

BEVERLY JCG LTD.
(Company Registration Number 200505118M)
(Incorporated in the Republic of Singapore)

INSTRUCTIONS TO SHAREHOLDERS FOR EXTRAORDINARY GENERAL MEETING

1. **Background.** Beverly JCG Ltd. (“**Beverly JCG**” or the “**Company**”) refers to:
 - (a) the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on 7 April 2020 which enables the Minister of 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;
 - (b) 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 subsequently amended on 27 March 2020, 29 September 2020 and 6 April 2021), and which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and
 - (c) the joint statement by the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation of 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020, 1 October 2020, 9 April 2021, 4 February 2022 and 15 December 2022) which provides guidance on the conduct of general meetings amid the evolving COVID-19 situation.
2. **Date, time and conduct of EGM.** The Company is pleased to announce that pursuant to the Order, the EGM will be convened and held by way of electronic means, on **28 April 2023 at 3.00 p.m.** (or as soon thereafter following the conclusion or adjournment of the Annual General Meeting of the Company to be held at 2.30 p.m. on the same day).
3. **Circular, Notice of EGM and proxy form.** The circular to shareholders dated 13 April 2023 (“**Circular**”), Notice of EGM and proxy form will be sent to shareholders solely by electronic means via publication of the Company’s corporate website at <https://www.beverlyjcg.com/investor-relations/announcements/> and on the SGX website at <https://www.sgx.com/securities/company-announcements>. There will not be printed copies of these documents sent to shareholders.
4. **No personal attendance at EGM.** As a precautionary measure due to the current COVID-19 situation in Singapore, **shareholders will not be able to attend the EGM in person.**
5. Alternative arrangements for participation at the EGM. Shareholders may participate at the EGM by:
 - (a) observing and/or listening to EGM proceedings via live audio-visual webcast or live-audio only stream;
 - (b) submitting questions in advance of the EGM;
 - (c) appointing proxy(ies) or the chairman of the meeting of the Company (the “**Chairman of the Meeting**”) as proxy to vote on their behalf at the EGM;
 - (d) raising comments, queries and/or questions by real-time electronic communication at the EGM; and
 - (e) voting on the resolutions tabled at the EGM by real-time electronic voting.

Details of the steps for pre-registration, pre-submission of questions and voting at the EGM are set out in the Appendix.

6. **Persons who hold shares through relevant intermediaries (as defined in Section 181 of the Companies Act 1967 of Singapore)**

(a) Persons who hold shares in the Company (“**Shares**”) through CPF and SRS (“**CPF/SRS Investors**”) who wish to participate in the EGM by (i) observing and/or listening to the EGM proceedings via live audio-visual webcast or live-audio only stream; (ii) submitting questions in advance of the EGM; and (iii) voting “live” at the EGM if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators, should follow the steps for pre-registration and pre-submission of questions set out in the Appendix. **However, CPF/SRS Investors who wish to appoint the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the EGM should approach their respective CPF Agent Banks or SRS Operators to submit their voting instructions by 5.00 p.m. on 18 April 2023.**

(b) Persons who hold Shares through relevant intermediaries (other than CPF/SRS Investors) who wish to participate in the EGM by (i) observing and/or listening to the EGM proceedings via live audio-visual webcast or live-audio only stream; (ii) submitting questions in advance of the EGM; and/or (iii) voting “live” at the EGM or by appointing the Chairman of the Meeting or such other person as proxy to attend, speak and vote on their behalf at the EGM, **should contact the relevant intermediary through which they hold such shares as soon as possible in order for the necessary arrangements for them to participate in the EGM.**

7. **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
From 9.00 a.m. on 14 April 2023	Shareholders may begin to pre-register at https://conveneagm.com/sg/beverlyjcgagm2023 for the live webcast or live audio-only stream of the EGM proceedings, as well as submit questions in advance.
5.00 p.m. on 18 April 2023	Deadline for CPF/SRS investors who wish to appoint the Chairman for the Meeting as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
3.00 p.m. on 21 April 2023	Deadline for shareholders to submit questions in advance. Shareholders can submit questions (a) via the pre-registration website, (b) via email to srs.teamd@boardroomlimited.com , or (c) via post. Details on the steps for pre-submission of questions are set out in the Appendix.
Before trading hours on 24 April 2023	Deadline for the Company to address all substantial and relevant questions prior to the EGM by publishing the responses to questions on the Company’s website and on SGXNet.
3.00 p.m. on 26 April 2023	Deadline for shareholders to: <ul style="list-style-type: none"> • pre-register for the live webcast or live audio-only stream of the EGM proceedings; and • submit proxy forms. Details on the steps for pre-registration and the submission of proxy forms are set out in the Appendix.

<p>3.00 p.m. on 27 April 2023</p>	<p>Authenticated shareholders who pre-registered for the live webcast or live audio-stream of the EGM proceedings will receive an email which will contain user ID and password details and the link to access the live webcast, as well as a toll-free telephone number to access the live audio-only stream of the EGM proceedings (the “Confirmation Email”).</p> <p>Shareholders must not forward the abovementioned link or telephone number to other persons who are not shareholders of the Company and who are not entitled to attend the EGM. This is also to avoid any technical disruptions or overload to the live webcast or live audio-only stream.</p> <p>Shareholders who do not receive the Confirmation Email by 3.00 p.m. on 27 April 2023, but have registered by the 26 April 2023 deadline should contact the Company at ir@jcg-investment.com.</p> <p>To ensure orderly proceedings and timely commencement of the EGM, Shareholders are encouraged to accept the live webcast or live audio-only stream at least 15 minutes prior to the commencement of the EGM.</p>
<p>3.00 p.m. on 28 April 2023</p>	<p>Follow the instructions in the Confirmation Email to access the live webcast or call the toll-free telephone number in the Confirmation Email to access the live audio-only stream of the EGM proceedings.</p>

8. **Important reminder. Shareholders should check the Company’s website at <https://www.beverlyjcg.com/investor-relations/announcements/> for the latest updates on the status of the EGM.**

The Company would like to thank all shareholders for their patience and co-operation in enabling us to hold our EGM amidst the current COVID-19 pandemic.

APPENDIX

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

Shareholders will be able to observe and / or listen to the EGM proceedings through a live webcast or live audio-only stream by pre-registering, submit questions in advance of the EGM and vote by proxy or “live” at the EGM.

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 https://conveneagm.com/sg/beverlyjcgagm2023 from 9.00 a.m. on 14 April 2023 till 3.00 p.m. on 26 April 2023 to enable the Company to verify their status as shareholders.</p> <p>Following the verification, authenticated shareholders will receive an email by 3.30 p.m. on 26 April 2023. The email will contain user ID and password details and the link to access the live webcast, as well as a toll-free telephone number to access the live audio-only stream of the EGM proceedings user ID and password details as well as the link(s) to access the live webcast of the EGM proceedings.</p> <p>Shareholders must not forward the abovementioned link or telephone number to other persons who are not shareholders of the Company and who are not entitled to attend the EGM. This is also to avoid any technical disruptions or overload to the live webcast or live audio-only stream.</p> <p>Shareholders who do not receive an email by 3.00 p.m. on 27 April 2023, but have registered by the 26 April 2023 deadline should contact ir@jcg-investment.com.</p> <p>Persons who hold shares in the capital of the Company (“Shares”) through relevant intermediaries (other than CPF/SRS Investors) will not be able to pre-register at https://conveneagm.com/sg/beverlyjcgagm2023 for the live broadcast of the EGM. If they wish to participate in the live broadcast of the EGM, they should instead approach his/her/its relevant intermediary as soon as possible in order to make the necessary arrangements to participate in the live broadcast of the EGM.</p>
2.	Submit questions in advance	<p>Shareholders will not be able to ask questions at the EGM live during the live webcast or live audio-only stream, and therefore it is important for shareholders to pre-register and submit their questions in advance of the EGM.</p> <p>Submission of questions. Shareholders can submit questions related to the resolution to be tabled for approval at the EGM to the Chairman of the Meeting, in advance of the EGM, in the following manner:</p> <p>(a) Via the pre-registration website. Shareholders who pre-register to observe and/or listen to the EGM proceedings may submit their questions via the pre-registration website at https://conveneagm.com/sg/beverlyjcgagm2023. Pre-registration commences from 9.00 a.m. on 14 April 2023.</p>

No.	Steps	Details
		<p>(b) Via email to srs.teamd@boardroomlimited.com. When sending in your questions to the Company's Share Registrar's email, please also provide us with the following details:</p> <ul style="list-style-type: none"> • your full name & NRIC / FIN / Passport Number; • your address; and • the manner in which you hold Shares (e.g., via CDP, CPF/SRS, scrip-based etc). <p>(c) By Post. Shareholders may also submit their questions by post to Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., 1 Harbourfront Avenue, Keppel Bay Tower, #14-07, Singapore 098632. When sending in your questions by post, please also provide us with the following details:</p> <ul style="list-style-type: none"> • your full name & NRIC / FIN / Passport Number; • your address; and • the manner in which you hold Shares (e.g., via CDP, CPF/SRS, scrip-based etc). <p>Deadline to submit questions. All questions must be submitted by 3.00 p.m. on 21 April 2023.</p> <p>Minutes of EGM. The Company will publish the minutes of EGM on its corporate website and on SGXNet.</p>
3.	Addressing questions in advance	The Company will address all substantial and relevant questions at least 48 hours prior to the closing date and time for the submission of the proxy forms by publishing the responses to questions on the Company's website and on SGXNet.
4.	Submit proxy forms to vote	<p>Appointment of proxy(ies). Shareholders (whether individual or corporate) who pre-register to observe and / or listen to the EGM proceedings and wish to vote on the resolution to be tabled at the EGM may appoint proxy(ies) or the Chairman of the Meeting as his/her/its proxy to vote on his/her/its behalf at the EGM, in accordance with the instructions on the proxy form.</p> <p>Specific Voting instructions to be given. 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>Submission of proxy forms. Proxy forms must be submitted in the following manner:</p> <p>(a) if submitted by post, be lodged with the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., 1 Harbourfront Avenue, Keppel Bay Tower, #14-07, Singapore 098632; or</p>

No.	Steps	Details
		<p>(b) if submitted electronically, be submitted via email to the Company's Share Registrar at srs.teamd@boardroomlimited.com,</p> <p>in either case, by 3.00 p.m. on 26 April 2023.</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>Due to the current COVID-19 situation in Singapore, shareholders are strongly encouraged to submit completed proxy forms via email.</p> <p>CPF/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 18 April 2023. Persons who hold Shares through relevant intermediaries (other than CPF/SRS Investors) who wish to vote should approach his/her relevant intermediary as soon as possible to specify voting instructions.</p>