



## China Sunsine Chemical Holdings Ltd.

112 Robinson Road #11-01 Singapore 068902  
Tel: (65) 6220-9070 Web: www.ChinaSunsine.com

Company Registration No.: 200609470N

### ANNUAL GENERAL MEETING TO BE HELD ON 27 MAY 2020

1. **Background.** China Sunsine Chemical Holdings Ltd. (the “**Company**” and together with its subsidiaries, the “**Group**”) refers to:
  - (a) the Company’s announcement dated 14 April 2020 on the automatic extension of time to hold annual general meeting (“**AGM**”) for the financial year ended 31 December 2019;
  - (b) the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on 7 April 2020 which enables the Minister for Law by order to prescribe alternative arrangements for listed companies in Singapore to, *inter alia*, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means; and
  - (c) 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 was gazetted on 13 April 2020, and which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies.
2. **Date, time and conduct of AGM.** The Company is pleased to announce that pursuant to the Order, its AGM will be convened and held by way of electronic means on **Wednesday, 27 May 2020 at 10.00 a.m...**
3. **Notice of AGM, Proxy Form and Letter to Shareholders.** The Notice of AGM, Proxy Form and the Company’s Letter to Shareholders in relation to the proposed renewal of share purchase mandate, will be sent to shareholders solely by electronic means via publication on the Company’s corporate website at the URL <http://www.chinasunsine.com/> and will also be made available for viewing and download on SGX’s website at the URL <https://www.sgx.com/securities/company-announcements>. Printed copies of these documents will not be sent to shareholders.
4. **No personal attendance at the AGM.** Due to the current COVID-19 restriction orders in Singapore, shareholders will not be able to attend the AGM in person.
5. **Alternative arrangements for participation at the AGM.** Shareholders may participate in the AGM by:
  - (a) observing and listening to the AGM proceedings via live audio-visual conference;
  - (b) submitting questions in advance of the AGM; and
  - (c) appointing the Chairman of the Meeting as proxy to attend and vote on their behalf at the AGM.Details of the steps for pre-registration, pre-submission of questions and voting at the AGM are set out in the Appendix to this announcement.
6. **Persons who hold shares through relevant intermediaries.** Persons who hold ordinary shares of the Company (“**Shares**”) through relevant intermediaries (as defined in section 181 of the Companies Act, Chapter 50), including Central Provident Fund (“**CPF**”) and Supplementary Retirement Scheme (“**SRS**”) investors, and who wish to participate in the AGM by:
  - (a) observing and listening to the AGM proceedings via live audio-visual conference;



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- (b) submitting questions in advance of the AGM; and
- (c) appointing the Chairman of the Meeting as proxy to attend and vote on their behalf at the AGM,

should contact the relevant intermediaries (which would include, in the case of CPF and SRS investors, their respective CPF Agent Banks and SRS Operators) 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.

7. **2019 Annual Report.** The 2019 Annual Report has been published on the Company's corporate website at the URL <https://www.chinasunsine.com/files/reports/1rhxXECPCChina%20Sunsine-AR2019-10.pdf> and is also available for viewing and download on SGX's website at the URL <https://www.sgx.com/securities/company-announcements>.
8. **Record and payment dates for final dividend:** Share Transfer Books and Register of Members of the Company will be closed at 5.00 p.m. on 5 June 2020 (the "**Record Date**"), for the purpose of determining shareholders' entitlements to the final (one-tier tax exempt) dividend of 1.0 Singapore cent per Share for the financial year ended 31 December 2019 (the "**Proposed Final Dividend**"). Duly completed registrable transfers in respect of the Shares received by the Company's Share Registrar, Tricor Barbinder Share Registration Services (a division of Tricor Singapore Pte. Ltd.) of 80 Robinson Road, #02-00, Singapore 068898, up to 5.00 p.m. on the Record Date will be registered to determine shareholders' entitlements to the Proposed Final Dividend. Shareholders whose Securities Accounts with The Central Depository (Pte) Limited are credited with Shares as at 5.00 p.m. on the Record Date will be entitled to the Proposed Final Dividend. The Proposed Final Dividend, if approved by shareholders at the AGM to be held on 27 May 2020, will be paid on 24 June 2020.
9. **Key dates/deadlines.** In summary, the key dates/deadlines which shareholders should take note of are set out in the table below:

Key dates	Actions
<b>From 8 p.m. on 5 May 2020 (Tuesday)</b>	Shareholders may begin to pre-register at <a href="https://encore-anzpac.zoom.us/webinar/register/WN_fyyKwkaoSZ6Eqxt1cE7w8A">https://encore-anzpac.zoom.us/webinar/register/WN_fyyKwkaoSZ6Eqxt1cE7w8A</a> for live audio-visual conference of the AGM proceedings.
<b>5.00 p.m. on 14 May 2020 (Thursday)</b>	Deadline for CPF or 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.
<b>11.59 p.m. on 22 May 2020 (Friday)</b>	Deadline for shareholders to: <ul style="list-style-type: none"><li>• pre-register for live audio-visual conference of the AGM proceedings.</li></ul>
<b>10.00 a. m. on 24 May 2020 (Sunday)</b>	Deadline for shareholders to: <ul style="list-style-type: none"><li>• submit questions in advance. Please send questions to <a href="mailto:jennie@chinasunsine.com">jennie@chinasunsine.com</a>.</li></ul>
<b>10.00 a.m. on 25 May 2020 (Monday)</b>	Deadline for shareholders to: <ul style="list-style-type: none"><li>• submit proxy forms.</li></ul>



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Key dates	Actions
<b>By 10.00 a.m. on 26 May 2020 (Tuesday)</b>	Individuals or corporates whose status as shareholders have been <u>verified</u> will receive an email which will contain user ID and password details, as well as the link to access the live audio-visual conference of the AGM proceedings (the “ <b>Confirmation Email</b> ”).  Shareholders who do not receive the Confirmation Email by <b>10.00 a.m. on 26 May 2020</b> , but have registered by 11.59 p.m. on 22 May 2020 should contact our Share Registrar, Tricor Barbinder Share Registration Services, at <a href="mailto:sg.is.proxy@sg.tricorglobal.com">sg.is.proxy@sg.tricorglobal.com</a> or alternatively, at <b>+65 62363550/3555 between 9.00 a.m. and 5.00 p.m.</b> .
<b>Date and Time of AGM</b> <b>10.00 a.m. on 27 May 2020 (Wednesday)</b>	Click on the link in the Confirmation Email and enter the user ID and password to access the live audio-visual conference of the AGM proceedings.  Shareholders are advised to join the conference at least 5 minutes before the time appointed for the AGM.
<b>5.00 p.m. on 5 June 2020</b>	Record Date for determining entitlements to the Proposed Final Dividend, subject to shareholders’ approval at the AGM.
<b>24 June 2020</b>	Payment date for the Proposed Final Dividend, subject to shareholders’ approval at the AGM.

- Further information:** For more information, shareholders can refer to our corporate website at <http://www.chinasunsine.com/>.
- Important reminder. Due to the constantly evolving COVID-19 situation in Singapore, we may be required to change our arrangements for the AGM at short notice. Shareholders should check our corporate website for the latest updates on the status of the AGM.**

The Company would like to thank all shareholders for their patience and co-operation in enabling us to hold our AGM with the optimum safe distancing measures amid the current COVID-19 pandemic.

### BY ORDER OF THE BOARD

Xu Cheng Qiu  
Executive Chairman

5 May 2020



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### APPENDIX

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

Shareholders will be able to observe and listen to the AGM proceedings through a live audio-visual conference via their mobile phones, tablets or computers, submit questions in advance of the AGM and vote by appointing the Chairman of the Meeting as proxy to attend and vote on their behalf at the AGM.

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

No.	Steps	Details
1.	Pre-registration	<p>Shareholders must pre-register at the pre-registration website at <a href="https://encore-anzpac.zoom.us/webinar/register/WN_fyyKwkaoSZ6Eqxt1cE7w8A">https://encore-anzpac.zoom.us/webinar/register/WN_fyyKwkaoSZ6Eqxt1cE7w8A</a> from 8.00 p.m. on 5 May 2020 till 11.59 p.m. on 22 May 2020 to enable the Company to verify their status as shareholders.</p> <p>Individuals or corporates whose status as shareholders have been verified will receive an email which will contain user ID and password details, as well as the link to access the live audio-visual conference of the AGM proceedings (the "Confirmation Email").</p> <p>Shareholders who do not receive the Confirmation Email by <b>10.00 a.m. on 26 May 2020</b>, but have registered by 11.59 p.m. on 22 May 2020 should contact our Share Registrar, Tricor Barbinder Share Registration Services, at <a href="mailto:sg.is.proxy@sg.tricorglobal.com">sg.is.proxy@sg.tricorglobal.com</a>, or alternatively, at <b>+65 62363550/3555 between 9.00 a.m. and 5.00 p.m.</b>, if they have any questions.</p>
2.	Submit questions in advance	<p>Shareholders will not be able to ask questions at the AGM live during the live audio-visual conference, and therefore it is important for shareholders to pre-register and submit their questions in advance of the AGM.</p> <p><b>Submission of questions.</b> Shareholders can submit questions related to the resolutions to be tabled for approval at the AGM to the Chairman of the Meeting, in advance of the AGM, via email to <a href="mailto:jennie@chinasunsine.com">jennie@chinasunsine.com</a>.</p> <p>When sending in your questions via email, please also provide us with the following details:</p> <ul style="list-style-type: none"><li>• your full name;</li><li>• your address;</li><li>• number of shares held; and</li><li>• the manner in which you hold shares in the Company (e.g., via CDP, CPF or SRS).</li></ul> <p><b>Deadline to submit questions.</b> All questions must reach us by <b>10.00 a.m. on 24 May 2020</b>.</p>



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No.	Steps	Details
		<p><b>Addressing questions.</b> We will endeavour to address all substantial and relevant questions received from shareholders during the AGM through live audio-visual conference. However, as there may not be sufficient time to address all such questions during the AGM itself, we will publish our responses to those questions which we are unable to address during the AGM, on our corporate website after the AGM.</p> <p><b>Minutes of AGM.</b> We will publish the minutes of the AGM on our corporate website, and the minutes will include the responses to substantial and relevant questions from shareholders which are addressed during the AGM.</p>
3.	<b>Submit proxy forms to vote</b>	<p><b>Appointment of Chairman of the Meeting as proxy.</b> Shareholders (whether individual or corporate) who pre-register to observe and listen to the AGM proceedings and wish to vote on the resolutions to be tabled at the AGM must appoint the Chairman of the Meeting as their proxy to attend and vote on their behalf at the AGM, in accordance with the instructions on the proxy form.</p> <p><b>Specific voting instructions to be given.</b> Where shareholders (whether individual or corporate) appoint the Chairman of the Meeting as their proxy, they 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.</p> <p><b>Submission of proxy forms.</b> Proxy forms must be submitted in the following manner:</p> <ul style="list-style-type: none"><li>(a) if submitted by post, be lodged with the Company at 112 Robinson Road, #11-01, Singapore 068902; or</li><li>(b) if submitted electronically, be submitted via email to the Company's Share Registrar at <a href="mailto:sg.is.proxy@sg.tricorglobal.com">sg.is.proxy@sg.tricorglobal.com</a>,</li></ul> <p>in either case, <b>by 10.00 a.m. on 25 May 2020.</b></p> <p>A shareholder 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.</p> <p><b>In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for shareholders to submit completed proxy forms by post, shareholders are strongly encouraged to submit completed proxy forms electronically via email.</b></p> <p>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 14 May 2020.</p>