



**HO BEE LAND LIMITED**  
**(Incorporated in the Republic of Singapore)**  
**(Company Registration No. 198702381M)**

## **INVESTOR RELATIONS POLICY**

Ho Bee Land Limited (the Company) is committed to maintaining high standards of disclosure and corporate transparency. The Company seeks to promote and facilitate investor relations communication to enhance shareholder value.

### **Objective and General Principles**

The objective of the Company's investor relations is to produce accurate, sufficient, and up-to-date information about the development of the Company's business operation, strategy, and financial position to provide the capital markets with relevant information about the Company and its shares.

This policy sets out the Company's principles and procedures for communicating with shareholders and the investment community. The Company aims to give all market participants simultaneous and timely access to the information they need so that they can determine the value of the Company's shares in an informed manner.

This policy is approved by the Company's Board of Directors (the Board) and is subject to regular review by the senior management and the Board to ensure its relevance and effectiveness.

### **Shareholder Rights**

The Company endeavours to treat all shareholders fairly and equitably, and recognise, protect and facilitate the exercise of shareholders' rights. To this end, the Company seeks to promote regular, effective and fair communication with shareholders and the investment community. The Company will keep shareholders sufficiently informed of material changes in the Company and its business which would be likely to materially affect the price or value of the Company's shares.

### **Communication Guidelines**

#### ***Disclosure requirements and principles***

The Company's shares are listed on the Mainboard of the Singapore Exchange Securities Trading Limited (SGX-ST). The Company discloses material information in compliance with the rules and guidelines of the SGX-ST Listing Manual, the regulations set forth in the Companies Act (Cap. 50) and the Securities & Futures Act (Cap. 289), as well as the recommendations of the Code of Corporate Governance.

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In line with the Company's obligations for continuing disclosures, the Board's policy is for shareholders to be informed of material developments and transactions that impact the group. Information is disclosed to the market according to the following principles:

- (a) Disclosures are carried out in a timely manner without undue delay.
- (b) Disclosures are honest and transparent based on facts and data.
- (c) Communication is clear, accurate, consistent, and enables its recipient to assess its impact on the Company.
- (d) All disclosures are submitted to the SGX-ST through SGXNet and material disclosures are further made available on the Company's corporate website ([www.hobee.com](http://www.hobee.com)).

The Company has established internal procedures setting out the guidelines for preparation of public announcements and the approving authority for the various types of announcements released via SGXNet. The procedures are determined based on the nature, significance, materiality and complexity of the information to be disclosed, and conform to the corporate disclosure policy of the SGX-ST Listing Manual.

***Authorised Spokespersons***

The Chairman/Chief Executive Officer and Executive Directors of the Company are the designated spokespersons of the Company. The designated spokespersons are responsible for establishing and maintaining regular dialogues with, and responding to inquiries from, shareholders and the investment community.

Non-designated spokespersons are not allowed to respond to inquiries unless authorised by designated spokespersons. Any inquiry received should be directed to the designated spokespersons.

***Dealing with leaks and rumours***

The Company does not respond to rumours or market speculation. However, in the event that material information has been leaked or such rumours and speculation are false or inaccurate and cause unusual market activities, clarifications will be made promptly through announcements via SGXNet.

Should material information be inadvertently disclosed selectively, the Company shall make the same disclosure publicly to all others as promptly as possible.

## **Communication with Shareholders**

### ***Shareholder meetings***

Shareholders are encouraged to attend general meetings of shareholders of the Company as these are the principal forum for any dialogue they may have with the directors and senior management of the Company. The Board welcomes views and questions from shareholders. The Board members, the respective chairmen of the various Board committees, and the external auditor of the Company are present at general meetings to address shareholders' questions.

Any member of the Company who is unable to attend the general meetings can appoint up to two proxies to attend and vote on his/her behalf. The Company allows shareholders who hold shares through their CPF approved nominees to attend the general meetings as observers.

Notices for general meetings are announced via SGXNet and advertised in the newspapers within prescribed timeframe prior to the meetings. The Company has implemented electronic transmission of documents to shareholders. The notices, together with relevant documents (such as annual report, letter to shareholders or circular) will be published on the Company's corporate website ([www.hobee.com](http://www.hobee.com)). All shareholders of the Company will receive the notice of annual general meeting, proxy form and request form to request for hard copies of the annual report and/or letter to shareholders by post.

Shareholders are informed of the rules and voting procedures that govern these general meetings. With effect from 1 August 2015, the Company conducts voting by poll at general meetings and announce poll results via SGXNet immediately after the meetings in conformity with SGX-ST listing rules.

The Company maintains minutes of general meetings including substantial and relevant comments or queries from shareholders relating to the meeting agenda, and responses from Board members. These minutes are made available under the "Investor Relations" section of its corporate website within one month from the date of general meeting.

### ***Financial Reporting and Annual Report***

The Company reports its financial results on a half-yearly basis and produces first half financial statements, full year financial statements and annual report in accordance with regulatory requirements.

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The Company notifies investors of the date of release of its financial results through SGXNet announcement about three weeks in advance. Results for the first half are released via SGXNet announcement to shareholders not later than 45 days after the first half year end, and full year results are announced within 60 days from the financial year end. Each half-yearly and full year financial results announcement is accompanied by a media release.

The Company observes a silent period of one month prior to the announcement of its half-yearly and full year financial results. During this period, the Company's representatives do not meet with investors or analysts, or comment on the Company's financial position, business performance and industrial outlook.

**Communication with Investment Community**

The Company welcomes requests by media, analysts, and institutional investors to meet with its senior management to gain better understanding of the Company's business and financial performance. All information and corporate presentations given during such meetings are restricted to those facts that have already been publicly disclosed, or which are common knowledge on the market.

The Company's investor relations function is led by the Finance Director who has the strategic management responsibility to integrate finance, accounting, corporate communication and legal compliance to enable effective communication between the Company and the investment community.

All media inquiries, events and presentations involving shareholders, investors and analysts, their conduct and the support materials shall be prepared or coordinated under the purview of the Finance Director.

**Communication with the Company**

Shareholders may, at any time, direct questions, request for publicly available information and provide comments and suggestions to the directors or management of the Company. Any concern which is unable to be resolved through normal channels may be directed to the lead independent director.

**Corporate Website**

The Company maintains a corporate website ([www.hobee.com](http://www.hobee.com)) to provide stakeholders with information on the Company. The Group's financial results, annual reports, media releases and other material announcements are made available under the "Investor Relations" section of its corporate website following their release via SGXNet.

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**Shareholder Privacy**

The Company recognises the importance of shareholders' privacy and will not disclose shareholders' information without their consent unless required by law.

**Publication of Policy**

This policy is made available on the Company's corporate website ([www.hobee.com](http://www.hobee.com)).

**Company Contacts**

All investor relations related enquiries and feedback can be directed to:

***Investor relations contact information:***

Ms Josephine Lee  
Finance Director  
Telephone: +65 6704 0887  
Fax: +65 6704 0800  
Email: [investorrelations@hobee.com](mailto:investorrelations@hobee.com)

Shareholders can also contact our Share Registrar on share registration matters at the following address:

***Share Registrar's contact information:***

M&C Services Private Limited  
112 Robinson Road #05-01  
Singapore 068902  
Telephone: +65 6227 6660  
Fax: +65 6225 1452  
Email: [general@mncsingapore.com](mailto:general@mncsingapore.com)

**Date Approved by the Board: 11 August 2014  
Updated on 28 February 2020 and 1 January 2022**