

YEO HIAP SENG LIMITED

(Registration No: 195500138Z)

(Incorporated in Singapore)

NOTICE OF ADJOURNED ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the adjourned Sixty-fourth Annual General Meeting of the Company will be convened and held by way of electronic means on **Monday, 11 May 2020**, at **10.00 a.m.** (Singapore time) to transact the business set out in the Notice of Annual General Meeting dated 24 March 2020 (the "Original AGM Notice").

Printed copies of the Original AGM Notice were sent to shareholders on 24 March 2020. The Original AGM Notice may be accessed at the Company's website https://www.yeos.com.sg/wp-content/uploads/2020/03/01_YHSL-Annual_Report_2019.pdf (on page 171). The Original AGM Notice is also available on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

BY ORDER OF THE BOARD

Neoh Sue Lynn
Company Secretary

Singapore, 25 April 2020

Notes:

1. The adjourned Annual General Meeting is being convened, and will be held, by electronic means 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. Printed copies of this Notice will not be sent to members. Instead, this Notice will be sent to members by electronic means via publication on the Company's website at the URL <https://www.yeos.com.sg/investor-relations/agm-updates/>. This Notice will also be made available on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.
2. Alternative arrangements relating to attendance at the adjourned Annual General Meeting via electronic means (including arrangements by which the meeting can be electronically accessed via live audio-visual webcast or live audio-only stream), submission of questions to the Chairman of the Meeting in advance of the adjourned Annual General Meeting, addressing of substantial and relevant questions at the adjourned Annual General Meeting and voting by appointing the Chairman of the Meeting as proxy at the adjourned Annual General Meeting, are set out in the accompanying Company's announcement dated 25 April 2020. This announcement may be accessed at the Company's website at the URL <https://www.yeos.com.sg/investor-relations/agm-updates/>, and will also be made available on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.
3. **Due to the current Covid-19 restriction orders in Singapore, a member will not be able to attend the adjourned Annual General Meeting in person. A member (whether individual or corporate) must appoint the Chairman of the Meeting as his/her/its proxy to attend, speak and vote on his/her/its behalf at the adjourned Annual General Meeting if such member wishes to exercise his/her/its voting rights at the adjourned Annual General Meeting.** The accompanying Proxy Form for the adjourned Annual General Meeting may be accessed at the Company's website at the URL <https://www.yeos.com.sg/investor-relations/agm-updates/>, and will also be made available on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

Where a member (whether individual or corporate) appoints the Chairman of the Meeting as his/her/its proxy, he/she/it must give specific instructions as to voting, 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.

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 27 April 2020.

4. The Chairman of the Meeting, as proxy, need not be a member of the Company.

5. The Proxy Form appointing the Chairman of the Meeting as proxy must be submitted to the Company in the following manner:
 - (a) if submitted by post, be sent to the Company, Yeo Hiap Seng Limited, The Company Secretary, at 3 Senoko Way, Singapore 758057; or
 - (b) if submitted electronically, be submitted via email to the Company at agm2020@yeos.com,

in either case, by **10.00 a.m.** on **8 May 2020**, being 72 hours before the time fixed for the adjourned Annual General Meeting.

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.

In view of the current Covid-19 situation and the related safe distancing measures which may make it difficult for members to submit completed Proxy Forms by post, members are strongly encouraged to submit completed Proxy Forms electronically via email.

6. The Company shall be entitled to, and will, treat any valid Proxy Form appointing the Chairman of the Meeting or other person(s) as proxy(ies) which was delivered by a member to the Company before 13 April 2020 as a valid Proxy Form appointing the Chairman of the Meeting as the member's proxy to attend, speak and vote at the adjourned Annual General Meeting if:
 - (a) the member had indicated how he/she/it wished to vote for or vote against or abstain from voting on each resolution; and
 - (b) the member has not withdrawn the appointment.
7. A member may withdraw a Proxy Form appointing the Chairman of the Meeting or other person(s) as proxy(ies) which was delivered by a member to the Company before 13 April 2020 by sending an email to the Company at agm2020@yeos.com to notify the Company of the withdrawal, at least 72 hours before the time for holding the adjourned Annual General Meeting.
8. Submission by a member of a valid Proxy Form appointing the Chairman of the Meeting as proxy at least 72 hours before the time for holding the adjourned Annual General Meeting will supersede any previous Proxy Form appointing a proxy(ies) submitted by that member.
9. The Annual Report for the financial year ended 31 December 2019 ("**2019 Annual Report**") and the Letter to Shareholders dated 24 March 2020 in relation to the proposed renewal of the share purchase mandate ("**Letter to Shareholders**") may be accessed at the Company's website at the URL <https://www.yeos.com.sg/investor-relations/annual-reports/> as follows:
 - (a) the 2019 Annual Report may be accessed at the above URL by clicking on the hyperlinks for "Annual Report 2019" under the section titled "ANNUAL REPORTS"; and
 - (b) the Letter to Shareholders may be accessed at the above URL by clicking on the hyperlink "April 2020" under the section titled "LETTER TO SHAREHOLDERS".
10. Any reference to a time of day is made by reference to Singapore time.

Personal Data Privacy

By submitting an instrument appointing the Chairman of the Meeting as proxy to attend, speak and vote at the adjourned Annual General Meeting and/or any adjournment thereof, a member of the Company consents to the collection, use and disclosure of the member's personal data by the Company (or its agents or service providers) for the purpose of the processing, administration and analysis by the Company (or its agents or service providers) of the appointment of the Chairman of the Meeting as proxy for the adjourned Annual General Meeting (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the adjourned Annual General Meeting (including any adjournment thereof), and in order for the Company (or its agents or service providers) to comply with any applicable laws, listing rules, take-over rules, regulations and/or guidelines.

Notice of Books Closure

Notice is hereby given that the Share Transfer Books and Register of Members of the Company will be closed on 15 May 2020 for the purposes of determining shareholders' entitlements to the proposed final dividend and special dividend.

Duly completed and stamped transfers of the ordinary shares of the Company ("Shares") received by the Company's Share Registrar, B.A.C.S. Private Limited at 8 Robinson Road, #03-00 ASO Building, Singapore 048544 up to 5.00 p.m. on 14 May 2020 will be registered before shareholders' entitlements to the final dividend and special dividend are determined.

Shareholders whose securities accounts with The Central Depository (Pte) Limited are credited with Shares as at 5.00 p.m. on 14 May 2020 will rank for the proposed final dividend and special dividend.

Subject to shareholders' approval at the adjourned Sixty-fourth Annual General Meeting to be held on 11 May 2020, the payment of the final dividend of \$0.02 per Share and special dividend of \$0.01 per Share will be made on 20 May 2020.