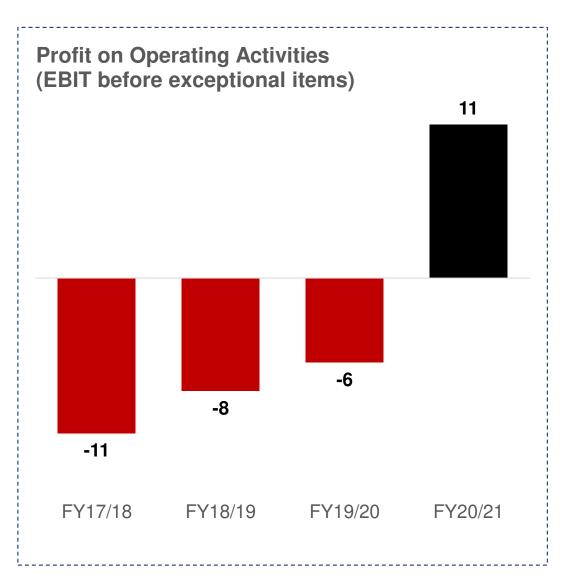




Logistics: Our multi-year turnaround journey continues







Note: FY17/18, FY18/19 and FY19/20 figures shown have been restated due to reclassification changes. Please refer to the Company's annual reports for more details.

Covid-19: Ensuring the health & safety of our people, while capitalizing on new opportunities created by the pandemic

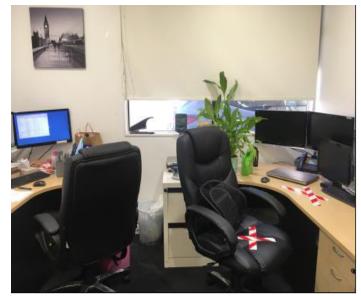


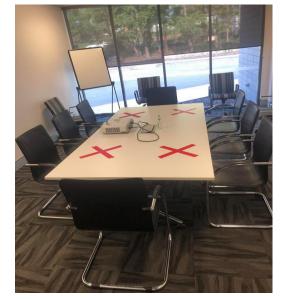










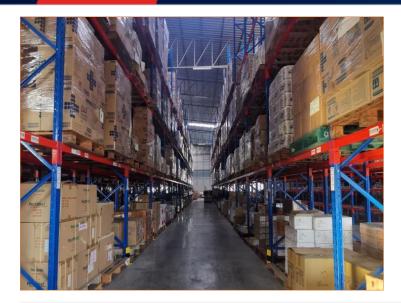




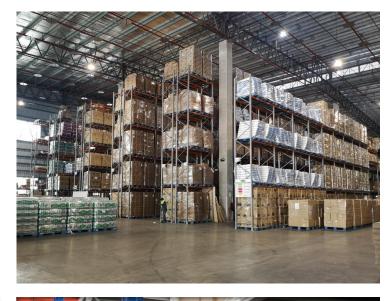


Staying agile to capture eCommerce logistics growth













<u>Case study</u>: HK Government Project – appointed as the Master Logistics Provider for Covid-19 test kits distribution



>10 million Test Kits Distributed











<u>Australia</u>: CouriersPlease (CP) expanded its network and facilities to handle the surge in delivery volumes













CP's Volume (in millions)

+53%



24.5

16.1

FY19/20 FY20/21

Australia: Scaling up eCommerce logistics capabilities in our 2nd home market













End-to-end capabilities



CROSS BORDER SHIPPING













Logistics: Investing to grow in a post Covid-19 world





Accelerate eCommerce logistics growth



Expand warehouse-fulfillment footprint



Re-engineer process and strengthen capabilities



Roll-out new technology platform



Property Division



Enabling Postal and Logistics Services



7 Delivery Bases and mail sorting operations

>1.2 mil sq.ft.

Sorting and fulfilment of mail and parcels

SingPost Regional eCommerce Logistics Hub



Macpherson Road Post Office

22 Post Offices

>46,000 sq.ft.

Forming islandwide postal network

Income Generation from 3rd Party Leasing



Retail Mall & Office

>560,000 sq.ft.

Retail and office/enrichment space in SingPost Centre

SingPost Centre



16 Tenants Across Other Properties

>83,000 sq.ft.

3 Self-storage facilities under Lock and Store

Killiney Post Office

Committed occupancy remains high despite a challenging leasing market



Committed Occupancy

As at	Mar 20	Sep 20	Dec 20	Mar 21	May 21
SPC Mall	100.0%	100.0%	99.8%	94.1%	96.9%
SPC Office/ Enrichment	98.1%	99.1%	98.1%	96.6%	97.6%
Others	96.7%	96.7%	96.7%	96.7%	96.7%

Leases expiring in FY20/21 were substantially renewed or replaced



Lease Expiries & renewals

	FY20/21		FY20/21 (F	Renewed or re	Renewal /		
	No. of leases	NLA ('000 sq ft)	As % of total NLA	No. of leases	NLA ('000 sq ft)	As % of total NLA	Replacement rate
SPC Mall	75	89	52%	72	88	51%	99%
SPC Office/ Enrichment	12	76	17%	11	70	16%	92%
Others	6	34	35%	6	34	35%	100%

As at 31 March 2021

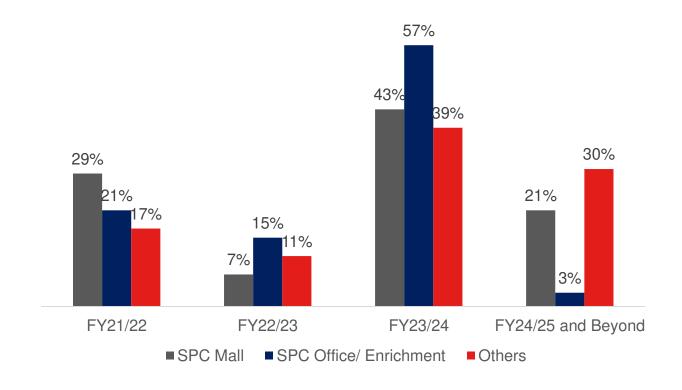
Lease Expiry Profile



Lease Expiries

	FY21/22 (Expiring)			
	No. of NLA As % leases ('000 sq ft) total N			
SPC Mall	39	49	29%	
SPC Office / Enrichment	19	87	21%	
Others	5	16	17%	

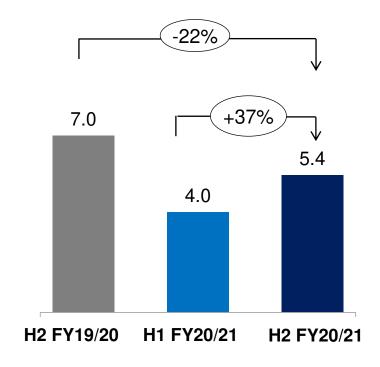
Lease expiry Profile (as at 31 Mar 2021)



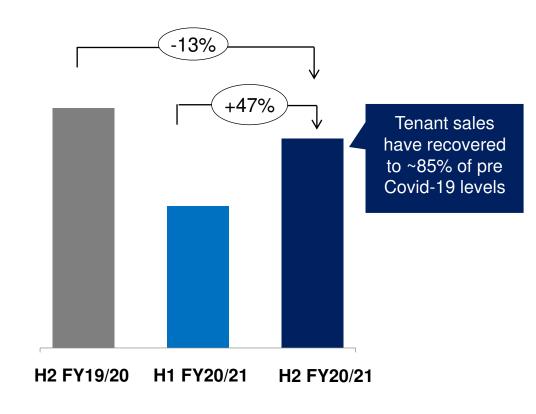
SPC Mall Footfall and Tenant sales remain down year-on-year due to Covid-19, but have been on a recovery sequentially



Footfall up 37% sequentially



Tenant sales have grown faster than footfall





Resilient performance amid Covid-19 impact



Group P&L, S\$M	FY19/20	FY20/21	% change
Revenue	1,313.8	1,404.7	6.9%
Operating expenses	(1,174.8)	(1,335.1)	13.6%
Profit on Operating Activities	143.6	79.3	(44.8%)
Share of Assoc & JV	(0.1)	1.0	N.M.
Exceptional items	(9.1)	(12.5)	36.9%
Income tax	(28.3)	(13.3)	(53.2%)
Loss from discontinued operations	(12.0)	-	N.M.
Net profit attributable to equity holders	91.1	47.6	(47.7%)
Underlying net profit	100.2	60.1	(40.0%)

Led by strong eCommerce logistics volume growth in the Logistics and Domestic Post and Parcel segments, offset by lower International Post & Parcel revenue

Due largely to increase in volumerelated expenses as a result of Covid-19 disruptions and eCommerce logistics volume growth

Profit impacted by Covid-19 related disruptions, partly offset by higher earnings contribution from the Logistics segment, as well as the absence of losses from discontinued operations

Increase in line haul costs due to Covid-19 related disruptions as well as eCommerce logistics volume growth

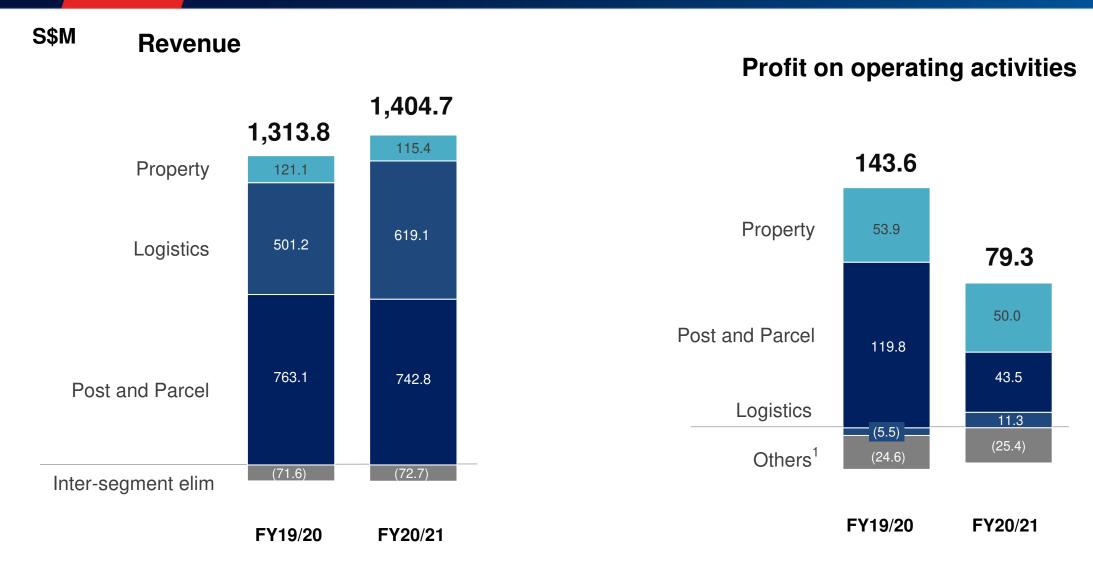


Due largely to increase in per unit rates

Group Expenses, S\$M	FY19/20	FY20/21	% change	for line haul costs as a result of Covid- 19 disruptions, as well as growth in
Volume-related	710.5	842.2	18.5%	eCommerce logistics volumes
Labour & related	282.4	304.2	7.7%	Due to increased eCommerce related deliveries in line with volume growth, as
Admin, Selling-related & others	113.9	119.9	5.3%	well as higher costs domestically in relation to Covid-19 disruptions, partially offset by Jobs Support Scheme
Depreciation & amortisation	68.0	68.7	1.1%	onset by Jobs Support Scheme
Operating Expenses	1,174.8	1,335.1	13.6%	Largely due to the roll out of a new information system in Australia to improve customer experience and
Finance Expenses	12.6	11.0	(12.8%)	manage higher volumes Lower interest expense

Revenue & POA breakdown by segments



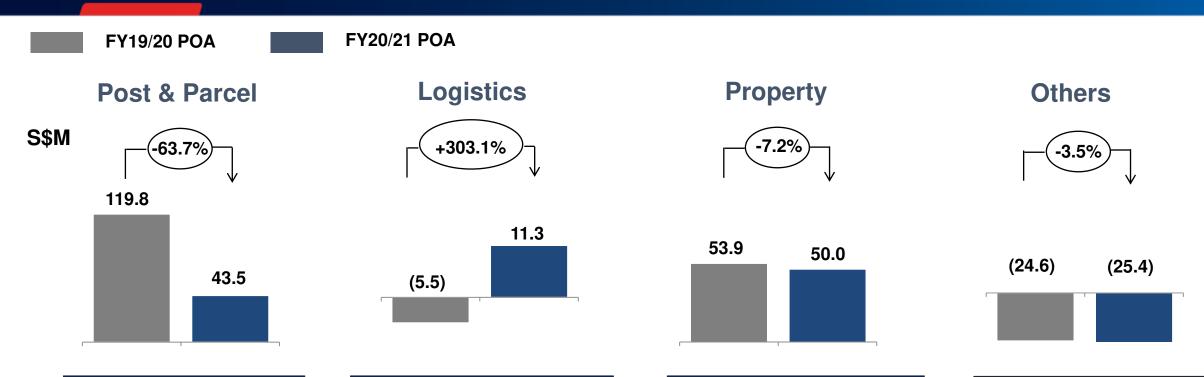


With effect from 1 April 2020, corporate cost allocation has been revised and prior year numbers have been restated for comparative purposes.

1. Refers to unallocated corporate overhead items

Summary of Segmental POA Performance





International margins largely eroded due to air freight disruption; Higher Domestic Covid-19 related costs, partly offset by strong growth in Domestic eCommerce logistics contribution Increased adoption of eCommerce activities in Asia-Pacific resulted in more customers coming on board for eCommerce logistics solutions – leading to improved revenue & economies of scale

Largely due to rental rebates provided for eligible tenants in the first half of the year, as well as lower receipts from carpark and atrium sales Higher largely due to reversals of one-off expenses last year. Excluding this, the Others segment remained stable.

With effect from 1 April 2020, corporate cost allocation has been revised and prior year numbers have been restated for comparative purposes. Others refer to unallocated corporate overhead items

FY20/21 cash flow reflects resilience of the business



Cashflow, S\$M	FY19/20	FY20/21	
Operating cashflow before WC changes Changes in working capital Income tax paid Operating cashflow	194.6 24.8 (36.3) 183.2	141.5 109.3 (35.5) 215.4	Strong improvement in operating cashflow due to positive movements in working capital
Investing cashflow	(17.8)	(67.5)	Largely due to the Group's investment in FMH ¹
Financing cashflow	(64.6)	(139.7)	Largely due to net repayment of bank loans for the year, compared to net proceeds last year
Net increase / (decrease) in cash	100.8	8.2	to het proceds last year

^{1.} Freight Management Holdings Pty Ltd

Strong financial indicators and liquidity position



	As at Mar 20	As at Mar 21	
Cash and cash equivalents	493.0	501.2	
Borrowings	364.4	322.3	
Net cash / (debt) position	128.6	178.9	The Group remains in a net cash position, which improved compared to last year due to positive working
			capital movements
	FY19/20	FY20/21	
EBITDA	202.3	136.6	
EBITDA to finance expense	16.0x	12.4x	Lower coverage ratio due to lower EBITDA

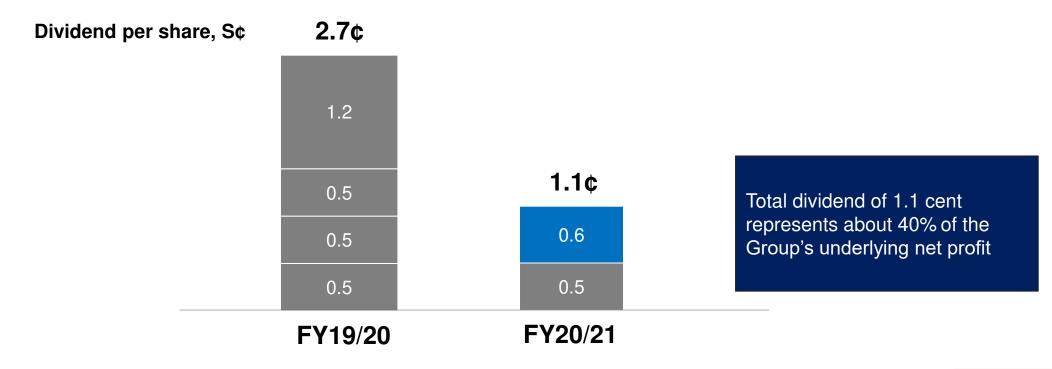
^{1.} EBITDA is defined as profit before tax, adding back interest and depreciation and amortisation expenses.

Proposed final dividend of 0.6 cent per share



Proposed final dividend of 0.6 cent per share for the FY ended 31 March 2021, bringing total dividends for the year to 1.1 cent per share.

With an uncertain outlook due to the ongoing pandemic, the Group continues to adopt a prudent approach in managing cash flows and conserving cash, for the ongoing execution of the Group's transformation initiatives.



Outlook and Strategy





Covid-19 continues to create disruption and uncertainty



SingPost will continue its transformation journey



Future of Post



Build B2B2C logistics capabilities



Australia as a second home market

