

## **BUMITAMA AGRI LTD.**

(Incorporated in Singapore)

(Company Registration Number: 200516741R)

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### **IMPORTANT NOTICE RELATING TO ANNUAL GENERAL MEETING**

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#### **1. INTRODUCTION**

The Board of Directors (“**Board**”) of Bumitama Agri Ltd. (“**Company**”) wishes to announce important Notice relating to Annual General Meeting (“**AGM**”) refers to the COVID-19 (Temporary Measures) Act 2020 passed by the Singapore Parliament on 7 April 2020 which enables the Minister for Law by order to prescribe alternative arrangements for companies in Singapore to, *inter alia*, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing and/or other electronic means. 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**”) sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies in Singapore. The COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) (Amendment No. 3) Order 2020 extended the application of alternative arrangements in respect of, *inter alia*, general meetings of companies in the Order up to 30 June 2021.

#### **2. DATE OF ANNUAL GENERAL MEETING**

The Board of the Company wishes to inform the Shareholders that the Company has today issued the Notice of AGM dated 26 March 2021 (“**Notice of AGM**”). Pursuant to the Order, the AGM will be convened and held by way of electronic means on **Monday, 12 April 2021 at 10.00 a.m.** (Singapore time).

#### **3. DOCUMENTS IN CONNECTION WITH THE AGM**

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

- (a) Annual Report for the financial year ended 31 December 2020
- (b) Notice of AGM dated 26 March 2021
- (c) Proxy Form
- (d) Appendix in relation to the proposed renewal of the Share Buyback Mandate and renewal of the Shareholders’ Mandate for Interested Persons Transaction
- (e) Annual Report Request Form
- (f) Important Notice Relating to AGM;

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

Notwithstanding the use of electronic communications to the extent required under applicable laws, the Company will continue to send physical copies of certain documents to the Shareholders including:

- (a) Notice of AGM;
- (b) Proxy Form; and
- (c) Annual Report Request Form.

In line with the provisions under the Order, no printed copies of the AGM Documents will be sent to shareholders except for the mentioned above. Electronic copies of the AGM Documents have been available on:

- (a) the Company's website at URL <https://ir.bumitama-agri.com/news-releases>; and
- (b) the SGX website at URL <https://www.sgx.com/securities/company-announcements>.

#### **4. NO PHYSICAL ATTENDANCE AT AGM**

To minimise physical interactions and Covid-19 transmission risks, shareholders will not be allowed to attend the AGM physically and members of the Company will not be able to attend the AGM in person.

#### **5. ALTERNATIVE ARRANGEMENTS**

The following are the alternative arrangements which have been put in place for the AGM:

- (a) Participation in the AGM proceedings via “*Live Webcast*” or “*Live Audio Feed*”
  - i. Shareholders will be able to watch and/or listen to the proceedings of the AGM through a “live” audio-visual webcast via mobile phone, tablet or computer or through a “live” audio-only stream via telephone or mobile phone.
  - ii. In order to do so, Shareholders must pre-register latest by 10.00 a.m. on 9 April 2021 (“Registration Deadline”) at the Company’s pre-registration website at URL <https://agm.bumitama.com/>.
  - iii. Following the verification, authenticated shareholders will receive email instructions on how to register and access the webcast and audio feed of the AGM proceedings by 1.00 p.m. on 10 April 2021. Members who do not receive an email by 1.00 p.m. on 10 April 2021, but have registered by the Registration Deadline, should email the Company’s Share Registrar, B.A.C.S Private Limited at [main@zicoholdings.com](mailto:main@zicoholdings.com) or our Investor Relations team at [register@bumitama-agri.com](mailto:register@bumitama-agri.com) for assistance.
  - iv. Shareholders must not forward the link and password to other persons who are not Shareholders and who are not entitled to attend the AGM proceedings. This is also to avoid any shareholders from being refused access or for technical disruptions or overload to the live AGM webcast and audio feed.
- (b) Submission of questions in advance
  - i. A Shareholder of the Company may also submit questions relating to the resolutions to be tabled for approval at the AGM in advance latest by 5 April 2021 via email to our Investor Relations at [glenn.ho@bumitama-agri.com](mailto:glenn.ho@bumitama-agri.com). Please note that Shareholders will not be able to ask questions at the AGM ‘live’ during the live webcast and the audio feed, therefore it is important for Shareholders to submit their questions in advance of the AGM.
  - ii. The Company shall only address relevant and substantial questions (as may be determined by the Company in its sole discretion) and will endeavour to publish its responses to those questions on the SGXNet and the Company’s website prior to the AGM. The Company will publish the minutes of the AGM on the SGXNet and the Company’s website within one month from the date of AGM.

(c) Proxy voting

- i. Shareholders will not be able to vote online on the resolutions to be tabled for approval at the AGM. Instead, if Shareholders (whether individual or corporate) wish to exercise their votes, they must submit a proxy form to appoint Chairman of the AGM (“**Proxy Form**”) to vote on their behalf. The instrument of Proxy Form can be accessed at Company’s website and will also be made available on the SGX website.
- ii. Shareholders (whether individual or corporate) appointing Chairman of the AGM as proxy must give specific instructions as to his manner of voting, or abstentions from voting, in respect of a resolution in the proxy form, failing which, the appointment of the Chairman of the AGM as proxy for that resolution will be treated as invalid.
- iii. The Proxy Form must be submitted to the Company in the following manner:
  - by sending a scanned PDF copy via email to [register@bumitama-agri.com](mailto:register@bumitama-agri.com); or
  - by posting a physical copy to the Company’s registered office address at 10 Anson Road, #11-19 International Plaza, Singapore 079903in each case not less than seventy-two (72) hours before the time appointed for the AGM.
- iv. A shareholder who wishes to submit the Proxy Form by post or via email must first download, complete and ensure the Proxy Form is signed, before submitting it by post to the address provided above, or before scanning and sending it by email to the email address provided above.
- v. Investors who hold shares through relevant intermediaries (as defined in Section 181 of the Companies Act, Chapter 50 of Singapore) (“**Relevant Intermediary Participants**”), including CPF and SRS investors, and who wish to participate in the AGM by (a) observing and/or listening to the AGM proceedings via the “live” webcast or the “live” audio feed; (b) submitting questions in advance of the AGM; and/or (c) appointing the Chairman of the AGM as proxy to attend, speak and vote on their behalf at the AGM, should contact the relevant intermediary through which they hold such shares as soon as possible in order to facilitate the necessary arrangements for them to participate in the AGM.
- vi. CPF or SRS investors who wish to appoint the Chairman of the AGM as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes at least seven (7) working days before the AGM, by 10.00 a.m. on 31 March 2021 in order to allow sufficient time for their relevant intermediaries to in turn submit a proxy form to appoint the Chairman of the AGM to vote on their behalf not less than seventy-two (72) hours before the time for holding the AGM.

**Shareholders should also note that the Company may be required to make further changes to its AGM arrangements as the situation evolves, and Shareholders should keep abreast of the Company’s announcements that may be made from time to time on SGXNet.**

By Order of the Board

Chiang Wai Ming

Company Secretary

26 March 2021