

ADDENDUM DATED 12 APRIL 2023

**THIS ADDENDUM TO THE 2022 ANNUAL REPORT IS IMPORTANT AND REQUIRES YOUR IMMEDIATE ATTENTION.**

**If you are in any doubt as to the action you should take, you should consult your stockbroker, bank manager, accountant, solicitor or other professional adviser immediately.**

This Addendum is circulated to shareholders of Metis Energy Limited (formerly known as Manhattan Resources Limited) (the “**Company**”) together with the annual report for the financial year ended 31 December 2022 (“**2022 Annual Report**”). Its purpose is to provide Shareholders (as defined herein) with the relevant information relating to, and to seek Shareholders’ approval to renew, the Shareholders’ Mandate (as defined herein) to be tabled at the Annual General Meeting to be held by electronic means on Thursday, 27 April 2023 at 9:30 a.m. (“**2023 AGM**”). The Notice of Annual General Meeting and the accompanying Proxy Form are enclosed with the 2022 Annual Report. A printed copy of this Addendum, Notice of Annual General Meeting, Proxy Form and the 2022 Annual Report will not be despatched to shareholders. Instead, they will be sent to members by electronic means via publication on the Company’s corporate website (<https://www.metisenergy.com>) and will also be made available on SGXNet.

If you have sold or transferred all your Shares, you should immediately forward this Addendum, the Notice of Annual General Meeting and the accompanying Proxy Form to the purchaser or transferee or to the bank, stockbroker or other agent through whom the sale or transfer was effected for onward transmission to the purchaser or the transferee.

The SGX-ST assumes no responsibility for the accuracy of any of the statements or opinions made or reports contained in this Addendum.

Shareholders will not be able to attend the 2023 AGM in person. Instead, alternative arrangements have been put in place to allow Shareholders to participate at the 2023 AGM by (a) observing and/or listening to the 2023 AGM proceedings via “live” audio-visual webcast or “live” audio-only stream; (b) submitting questions “live” in advance of the 2023 AGM; and/or (c) “live” voting or appointing proxy(ies) or the Chairman of the 2023 AGM as proxy to vote on their behalf at the 2023 AGM.

Please refer to Section 6 of this Addendum and the Notice of Annual General Meeting dated 12 April 2023, which has also been uploaded on SGXNet at <https://www2.sgx.com/securities/company-announcements> and the Company’s corporate website at <https://www.metisenergy.com> on the same day for further information, including the actions to be taken by Shareholders to participate at the 2023 AGM.



**METIS ENERGY LIMITED**  
(Incorporated in the Republic of Singapore)  
(Company Registration Number: 199006289K)

**ADDENDUM IN RELATION TO**

**THE PROPOSED RENEWAL OF THE SHAREHOLDERS’ MANDATE FOR  
INTERESTED PERSON TRANSACTIONS**

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## DEFINITIONS

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In this Addendum, the following definitions apply throughout unless otherwise stated:

- “10 September 2009 Circular”** : The circular dated 10 September 2009 issued by the Company in relation to the Coal Shipping Contract
- “2021 Annual Report Addendum”** : Has the meaning ascribed to it in Section 1.2 of this Addendum
- “2022 AGM”** : Has the meaning ascribed to it in Section 1.2 of this Addendum
- “2022 Annual Report”** : The Company’s annual report for the financial year ended 31 December 2022
- “2023 AGM”** : Has the meaning ascribed to it on the cover page of this Addendum
- “22 February 2022 Circular”** : The circular dated 22 February 2022 issued by the Company in relation to, among others, the proposed diversification of the Group’s existing businesses to include the renewable energy business
- “Appendix”** : The appendix to this Addendum
- “Annual General Meeting”** : An annual general meeting of the Company
- “Associate”** : (a) in relation to any director, chief executive officer, substantial shareholder or controlling shareholder (being an individual) means:
- (i) his immediate family;
  - (ii) the trustees of any trust of which he or his immediate family is a beneficiary or, in the case of a discretionary trust, is a discretionary object; and
  - (iii) any company in which he and his immediate family together (directly or indirectly) have an interest of 30% or more;
- (b) in relation to a substantial shareholder or a controlling shareholder (being a company) means any other company which is its subsidiary or holding company or is a subsidiary of such holding company or one in the equity of which it and/or such other company or companies taken together (directly or indirectly) have an interest of 30% or more
- “Associated Company”** : A company in which at least 20% but not more than 50% of its shares are held by the Company or Group
- “Audit Committee”** : The audit committee of our Company for the time being
- “Bayan Group”** : Bayan Resources and its subsidiaries
- “Bayan Resources”** : PT Bayan Resources Tbk, a company listed on the Indonesia Stock Exchange

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## DEFINITIONS

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<b>“Bayan’s Coal Mining Subsidiaries”</b>	:	Has the meaning ascribed to it in Section 2.2 of the Appendix
<b>“Category 1 Transaction”</b>	:	Has the meaning ascribed to it in Section 2.9(a) of the Appendix
<b>“Category 2 Transaction”</b>	:	Has the meaning ascribed to it in Section 2.9(b) of the Appendix
<b>“CDP”</b>	:	The Central Depository (Pte) Limited
<b>“Coal Purchase Contract”</b>	:	Has the meaning ascribed to it in Section 2.2 of the Appendix
<b>“Coal Purchases”</b>	:	Has the meaning ascribed to it in Section 2.7(b) of the Appendix
<b>“Coal Shipping Contract”</b>	:	The coal shipping contract between PT Aneka and PT Muji Lines as summarily described in the 10 September 2009 Circular and approved by Shareholders on 25 September 2009
<b>“Companies Act”</b>	:	The Companies Act 1967 of Singapore, as amended, modified or supplemented from time to time
<b>“Company”</b>	:	Metis Energy Limited
<b>“Confirmation Email”</b>	:	Has the meaning ascribed to it in Section 6.1(a) of this Addendum
<b>“Constitution”</b>	:	The constitution of the Company, as amended, modified or supplemented from time to time
<b>“Controlling Shareholder”</b>	:	A person who:  (a) holds directly or indirectly 15% or more of the total voting rights in the company. The SGX-ST may determine that a person who satisfies this paragraph is not a controlling shareholder; or  (b) in fact exercises control over a company
<b>“CPF”</b>	:	The Central Provident Fund
<b>“CPF Agent Banks”</b>	:	Agent banks included under the CPFIS
<b>“CPF Investors”</b>	:	Investors who have purchased Shares pursuant to the CPFIS
<b>“CPFIS”</b>	:	CPF Investment Scheme
<b>“Development Business”</b>	:	Has the meaning ascribed to it in Section 2.1 of the Appendix
<b>“Directors”</b>	:	The directors of the Company for the time being
<b>“Entity at Risk”</b>	:	(a) the Company;  (b) a subsidiary of the Company that is not listed on the SGX-ST or an approved exchange; or  (c) an Associated Company that is not listed on the SGX-ST or an approved exchange, provided that our Group

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## DEFINITIONS

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		or our Group and our Interested Person(s), has control over the Associated Company
<b>“ERI”</b>	:	Energy Resource Investment Pte. Ltd.
<b>“Executive Directors”</b>	:	The executive directors of the Company for the time being
<b>“Existing Price Formula”</b>	:	Has the meaning ascribed to it in Section 2.2 of the Appendix
<b>“FY”</b>	:	Financial year ended or, as the case may be, ending 31 December
<b>“Group”</b>	:	The Company and its subsidiaries
<b>“Independent Directors”</b>	:	The independent directors of the Company for the time being
<b>“Indonesian Coal Price Regulations”</b>	:	Has the meaning ascribed to it in Section 2.2 of the Appendix
<b>“Interested Person”</b>	:	(a) a director, chief executive officer or Controlling Shareholder of the Company; or  (b) an Associate of any such director, chief executive officer or Controlling Shareholder
<b>“Interested Person Transaction”</b>	:	Means a transaction between an Entity at Risk and an Interested Person
<b>“Internal Auditors”</b>	:	The internal auditors of the Company for the time being
<b>“KaiYi”</b>	:	Has the meaning ascribed to it in Section 2.3 of the Appendix
<b>“Latest Practicable Date”</b>	:	The latest practicable date prior to the printing of this Addendum, being 21 March 2023
<b>“Listing Manual”</b>	:	The listing manual of the SGX-ST
<b>“LTK Group”</b>	:	Dato’ Dr. Low Tuck Kwong and his present and/or future Associates (excluding the Bayan Group), which are in their ordinary course of business involved in Property Leases
<b>“NTA”</b>	:	Net tangible assets
<b>“Notice of Annual General Meeting”</b>	:	Has the meaning ascribed to it in Section 1.1 of this Addendum
<b>“Pre-Registration Deadline”</b>	:	Has the meaning ascribed to it in Section 6.1(a) of this Addendum
<b>“Power Plant Business”</b>	:	Has the meaning ascribed to it in Section 2.1 of the Appendix
<b>“Property Leases”</b>	:	Has the meaning ascribed to it in Section 2.7(c) of the Appendix
<b>“Proxy Deadline”</b>	:	Has the meaning ascribed to it in Section 6.1(d)6.1(a) of this Addendum

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## DEFINITIONS

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“PT KP”	:	PT Kariangau Power, a subsidiary of the Company, established in Indonesia
“Renewable Energy Business”	:	Has the meaning ascribed to it in Section 2.1 of the Appendix
“Review Procedures”	:	Has the meaning ascribed to it in Section 2.1(a) of this Addendum
“SFA”	:	Securities and Futures Act 2001 of Singapore, as amended, modified or supplemented from time to time
“SGX-ST”	:	Singapore Exchange Securities Trading Limited
“Shareholders”	:	Registered holders of Shares except that where the registered holder is CDP, the term “ <b>Shareholders</b> ” shall, in relation to such Shares and where the context admits, mean the Depositors whose securities accounts are credited with Shares
“Shareholders’ Mandate”	:	The general mandate given by Shareholders for Interested Person Transactions pursuant to Chapter 9 of the Listing Manual, as further described in Section 1.2 of this Addendum and in the Appendix
“Shares”	:	Ordinary shares in the capital of the Company
“SRS”	:	Supplementary Retirement Scheme
“SRS Agent Banks”	:	Agent banks included under the SRS
“SRS Investors”	:	Investors who have purchased Shares under the SRS
“Vessel Charters”	:	Has the meaning ascribed to it in Section 2.7(a) of the Appendix

### Currencies, units and others

“MT”	:	Metric tonne of 1,000 kilograms
“S\$”	:	Singapore dollars
“%”	:	Per centum or percentage

The expression “**subsidiaries**” shall have the meaning ascribed to it in the Companies Act.

The terms “**Depositor**”, “**Depository**”, “**Depository Agent**”, “**Depository Register**” and “**Sub-Account Holder**” shall have the meanings ascribed to them, respectively, in Section 81SF of the SFA.

Words importing the singular shall, where applicable, include the plural and *vice versa*. Words importing the masculine gender shall, where applicable, include the feminine and neuter genders. References to persons shall include corporations.

The headings in this Addendum are inserted for convenience only and shall be ignored in construing this Addendum.

Any reference in this Addendum to any enactment is a reference to that enactment as for the time being amended or re-enacted. Any word defined under the Companies Act, the SFA, or the Listing Manual, or any statutory modification thereof and not otherwise defined in this Addendum shall have

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## DEFINITIONS

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the same meaning assigned to it under the Companies Act, the SFA, or the Listing Manual, or any statutory modification thereof, as the case may be.

Any reference to a time of day in this Addendum is made by reference to Singapore time unless otherwise stated.

Any discrepancies in the tables in this Addendum between the listed amounts and the totals thereof are due to rounding.

Any reference in this Addendum to “**we**”, “**our**”, “**us**” or their other grammatical variations is a reference to our Company, or our Group, or any member of our Group, as the context requires.

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## LETTER TO SHAREHOLDERS

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### METIS ENERGY LIMITED

(Incorporated in the Republic of Singapore)  
(Company Registration Number: 199006289K)

#### Directors:

Tang Kin Fei (Non-Executive and Non-Independent Board  
Chairman)  
Ajaib Hari Dass (Lead Independent Director)  
Tung Zhihong, Paul (Independent Director)  
Lee Fook Choon (Independent Director)  
Dr. Henry Wong Chuen Yuen (Independent Director)  
Tan Tong Hai (Non-Executive and Non-Independent Director)

#### Registered Office:

133 New Bridge Road  
#18-09 Chinatown Point  
Singapore 059413

12 April 2023

To: The Shareholders of  
Metis Energy Limited

Dear Sir/Madam

### THE PROPOSED RENEWAL OF THE SHAREHOLDERS' MANDATE FOR INTERESTED PERSON TRANSACTIONS

#### 1. INTRODUCTION

##### 1.1 Annual General Meeting

The Directors refer to the notice of the Annual General Meeting dated 12 April 2023 ("**Notice of Annual General Meeting**"), in relation to the 2023 AGM to be held by electronic means on Thursday, 27 April 2023 at 9:30 a.m. The Directors will be seeking Shareholders' approval to renew the Shareholders' Mandate (as defined in Section 1.2 below) at the 2023 AGM.

##### 1.2 Background

At the Annual General Meeting held on 28 April 2022 ("**2022 AGM**"), approval of the Shareholders was obtained for the renewal of the mandate to enable the Company, its subsidiaries and Associated Companies that are entities at risk (as that term is used in Chapter 9 of the Listing Manual) to enter into certain interested person transactions ("**Shareholders' Mandate**") with the classes of interested persons as set out in the Shareholders' Mandate. Particulars of the Shareholders' Mandate are set out in the Company's Addendum to the 2021 Annual Report dated 28 April 2022 (the "**2021 Annual Report Addendum**").

##### 1.3 Proposed renewal of the Shareholders' Mandate

At the 2022 AGM, the Shareholders' Mandate was expressed to take effect until the conclusion of the next Annual General Meeting. Accordingly, the Directors propose that the Shareholders' Mandate be renewed at the 2023 AGM, to take effect until the subsequent Annual General Meeting. The particulars of the interested person transactions in respect of which the Shareholders' Mandate is sought to be renewed remain unchanged.

The Shareholders' Mandate, including the rationale for, and the benefits to, the Company, the review procedures for determining transaction prices and other general information relating to Chapter 9 of the Listing Manual, are set out in the Appendix.



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## LETTER TO SHAREHOLDERS

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### 2. AUDIT COMMITTEE'S STATEMENT

- 2.1 Pursuant to Rule 920(1)(c) of the Listing Manual, the Audit Committee (comprising Tung Zhihong, Paul, Ajaib Hari Dass, Lee Fook Choon, Dr. Henry Wong Chuen Yuen and Tan Tong Hai) confirms that:
- (a) the methods or procedures for determining the transaction prices for Interested Person Transactions set out in the Appendix ("**Review Procedures**") have not changed since Shareholders approved the Shareholders' Mandate at the 2022 AGM; and
  - (b) the Review Procedures are sufficient to ensure that the Interested Person Transactions will be carried out on normal commercial terms and will not be prejudicial to the interests of the Company and its minority Shareholders.
- 2.2 If, during the periodic reviews by the Audit Committee, the Audit Committee is of the view that the Review Procedures were inadequate or inappropriate to ensure that the Interested Person Transactions will be on normal commercial terms, and will not be prejudicial to the interests of the Company and its minority Shareholders, or in the event of any amendment to Chapter 9 of the Listing Manual, it will, in consultation with the Board, take such action as it deems proper in respect of such procedures and/or modify or implement such procedures as may be necessary and direct the Company to revert to Shareholders for a fresh mandate based on new guidelines and procedures for transactions with Interested Persons.

### 3. DISCLOSURES

The Company will announce the aggregate value of transactions conducted with Interested Persons pursuant to the Shareholders' Mandate for the half-yearly or quarterly (as the case may be) financial periods which the Company is required to report on pursuant to the Listing Manual and within the time required for the announcement of such report.

Disclosure will also be made in the Company's annual report of the names of the interested persons, nature of the relationship and the corresponding aggregate value of all Interested Person Transactions conducted with such interested persons pursuant to the Shareholders' Mandate during the current financial year, and in the annual reports for the subsequent financial years during which the Shareholders' Mandate is in force, in accordance with the requirements of the Listing Manual.

### 4. DIRECTORS' RECOMMENDATION AND VOTING

- 4.1 The Directors are of the opinion that the proposed renewal of the Shareholders' Mandate is in the best interests of the Company and accordingly recommend that Shareholders vote in favour of the ordinary resolution relating to the proposed renewal of the Shareholders' Mandate as set out in the Notice of Annual General Meeting dated 12 April 2023.
- 4.2 In accordance with the requirements of Chapter 9 of the Listing Manual, Dato' Dr. Low Tuck Kwong, Low Yi Ngo and Elaine Low will abstain, and will ensure that their respective Associates will abstain, from voting on the ordinary resolution relating to the Shareholders' Mandate at the 2023 AGM.

## LETTER TO SHAREHOLDERS

### 5. DIRECTORS AND SUBSTANTIAL SHAREHOLDERS' INTERESTS

As at the Latest Practicable Date, the interests of the Directors and substantial Shareholders in issued voting Shares are as follows:

	Direct Interest		Deemed Interest		Total
	No. of Shares	% <sup>(1)</sup>	No. of Shares	% <sup>(1)</sup>	% <sup>(1)</sup>
<b><u>Directors</u></b>					
Tang Kin Fei	25,000,000	0.83	-	-	0.83
Ajaib Hari Dass	-	-	-	-	-
Tung Zhihong, Paul	-	-	-	-	-
Lee Fook Choon	588,800	0.02	-	-	0.02
Dr Henry Wong Chuen Yuen	-	-	-	-	-
Tan Tong Hai <sup>(2)</sup>	-	-	40,000,000	1.33	1.33
<b><u>Substantial Shareholders (other than Directors)</u></b>					
Dato' Dr. Low Tuck Kwong <sup>(3)</sup>	373,637	0.01	2,400,639,590	80.00	80.01
Low Yi Ngo <sup>(4)</sup>	5,980,200	0.20	1,849,521,700	61.64	61.84
Elaine Low <sup>(5)</sup>	-	-	1,849,521,700	61.64	61.64
Wong Kai Lai <sup>(6)</sup>	-	-	831,736,700	27.72	27.72
ERI	830,046,700	27.66	-	-	27.66
KaiYi	1,019,475,000	33.97	-	-	33.97

**Notes:**

- (1) The shareholding interest is calculated based on the total issued and paid-up share capital of the Company comprising 3,000,701,100 Shares (excluding treasury Shares) as at the Latest Practicable Date.
- (2) Mr. Tan Tong Hai is deemed interest in 40,000,000 Shares, of which the Shares are registered in the name of DBS Nominees Pte. Ltd.
- (3) Dato' Dr. Low Tuck Kwong is deemed interested in 2,400,639,590 Shares, of which (i) 549,427,890 Shares are registered in the name of Raffles Nominees (Pte) Limited, (ii) 1,690,000 Shares are held by his spouse, registered in the name of Citibank Nominees Singapore Pte Ltd, (iii) 830,046,700 Shares which are held by ERI through the 33.3% shareholding interest in ERI held by his spouse, and (iv) 1,019,475,000 Shares held by KaiYi through his 10.46% shareholding interest in KaiYi and 16.16% shareholding interest in KaiYi held by his spouse.
- (4) Mr. Low Yi Ngo is deemed interested in (i) the 830,046,700 Shares held by ERI through his 33.3% shareholding interest in ERI; and (ii) the 1,019,475,000 Shares held by KaiYi through his 34.22% shareholding interest in KaiYi.
- (5) Ms. Elaine Low is deemed interested in (i) the 830,046,700 Shares held by ERI through her 33.3% shareholding interest in ERI; and (ii) the 1,019,475,000 Shares held by KaiYi through her 34.22% shareholding interest in KaiYi.
- (6) Madam Wong Kai Lai is deemed interested in 831,736,700 Shares of which (i) 1,690,000 Shares are registered in the name of Citibank Nominees Singapore Pte Ltd and (ii) 830,046,700 Shares which are held by ERI through her 33.3% shareholding interest in ERI.

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## LETTER TO SHAREHOLDERS

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### 6. ACTIONS TO BE TAKEN BY SHAREHOLDERS

#### 6.1 No attendance at 2023 AGM

Shareholders will not be able to attend the 2023 AGM in person.

#### Alternative Arrangements

Shareholders will be able to observe and/or listen to the 2023 AGM proceedings through a “live” audio-video webcast or “live” audio-only stream via their mobile phones, tablets or computers, submit questions “live” or in advance of the 2023 AGM and vote “live” or by appointing proxy(ies) or the Chairman of the 2023 AGM as proxy to attend, speak and vote on their behalf at the 2023 AGM. To do so, Shareholders will need to complete the following steps:

(a) Pre-registration

**All Shareholders must pre-register at the pre-registration website at <https://globalmeeting.bigbangdesign.co/metis2023/> from the date of this Addendum till 9:30 a.m. on 25 April 2023 (the “Pre-Registration Deadline”) to enable the Company to verify their status as Shareholders.**

**Investors holding Shares through relevant intermediaries (as defined in Section 181 of the Companies Act (other than CPFIS Investors and/or SRS Investors)) will not be able to pre-register at the above website, for the “live” audio-video webcast or “live” audio-only stream of the 2023 AGM. An investor (other than CPFIS Investors and/or SRS Investors) who wishes to participate in the “live” audio-video webcast or “live” audio-only stream of the 2023 AGM should instead approach his/her/its relevant intermediary as soon as possible in order for the relevant intermediary to make the necessary arrangements to pre-register. The relevant intermediary is required to submit a consolidated list of participants (setting out in respect of each participant, his/her/its name, email address and NRIC/Passport/UEN number) to the Share Registrar, B.A.C.S. Private Limited, via email to [main@zicoholdings.com](mailto:main@zicoholdings.com) no later than 9:30 a.m. on 25 April 2023.**

Following the verification, authenticated Shareholders will receive an email by **9:30 a.m. on 26 April 2023** containing login credentials and the link to access the “live” audio-video webcast or “live” audio-only stream of the 2023 AGM (the “**Confirmation Email**”). As this is a private meeting, Shareholders must not disclose such details to others. Shareholders who have pre-registered by the Pre-Registration Deadline but have not received the Confirmation Email by **9:30 a.m. on 26 April 2023**, should contact the Company’s webcast vendor, Big Bang Design Pte Ltd, by email at [webcast@bigbangdesign.co](mailto:webcast@bigbangdesign.co) for assistance. The Company advises all Shareholders to pre-register as early as possible.

Shareholders who would have been able to be appointed as proxies by relevant intermediaries under Section 181(1C) of the Companies Act, such as CPFIS Investors and SRS Investors, should approach their CPF Agent Banks or SRS Agent Banks, to participate in the “live” audio-video webcast or “live” audio-only stream of the 2023 AGM.

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## LETTER TO SHAREHOLDERS

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(b) Submission of Questions

**Submission of questions.** Shareholders, including CPFIS Investors and SRS Investors, can submit substantial and relevant questions related to the resolutions to be tabled for approval at the 2023 AGM to the Chairman of the 2023 AGM, “live” at the 2023 AGM, or in advance of the 2023 AGM in the following manner:

- (i) **Via the pre-registration website.** Shareholders who pre-register to observe and/or listen to the 2023 AGM proceedings may submit their questions via the pre-registration website at <https://globalmeeting.bigbangdesign.co/metis2023/>
- (ii) **Via email.** Shareholders may submit their questions via email to [investor.relations@metisenergy.com](mailto:investor.relations@metisenergy.com)
- (iii) **By post.** Shareholders may also submit their questions by post to the Company’s registered office at 133 New Bridge Road, #18-09 Chinatown Point, Singapore 059413. When sending in your questions by post, Shareholders should provide the Company with the following details:
  - (i) their full name;
  - (ii) their address; and
  - (iii) the manner in which they hold Shares in the Company (e.g., via CDP, CPFIS or SRS).

**Deadline to submit questions.** All questions must be submitted by the **Pre-Registration Deadline**. Shareholders must pre-register to ask substantial and relevant questions “live” at the 2023 AGM. Verified Shareholders (including CPFIS Investors and SRS Investors) can also ask substantial and relevant questions related to the resolutions to be tabled for approval at the 2023 AGM, “live” at the 2023 AGM, by typing in and submitting their questions via electronic means at the live-streaming platform.

**Addressing questions.** The Company will endeavour to address all substantial and relevant questions received from Shareholders prior to the 2023 AGM via SGXNet and on the Company’s corporate website or during the 2023 AGM through “live” audio-visual webcast and “live” audio-only stream.

**Minutes of 2023 AGM.** The Company will publish the minutes of the 2023 AGM on its corporate website and on SGXNet, and the minutes will include the responses to substantial and relevant questions from shareholders which are addressed during the 2023 AGM within one month from the meeting.

(c) Live Voting

Shareholders (except a relevant intermediary (as defined in Section 181 of the Companies Act)) may cast their votes for each resolution “live” at the 2023 AGM. Unique access details for “live” voting will be provided to Shareholders who have pre-registered at <https://globalmeeting.bigbangdesign.co/metis2023/> and who have been verified to attend the 2023 AGM.

(d) Voting via the appointment of the Chairman of the 2023 AGM or such other person(s) as proxy(ies)

As an alternative to “live” voting, a Shareholder (whether individual or corporate and including a relevant intermediary as defined in Section 181 of the Companies Act, which includes CPFIS Investors and/or SRS Investors) may appoint the Chairman of the 2023 AGM or such other person(s) as his/her/its proxy to attend, speak and vote on his/her/its behalf at the 2023 AGM if such Shareholder wishes to exercise his/her/its

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## LETTER TO SHAREHOLDERS

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voting rights at the 2023 AGM. In appointing the Chairman of the 2023 AGM or such other person(s) as his/her/its proxy(ies) to attend as proxy or such other person(s) as his/her/its proxy(ies) to attend, a Shareholder (whether individual or corporate and including a relevant intermediary as defined in Section 181 of the Companies Act, which includes CPFIS Investors and/or the SRS Investors) must submit his/her/its instrument appointing the Chairman of the 2023 AGM or such other person(s) as his/her/its proxy(ies) to attend (i.e. the Proxy Form) together with the power of attorney or other authority under which it is signed (if applicable) or a duly certified copy thereof, to vote on his/her/its behalf. A Shareholder must give specific instructions as to voting, or abstentions from voting, in respect of a resolution in the proxy form, failing which the proxy will vote at his/her/its own discretion.

**Submission of Proxy Forms:** Proxy Forms must be submitted in the following manner:

- (i) if submitted in hard copy and sent by post, the Proxy Form must be lodged at the Company's the registered office at 133 New Bridge Road, #18-09 Chinatown Point, Singapore 059413; or
- (ii) if submitted electronically, the Proxy Form must be submitted via email to the Company at [investor.relations@metisenergy.com](mailto:investor.relations@metisenergy.com)

in either case, at least 48 hours before the time for holding the 2023 AGM, by no later than **9:30 a.m. on 25 April 2023** (the "**Proxy Deadline**").

Shareholders who wish to submit an instrument of proxy must first download, **complete and sign the** Proxy Forms, before submitting it by post to the address provided above, or before scanning and sending it by email to the email address provided above.

Investors who hold their Shares through relevant intermediaries as defined in Section 181 of the Companies Act (including CPF Investors and SRS Investors) and who wish to exercise their votes by appointing the Chairman of the 2023 AGM as proxy or such other person(s) as proxy(ies) should approach their respective relevant intermediaries (including their respective CPF Agent Banks or SRS Agent Banks) to submit their voting instructions by **9:30 a.m. on 18 April 2023** so that their respective relevant intermediaries may in turn submit their voting instructions in order to allow sufficient time for their respective relevant intermediaries to in turn submit a Proxy Form to appoint the Chairman of the 2023 AGM or such other person(s) as proxy(ies), as the case may be, to vote on their behalf **no later than the Proxy Deadline**.

**Shareholders are strongly encouraged to submit completed Proxy Forms electronically via email.**

A Shareholder may withdraw an instrument appointing the Chairman of the 2023 AGM or such other person(s) as proxy(ies) by sending an email to the Company at [investor.relations@metisenergy.com](mailto:investor.relations@metisenergy.com) to notify the Company of the withdrawal, no later than the Proxy Deadline.

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## LETTER TO SHAREHOLDERS

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### 7. DIRECTORS' RESPONSIBILITY STATEMENT

The Directors collectively and individually accept full responsibility for the accuracy of the information given in this Addendum and confirm after making all reasonable enquiries that, to the best of their knowledge and belief, this Addendum constitutes full and true disclosure of all material facts about the proposed renewal of the Shareholders' Mandate, the issuer and its subsidiaries, and the Directors are not aware of any facts the omission of which would make any statement in this Addendum misleading. Where information in the Addendum has been extracted from published or otherwise publicly available sources or obtained from a named source, the sole responsibility of the Directors has been to ensure that such information has been accurately and correctly extracted from those sources and/or reproduced in the Addendum in its proper form and context.

### 8. INSPECTION OF DOCUMENTS

The following documents are available for inspection at the registered office of the Company at 133 New Bridge Road, #18-09 Chinatown Point, Singapore 059413 during normal business hours from the date of this Addendum up to and including the date of the 2023 AGM:

- (i) the constitution of the Company;
- (ii) the 2022 Annual Report; and
- (iii) the 2021 Annual Report Addendum.

Yours faithfully

For and on behalf of  
the Board of Directors of  
**Metis Energy Limited**

**Tang Kin Fei**  
Non-Executive and Non-Independent Board Chairman

**THE SHAREHOLDERS' MANDATE**

**1. CHAPTER 9 OF THE LISTING MANUAL**

**1.1 Scope**

Chapter 9 of the Listing Manual applies to transactions which a listed company or any of its subsidiaries (other than a subsidiary that is listed on an approved stock exchange) or associated companies (other than an associated company that is listed on an approved stock exchange or over which the listed group and/or its interested person(s) has no control) proposes to enter into with a counterparty who is an interested person of the listed company.

**1.2 General Requirements**

Except for certain transactions which, by reason of the nature of such transactions, are not considered to put the listed company at risk to its interested person and are hence excluded from the ambit of Chapter 9 of the Listing Manual, immediate announcement, or, immediate announcement and shareholders' approval would be required in respect of transactions with interested persons if certain thresholds (which are based on the value of the transaction as compared with the listed company's latest audited consolidated NTA), are reached or exceeded.

In particular, shareholders' approval is required where:

- (a) the value of such transaction is equal to or exceeds 5% of the latest audited consolidated NTA of the group; or
- (b) the value of such transaction when aggregated with the value of all other transactions previously entered into with the same interested person in the same financial year of the group is equal to or exceeds 5% of the latest audited consolidated NTA of the group. However, a transaction which has been approved by shareholders, or is the subject approved by shareholders, need not be included in any subsequent aggregation.

Immediate announcement of a transaction is required where:

- (i) the value of such transaction is equal to or exceeds 3% of the latest audited consolidated NTA of the group, or
- (ii) the value of such transaction when aggregated with the value of all other transactions previously entered into with the same interested person in the same financial year of the group is equal to or exceeds 3% of the latest audited consolidated NTA of the group.

The above requirements for immediate announcement and for shareholders' approval do not apply to any transaction below S\$100,000.

**1.3 General Mandate**

Under Chapter 9 of the Listing Manual, a listed company may seek a general mandate from shareholders for recurrent transactions of a revenue or trading nature or those necessary for its day-to-day operations, which may be carried out with the listed company's interested persons, but not in respect of transactions relating to the purchase or sale of assets, undertakings or businesses. Due to the time-sensitive nature of commercial transactions, such a mandate will enable a listed company, in its ordinary course of business, to enter into certain categories of transactions with interested persons named in such mandate, provided such interested person transactions are made on normal commercial terms and are not prejudicial to the interests of the Company and its minority shareholders. A general mandate is subject to annual renewal.

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### 2. SHAREHOLDERS' MANDATE

#### 2.1 Existing business of the Group

The existing businesses of the Group include, amongst others, the (a) renewable energy business comprising on-grid and off-grid renewable energy business segments; power ("**Renewable Energy Business**") and (b) business of constructing, acquiring, operating and maintaining coal-fired steam power plants and production and sale of electric power ("**Power Plant Business**").

In its ordinary course of business, the Group has, from time to time, entered into transactions with the Bayan Group and the LTK Group, further details of which are set out in Sections 2.2 to 2.4 below.

#### 2.2 Transactions with the Bayan Group

The Bayan Group is engaged in open cut mining of various coal quality from mines located primarily in East and South Kalimantan. As an integrated coal producer in Indonesia, the Bayan Group through its various mines, produces coal ranging from semi-soft coking coal to environmentally-friendly low sulphur, sub-bituminous coal. Details on the entities of the Bayan Group whose principal activity is coal mining and with whom the Group may transact with in relation to Coal Purchases ("**Bayan's Coal Mining Subsidiaries**") are as follows:

Subsidiary	Effective interest held by Bayan Resources
PT Perkasa Inakakerta	100%
PT Teguh Sinarabadi	100%
PT Bara Tabang	90%
PT Fajar Sakti Prima	90%
PT Brian Anjat Sentosa	100%
PT Firman Ketaun Perkasa	100%
PT Wahana Baratama Mining	100%
PT Gunungbayan Pratamacoal	92.7%

In its ordinary course of business, the Bayan Group has, from to time, (a) chartered vessels from the Group to transport its coal; and (b) sold its coal to the Group for use in the Group's Power Plant Business, further details of which are set out below.

On 25 September 2009, the Company sought and obtained Shareholders' approval for PT Aneka to enter into the Coal Shipping Contract with PT Muji Lines, which constituted an Interested Person Transaction under Chapter 9 of the Listing Manual. PT Muji Lines is a subsidiary of Bayan Resources, and its principal activity is shipping.

In obtaining Shareholders' approval, it was highlighted to Shareholders in the 10 September 2009 Circular that under the Coal Shipping Contract, amongst others:

- (a) PT Aneka agreed to supply to PT Muji Lines, if requested by PT Muji Lines and subject to availability, additional barges for such charter period as may be agreed by PT Aneka and PT Muji Lines; and



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- (b) the freight rate shall be computed on the basis of pre-determined rates for each loading port and the volume of coal shipped. In determining the rates, consideration is given to the amount of fuel required, the size of vessels, and a pre-agreed foreign exchange rate. The rates may be adjusted upward or downward in the event of any material changes to or the introduction of factors and/or the occurrence of events beyond the reasonable control of the parties.

Pursuant to the Coal Shipping Contract, PT Muji Lines requested additional barges to be allocated to new loading ports at new freight rates and time charter rates.

The Coal Shipping Contract which initially expired on 30 September 2014 was extended and the extended Coal Shipping Contract expired on 30 April 2015. Spot charter contracts were signed between the parties subsequent to April 2015. Thereafter, PT Aneka and PT Muji Lines entered into a long-term Coal Barging Services Agreement (as amended by the first Amendment to Coal Barging Services Agreement dated 3 July 2017), for a period of five (5) years commencing on 1 April 2016 and ending on 31 March 2021. The terms of the Coal Barging Services Agreement, which is under the Shareholders' Mandate, have been determined based on the guidelines outlined in Section 2.8 and had been approved in accordance with the process detailed in Section 2.9 below. The Coal Barging Services Agreement was terminated subsequently as the designated fleet were no longer serviced by PT Muji Lines.

In addition, in 2017 and 2018, our subsidiary, PT KP, has been purchasing coal from PT Fajar Sakti Prima and PT Bara Tabang, both of which are subsidiaries of Bayan Resources with the principal activity of coal mining. The coal purchase price is not fixed and is based on the prevailing coal benchmark price published regularly by the Indonesian government, subject to price adjustments to be made in accordance with the provisions of the Indonesian Coal Price Regulations (as defined below), based on certain quality parameters of the coal supplied by PT Fajar Sakti Prima and PT Bara Tabang ("**Existing Price Formula**"). In this regard, pursuant to the Regulation of the Minister of Energy and Mineral Resources No. 07 of 2017 as amended by Regulation No. 44 of 2017 concerning Procedures on Determination of Metal Minerals and Coal Benchmark Price Injunction the Director General Regulation No. 515.K/32/DJB/2011 dated 22 September 2011 (collectively, "**Indonesian Coal Price Regulations**"), all coal producers in Indonesia are required to determine their prices for coal with reference to the coal benchmark price published by the Indonesian government. The coal benchmark price published by the Indonesian government represents the minimum price at which coal may be sold by coal producers in Indonesia. In order to ensure a regular supply of coal, PT KP intends to enter into a coal purchase contract ("**Coal Purchase Contract**") to formalise the ad-hoc arrangement with PT Fajar Sakti Prima and PT Bara Tabang, pursuant to which PT KP may purchase 225,000 MT to 275,000 MT of coal per year at a price calculated in accordance with the Existing Price Formula.

As at the Latest Practicable Date, each of Dato' Dr. Low Tuck Kwong and Low Yi Ngo has a total interest, both direct and deemed, of approximately 80.01% and 61.84% in the issued and paid-up capital of the Company. Accordingly, under the Listing Manual, Dato' Dr. Low Tuck Kwong is deemed to be a Controlling Shareholder of the Company. Low Yi Ngo is the son of Dato' Dr. Low Tuck Kwong. Elaine Low is the daughter of Dato' Dr. Low Tuck Kwong and the sister of Low Yi Ngo.

As at the Latest Practicable Date, Dato' Dr. Low Tuck Kwong owns 61.00% of Bayan Resources, while his son Low Yi Ngo owns 0.18% of Bayan Resources and is on the board of directors of Bayan Resources. Accordingly, under the Listing Manual, the Bayan Group, comprising Bayan Resources and its subsidiaries including, PT Muji Lines, PT Fajar Sakti Prima and PT Bara Tabang are deemed to be Interested Persons for the purposes of Chapter 9 of the Listing Manual.

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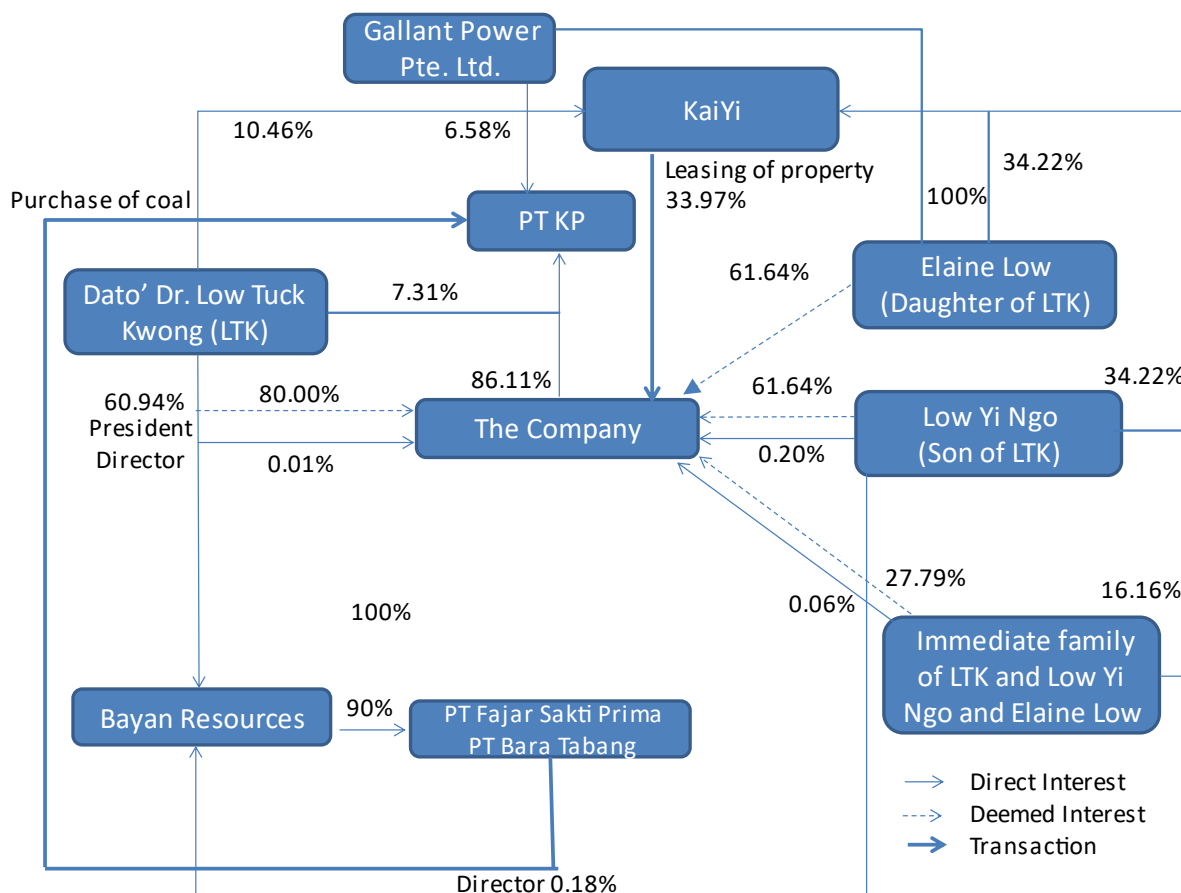
**2.3 Transactions with the LTK Group**

Since 2014, the Company has been leasing the premises at 133 New Bridge Road #18-08/09 Chinatown Point Singapore 059413 from KaiYi Investment Pte. Ltd. (“**KaiYi**”) for use as its office premises. KaiYi is a private exempt company incorporated in Singapore, and its principal activities are investment holding, provision of management services and leasing of its investment properties. The rental paid for such office premises was approximately S\$150,000 for FY2022 and was arrived at after taking into account relevant factors including the prevailing market rental rates for comparable properties within the vicinity.

As at the Latest Practicable Date, Dato’ Dr. Low Tuck Kwong owns 10.46% of KaiYi, Low Yi Ngo and Elaine Low each owns 34.22% of KaiYi and the immediate family of Dato’ Dr. Low Tuck Kwong, Low Yi Ngo and Elaine Low owns 16.16% of KaiYi. Accordingly, under the Listing Manual, Kaiyi is part of the LTK Group and is deemed to be an Interested Person for the purposes of Chapter 9 of the Listing Manual.

**2.4 Illustration**

The illustration below shows the Company’s transactions with the Bayan Group and the LTK Group under the Shareholders’ Mandate:



## **2.5 The Rationale and Benefit of the Shareholders' Mandate**

The Directors believe that the provision of vessel charters (including the Coal Shipping Contract) to the Bayan Group is beneficial to the Group as existing transactions with the Bayan Group have provided the Company with a steady stream of business since 2009, and it is expected to continue to contribute positively to the Group's overall financial performance.

In relation to the Coal Purchase Contract, the Directors believe that it is important for PT KP to secure a regular supply of coal for its Power Plant Business, and accordingly, that the purchase of coal from the Bayan Group is beneficial to the Group.

In relation to the leasing of property from the LTK Group, while the value of the leases (being the rental paid) have not crossed 5% of the Group's latest audited NTA (which would thereby require Shareholders' approval to be obtained), the Directors anticipate that with the growth of its business, the Group may enter into additional lease transactions with the LTK Group in future.

Owing to the time-sensitive nature of commercial transactions, the obtaining of the Shareholders' Mandate will enable the Group, in the ordinary course of its business, to enter into the Interested Person Transactions set out in Section 2.7 with the Interested Persons named in Section 2.6, provided such transactions are entered into on an arm's length basis and on normal commercial terms, and are not prejudicial to the Company and its minority Shareholders. This will eliminate the need for the Company to announce and convene separate general meetings on each occasion to seek Shareholders' approval for each separate Interested Person Transaction to be entered into between the Group and the Interested Persons of a revenue or trading nature or those necessary for its day-to-day operations, thereby substantially reducing the time and expenses associated with the convening of such general meetings. This will also allow the Company to focus on other corporate and business opportunities.

## **2.6 Names of Interested Persons**

As set out in Sections 2.2 and 2.3 of this Appendix, as at the Latest Practicable Date, Dato' Dr. Low Tuck Kwong is a Controlling Shareholder of the Company and has a total interest, both direct and deemed, of approximately 80.01% in the issued and paid-up capital of the Company. Low Yi Ngo is the son of Dato' Dr. Low Tuck Kwong. Elaine Low is the daughter of Dato' Dr. Low Tuck Kwong and the sister of Low Yi Ngo. Dato' Dr. Low Tuck Kwong owns 60.94% of Bayan Resources, while Low Yi Ngo owns 0.18% of Bayan Resources and is on the board of directors of Bayan Resources. KaiYi is 10.46% owned by Dato' Dr. Low Tuck Kwong, 34.22% owned by each of Low Yi Ngo and Elaine Low, and the immediate family of Dato' Dr. Low Tuck Kwong, Low Yi Ngo and Elaine Low owns 16.16% of KaiYi.

The Shareholders' Mandate will apply to the Group's Interested Person Transactions with the following Interested Persons:

- (a) Bayan Resources;
- (b) PT Perkasa Inakakerta;
- (c) PT Teguh Sinarabadi;
- (d) PT Bara Tabang;
- (e) PT Fajar Sakti Prima;
- (f) PT Brian Anjat Sentosa;
- (g) PT Firman Ketaun Perkasa;

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- (h) PT Wahana Baratama Mining;
- (i) PT Gunungbayan Pratamacoal;
- (j) PT Muji Lines; and
- (k) KaiYi.

As mentioned in Sections 2.2 and 2.3 above, the Group from time to time transacts with (a) the following subsidiaries of the Bayan Group, namely, PT Muji Lines and/or PT Wahana Baratama Mining (in respect of the Coal Barging Services Agreement) and PT Fajar Sakti Prima and PT Bara Tabang (in respect of Coal Purchases); and (b) KaiYi, which is an Associate of Dato' Dr. Low Tuck Kwong and, in turn, part of the LTK Group (in respect of the lease of office premises). For the avoidance of doubt, the Shareholders' Mandate will apply to the categories of Interested Person Transactions set out in Section 2.7 below which are carried out between the Group and (a) Bayan Resources, Bayan's Coal Mining Subsidiaries, and PT Muji Lines; and (b) KaiYi.

Transactions with the Bayan Group, the LTK Group or any other Interested Person of the Group, which do not fall within the ambit of the Shareholders' Mandate, shall be subject to the relevant provisions of Chapter 9 of the Listing Manual.

### 2.7 Categories of Interested Person Transactions

The categories of Interested Person Transactions which will be covered by the Shareholders' Mandate include:

- (a) the chartering of vessels, including time charters, bareboat charters, tonnage rate charters as well as the reimbursement of fuel oil expenses ("**Vessel Charters**"), by the Bayan Group from the Group;
- (b) the purchase of coal ("**Coal Purchases**"), by the Group from the Bayan Group; and
- (c) the leasing of property, including office equipment, furniture and fittings ("**Property Leases**"), by the Group from KaiYi.

The Shareholders' Mandate will not cover any Interested Person Transaction which has a value below S\$100,000 as, pursuant to Rules 905(3) and 906(2) of the Listing Manual, the threshold and aggregation requirements of Chapter 9 of the Listing Manual do not apply to such transactions.

### 2.8 Guidelines and Review Procedures for Interested Person Transactions under the Shareholders' Mandate

The Group will establish the following guidelines and review procedures pursuant to the Shareholders' Mandate to ensure that the Interested Person Transactions are undertaken on an arm's length basis and on normal commercial terms consistent with the Group's usual business practices and policies, which are generally no more favourable to the Interested Persons than those extended to or by unrelated third parties:

#### Method and procedure for determining prices or value for Interested Person Transactions

- (a) Provision of Vessel Charters to the Bayan Group

When providing Vessel Charters to the Bayan Group, the fees charged by the Group will be determined on a case-by-case basis, after taking into account the Group's usual business practices and pricing policies and all other relevant factors, including but not limited to, the size of vessels, the term of charter, volume and strategic purposes of the transaction. As a general guideline for the Group's pricing policies for the provision of Vessel Charters, cost drivers will be based, whenever possible, on published

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indices. When there is no such public data available, the Group will generally adopt a cost-plus pricing policy. The margin will be based on several factors, including but not limited to, the Company's operating experience, industry knowledge, and negotiations with the Bayan Group. In this connection, to determine whether a particular margin is reasonable, the Company will consider usual margins obtained by the Group for the same or substantially similar type of Vessel Charters to non-interested persons.

The terms offered to the Bayan Group will not be more favourable than those offered to the Group's unrelated third-party customers, taking into account factors such as credit terms, transaction volume, delivery requirements, length of business relationship and potential for future repeat business.

In the event that it is not possible to determine whether the terms of the Interested Person Transactions with the Bayan Group are more or less favourable than the terms quoted to unrelated third parties (for instance, if there are no relevant successful Vessel Charters to unrelated third parties for comparison), an Executive Director or any such persons as may be appointed by the Audit Committee (each of whom does not have any interests, whether direct or deemed, in relation to the Bayan Group or to the Interested Person Transaction) will evaluate and weigh the benefits of, and rationale for, transacting with the Bayan Group to determine whether the terms for the provision of Vessel Charters to the Bayan Group are fair and reasonable in the circumstances after consideration of relevant factors before submitting a written recommendation to the Audit Committee. The Audit Committee will evaluate the recommendation in respect of the Interested Person Transaction before deciding to approve or reject the Interested Person Transaction.

(b) Coal Purchases from the Bayan Group

The purchase price to be paid by the Group to the Bayan Group pursuant to the Coal Purchase Contract is determined with reference to the Existing Price Formula, which is based on the minimum price at which coal may be sold by coal producers in Indonesia as published by the Indonesian government. When purchasing coal from the Bayan Group, the purchase price paid by the Group for the Coal Purchases will not be higher than that based on the Existing Price Formula.

In the event that the terms of the Coal Purchases with the Bayan Group are not based on the Existing Price Formula and it is not possible to determine whether the terms of the Coal Purchases are more or less favourable than the terms quoted by unrelated third parties because for instance, if there are no unrelated third party suppliers selling coal of the particular specification which the Group requires hence the Group is not able to obtain relevant quotations for comparison, an Executive Director or any such persons as may be appointed by the Audit Committee (each of whom does not have any interests, whether direct or deemed, in relation to the Bayan Group or to the Interested Person Transaction) will evaluate and weigh the benefits of, and rationale for, transacting with the Bayan Group to determine whether the terms for the Coal Purchases from the Bayan Group are fair and reasonable in the circumstances after consideration of relevant factors before submitting a written recommendation to the Audit Committee. The Audit Committee will evaluate the recommendation in respect of the Interested Person Transaction before deciding to approve or reject the Interested Person Transaction.

(c) Obtaining of Property Leases from the LTK Group

When obtaining Property Leases from the LTK Group, the Group will either (i) take into account the rental and terms of at least two other comparative premises (where possible), contemporaneous in time and all other relevant factors, including but not limited to, the tenure of the lease and the condition of the premises (including the equipment, furniture and fittings available); or (ii) engage a property valuer to perform a valuation on the Property Leases. The rental paid by the Group will not be higher

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than the most competitive rental of the two comparative premises or the valuation as determined by the property valuer.

In the event that it is not possible to determine whether the terms of the Interested Person Transactions with the LTK Group are more or less favourable than the terms quoted by unrelated third parties (for instance, if there are no relevant comparative rentals), an Executive Director or any such persons as may be appointed by the Audit Committee (each of whom does not have any interests, whether direct or deemed, in relation to the LTK Group or to the Interested Person Transaction) will evaluate and weigh the benefits of, and rationale for, transacting with the LTK Group to determine whether the terms for the Property Leases from the LTK Group are fair and reasonable in the circumstances after consideration of relevant factors before submitting a written recommendation to the Audit Committee. The Audit Committee will evaluate the recommendation in respect of the Interested Person Transaction before deciding to approve or reject the Interested Person Transaction.

### 2.9 **Approval Process for Interested Person Transactions under the Shareholders' Mandate**

In addition to the guidelines and review procedures, the following approval procedures will be implemented to supplement existing internal control procedures for the Interested Person Transactions to ensure that such transactions are undertaken on an arm's length basis and on normal commercial terms:

- (a) Each Category 1 Transaction, where the value thereof equals or exceeds S\$100,000 but is less than or equal to 3% of the Group's latest audited NTA, will be reviewed and approved by an Executive Director of the Group or any such persons as may be appointed by the Audit Committee (who shall not be an Interested Person in respect of the particular transaction) prior to entering into the transaction; and
- (b) Each Category 2 Transaction, where the value thereof exceeds 3% of the Group's latest audited NTA, will be reviewed and approved by the Audit Committee prior to entering into the transaction.

The threshold limits set out above are adopted by the Group after taking into consideration the nature and size of the transactions, so as to provide for business efficiency and at the same time ensure that material transactions with the Interested Persons are reviewed by the Audit Committee. If any member of the Board or the Audit Committee has an interest in the transaction to be reviewed, he will abstain from any decision in respect of that transaction.

### 2.10 **General Administrative Procedures for all Interested Person Transactions**

The Group has also implemented the following procedures for the identification of Interested Persons and the recording of all Interested Person Transactions:

- (a) The Company will maintain a list of Interested Persons (which is to be updated immediately if there are any changes or at least annually) and will disclose the list to all employees within the Group to enable the identification of Interested Persons. This master list of Interested Persons shall be reviewed on a quarterly basis by the Audit Committee.
- (b) The Deputy Chief Financial Officer or any such persons as may be appointed by the Audit Committee (each of whom does not have any interests, whether direct or deemed, in relation to the Bayan Group or to the Interested Person Transaction) will maintain a register of all transactions, including transactions below S\$100,000, entered into with Interested Persons, recording the basis on which transactions are entered into (including the quotations obtained to support such basis, on which the transactions are entered into). This register of transactions will be reviewed by the Audit Committee at least on a quarterly basis.

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- (c) The Group will also carry out an internal audit of all Interested Person Transactions on a periodic basis and the Internal Auditors of the Company will then report to the Chairman of the Audit Committee on all Interested Person Transactions, and the basis of such transactions, entered into with Interested Persons. The internal audit report will be reviewed by the Audit Committee to ascertain whether the guidelines and procedures established to monitor Interested Person Transactions have been complied with.
- (d) In conjunction with the internal audit of all Interested Person Transactions as set out in subparagraph (c) above, the Audit Committee will also review the internal controls and review procedures for Interested Person Transactions to determine if they are adequate and/or commercially practicable in ensuring that the transactions between the Company and the Interested Persons are conducted on an arm's length basis, on normal commercial terms consistent with the Company's usual business practices and policies and not prejudicial to the interests of the Company and its minority Shareholders. In connection with such a review, the Audit Committee will also ascertain whether the established internal controls and review procedures have been complied with.
- (e) The Directors will periodically attend training on Interested Person Transactions so as to enhance their understanding of such transactions so that they will know the appropriate courses of action to take should such transactions occur.

The Audit Committee shall also review on a half-yearly basis to ensure that the guidelines and review procedures for transactions under the Shareholders' Mandate have been complied with and remain adequate and commercially practicable in ensuring that the Interested Person Transactions will be carried out on normal commercial terms and are not prejudicial to the interests of the Company and its minority Shareholders. Further, if during these periodic reviews, the Audit Committee is of the view that the guidelines and review procedures are not sufficient to ensure that transactions under the Shareholders' Mandate will be on an arm's length basis and on normal commercial terms and will not be prejudicial to the interests of the Company and its minority Shareholders, it will, in consultation with the Board, take such action as it deems proper in respect of such procedures and/or modify or implement such procedures as may be necessary and will direct the Company to revert to the Shareholders for a fresh mandate based on new guidelines and procedures for transactions with the Interested Persons.

For the purpose of the above review and approval process, any Director or a member of the Audit Committee, who has an interest in the Interested Person Transaction under review, will abstain from voting on any resolution relating to the Interested Person Transaction and/or abstain from participating in the Audit Committee's review or approval of that Interested Person Transaction.