

SIA Engineering Company Limited

(Incorporated in the Republic of Singapore)

(Company Registration No.: 198201025C)

39th Annual General Meeting

Friday, 23 July 2021 at 11.00 a.m. (Singapore time)

Frequently Asked Questions

| A. ATTENDANCE AT AGM | |
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| 1 | Why can't I attend the AGM in person? |
| | As a precautionary measure due to the current COVID-19 situation in Singapore, shareholders will not be able to attend the AGM in person. |
| 2 | How can I follow the AGM proceedings if I am not allowed to attend the AGM in person? |
| | Shareholders, including CPF and SRS investors, who have pre-registered to participate in the AGM proceedings via live audio-visual webcast or live audio-only stream and have been authenticated following the Company's verification process will receive a confirmation email no later than 11.00 a.m. on 22 July 2021 , which will contain instructions on how to access the live audio-visual webcast and the live audio-only stream of the AGM proceedings. Please refer to the FAQs on Accessing the Live AGM Proceedings at paragraph E below. |
| 3 | Who can attend the AGM? |
| | Only authenticated shareholders of the Company and CPF/SRS investors who have pre-registered by 11.00 a.m. on 20 July 2021 and whose names appear on the Company's Register of Members/CDP Depository Register/CPF Agent Banks'/SRS Operators' lists as at 11.00 a.m. on 20 July 2021, and beneficial owners whose relevant intermediaries have made the necessary arrangements for their participation in the AGM, can attend the AGM. |
| B. VOTING | |
| 4 | I am a shareholder. How do I vote? |
| | To exercise your vote at the AGM, please appoint the "Chairman of the Meeting" as your proxy by completing the Proxy Form and indicating your voting instructions accordingly. Shareholders must give specific instructions as to voting, or abstentions from voting, in respect of a resolution in the form of proxy, failing which the appointment of the Chairman of the Meeting as proxy for that resolution will be treated as invalid. There will be no live voting at the AGM. |
| 5 | Where can I find the Proxy Form? |
| | You may download the Proxy Form from the following link https://www.siaec.com.sg/shareholder_meetings.html . |
| 6 | How do I submit the Proxy Form? |
| | Shareholders who wish to exercise their votes at the AGM are to: 1. Download the Proxy Form from the Company's website at the URL https://www.siaec.com.sg/shareholder_meetings.html . |

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| | <p>2. Complete and sign the Proxy Form, and submit it to the Company in the following manner:</p> <ul style="list-style-type: none"> if submitted by post, by lodging it at the office of the Company's Share Registrar, M & C Services Private Limited, at 112 Robinson Road #05-01, Singapore 068902; <p>OR</p> <ul style="list-style-type: none"> if submitted electronically, by submitting it via email to the Company's Share Registrar at GPE@mncsingapore.com. <p>All completed and signed Proxy Forms must reach the Company no later than 11.00 a.m. on 20 July 2021, being 72 hours before the time appointed for holding the AGM.</p> |
| 7 | <p>In view of the COVID-19 situation, is there flexibility in accepting Proxy Forms that are submitted late?</p> <p>We regret that Proxy Forms received after 11.00 a.m. on 20 July 2021 will be rejected.</p> |
| 8 | <p>My shares are held through a CPF Agent Bank/SRS Operator. How can I exercise my votes?</p> <p>CPF and SRS investors who wish to exercise their votes at the AGM should not submit Proxy Forms. Instead, such investors who wish to appoint the Chairman of the Meeting as proxy should approach their CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 12 July 2021.</p> |
| 9 | <p>I am a CPF Agent Bank/SRS Operator and I have been approached by CPF/SRS investors who wish to exercise their votes. What do I need to do?</p> <p>Please collate all the votes from the CPF/SRS investors and complete the Proxy Form appointing the Chairman of the Meeting as proxy to vote in accordance with the CPF/SRS investors' instructions.</p> <p>Ensure that you complete the Proxy Form indicating the CPF/SRS investors' 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 in respect of the relevant number of shares will be treated as invalid.</p> <p>Please submit the duly completed and signed Proxy Form to the Company in the manner, and by the deadline, specified in FAQ 6.</p> |
| 10 | <p>My shares (which were not acquired using CPF/SRS monies) are held through a relevant intermediary (as defined in section 181 of the Companies Act, Chapter 50). How can I exercise my votes?</p> <p>Please approach your relevant intermediary as soon as possible to inform them of your voting instructions.</p> |
| 11 | <p>I am a relevant intermediary (as defined in section 181 of the Companies Act, Chapter 50), and I have been approached by beneficial shareholders (other than CPF/SRS investors) who wish to exercise their votes on their shares. What do I need to do?</p> <p>Please collate all the votes from the beneficial shareholders and complete the Proxy Form appointing the Chairman of the Meeting as proxy to vote in accordance with the beneficial shareholders' instructions.</p> |

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| | <p>Ensure you complete the Proxy Form indicating the beneficial shareholders' 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 in respect of the relevant number of shares will be treated as invalid.</p> <p>Please submit the duly completed and signed Proxy Form to the Company in the manner, and by the deadline, specified in FAQ 6.</p> |
| C. SUBMISSION OF QUESTIONS | |
| 12 | <p>If I can't attend the AGM in person, how do I communicate or submit my questions related to the resolutions to be tabled for approval at the AGM?</p> <p>A. <u>Submission of substantial and relevant questions in advance</u></p> <p>Shareholders, including CPF and SRS investors, may submit substantial and relevant questions related to the resolutions to be tabled for approval at the AGM to the Chairman of the Meeting, in advance of the AGM, in the following manner:</p> <ol style="list-style-type: none"> 1) <u>Via the pre-registration website</u>: At the URL https://conveneagm.sg/siaecagm. 2) <u>By post</u>: Shareholders may submit their questions by post to the Company's Share Registrar, M & C Services Private Limited, at 112 Robinson Road #05-01, Singapore 068902. 3) <u>By email</u>: Shareholders may submit their questions by email to the Company's Share Registrar at GPE@mncsingapore.com or the Company at siaec_agm@singaporeair.com.sg. <p>When submitting your questions by post or via email, please also provide us with your full name (as it appears on your CDP/CPF/SRS/scrip records), your address, the number of shares held and the manner in which you hold shares (e.g., via CDP, CPF/SRS or scrip).</p> <p>B. <u>Submission of substantial and relevant questions live at the AGM</u></p> <p>Shareholders, including CPF and SRS investors, can ask the Chairman of the Meeting substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, live at the AGM, by submitting text-based questions via the webcast platform.</p> <p>Shareholders will have to type in and submit their questions by clicking the "Ask a Question" feature via the webcast platform.</p> |
| 13 | <p>Is there a deadline to submit questions related to the resolutions to be tabled for approval at the AGM in advance of the AGM?</p> <p>All questions submitted in advance of the AGM must be received by 11.00 a.m. on 20 July 2021.</p> |
| 14 | <p>Do I need to identify myself when submitting questions by post or email to the Company?</p> <p>Yes, please provide:</p> <ul style="list-style-type: none"> • your full name as it appears on your CDP/CPF/SRS/scrip records, • your address, • the number of shares held, and • the manner in which you hold shares in SIAEC (e.g., via CDP, CPF/SRS or scrip). |

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| | We regret that we will not be able to answer your questions if we are unable to verify your shareholder status. |
| 15 | Will all my questions be answered? |
| | <p>We will address substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, as received from shareholders prior to the AGM, either before or during the AGM. Where substantial and relevant questions are addressed before the AGM, we will publish the responses to these questions on our corporate website at the URL https://www.siaec.com.sg/shareholder_meetings.html and on SGXNET. During the AGM itself, we will endeavor to address as many substantial and relevant questions related to the resolutions to be tabled for approval at the AGM which have not already been addressed prior to the AGM, as well as those received live at the AGM itself, as we can. Where substantially similar questions are received, we will consolidate such questions and consequently not all questions may be individually addressed.</p> <p>We will also publish the minutes of the AGM on our corporate website and on SGXNET, and the minutes will include the responses to the substantial and relevant questions from shareholders which are addressed during the AGM.</p> |
| D. PRE-REGISTRATION | |
| 16 | When can I pre-register to participate in the live AGM proceedings? |
| | Pre-registration starts from 9.00 a.m. on 1 July 2021. |
| 17 | Is there a closing date for pre-registration to participate in the live AGM proceedings? |
| | Yes, pre-registration closes at 11.00 a.m. on 20 July 2021 . |
| 18 | Who can pre-register on the pre-registration website for the live AGM proceedings? |
| | Only registrations from shareholders of the Company and CPF/SRS investors whose names appear on the Company's Register of Members/CDP Depository Register/CPF agent banks'/SRS operators' lists as at 11.00 a.m. on 20 July 2021 will be accepted on the pre-registration website for the live AGM proceedings. Registrations that do not meet this requirement will be rejected during the verification stage. |
| 19 | Can I pre-register my representative for the live AGM proceedings? |
| | We regret that only shareholders of the Company and CPF/SRS investors whose names appear on the Company's Register of Members/CDP Depository Register/CPF agent banks'/SRS operators' lists as at 11.00 a.m. on 20 July 2021 can register on the pre-registration website for the live AGM proceedings. Registrations that do not meet this requirement will be rejected during the verification stage. |
| 20 | How do I pre-register for the live AGM proceedings? |
| | <p>You will need to take the following steps:</p> <p>Step 1: Go to the pre-registration website https://conveneagm.sg/siaecagm.</p> <p>Step 2: Click "Register as Shareholder".</p> |

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| | <p>Step 3: Fill out the form with the required information and click “Submit Registration”.</p> <p>Step 4: Review the information to be submitted. If correct, please click “Submit Registration”. To edit the information, please click “Edit”.</p> <p>Step 5: After you have clicked “Submit Registration”, a confirmation will be displayed after a successful registration.</p> <p>Step 6: Check your email inbox for an email from agmaccounts@conveneagm.com. Click “Verify Your Email”. You will be redirected to a new page to create your new password to complete your account creation.</p> <p>Step 7: Once you have successfully registered and created an account, you can proceed to sign in with your verified email and password to view AGM information and submit questions in advance of the AGM.</p> <p>Notes:</p> <p>i) Authenticated shareholders will receive a confirmation email no later than 11.00 a.m. on 22 July 2021 which will contain instructions on how to access the live audio-visual webcast and the live audio-only stream of the AGM proceedings.</p> <p>ii) Shareholders who have pre-registered by 11.00 a.m. on 20 July 2021 but do not receive a confirmation email by 11.00 a.m. on 22 July 2021, please email support@conveneagm.com for assistance.</p> |
| 21 | <p>If I am a CPF/SRS investor, can I register on the pre-registration website for access to the live AGM proceedings?</p> |
| | <p>Yes, you can register on the pre-registration website for access to the live AGM proceedings. However, if you wish to submit your votes, you will need to contact your CPF Agent Bank or SRS Operator through which you hold your shares to submit your votes by 5.00 p.m. on 12 July 2021.</p> |
| 22 | <p>If I hold shares (which were not acquired using CPF/SRS monies) through a relevant intermediary (as defined in section 181 of the Companies Act, Chapter 50), can I register on the pre-registration website for access to the live AGM proceedings?</p> |
| | <p>We regret that you will not be able to register on the pre-registration website for access to the live AGM proceedings. Please contact the relevant intermediary through which you hold your shares as soon as possible in order to make the necessary arrangements for your participation in the AGM.</p> |
| E. ACCESSING THE LIVE AGM PROCEEDINGS | |
| 23 | <p>How do I access the live AGM proceedings?</p> |
| | <p>The AGM is scheduled for 11.00 a.m. on Friday, 23 July 2021 (Singapore time).</p> <p>Pre-registration is required. Please refer to FAQs 20 and 22 on how to register and what to do if you hold shares (which were not acquired using CPF/SRS monies) through a relevant intermediary. Authenticated shareholders will receive a confirmation email no later than 11.00 a.m. on 22 July 2021 which will contain instructions on how to access the live audio-visual webcast and the live audio-only stream of the AGM proceedings.</p> <p>For live audio-visual webcast</p> |

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| | <ul style="list-style-type: none"> • Click on the URL link indicated in the confirmation email sent to you. • Log in with the email and password you have created. • You will see a holding page until the AGM commences at 11.00 a.m. <p>For live audio-only stream</p> <ul style="list-style-type: none"> • Click on the URL link indicated in the confirmation email sent to you. • Log in with the email and password you have created. • Click on the “Listen Only” feature. • You will be put on hold until the AGM commences at 11.00 a.m. |
| F. GENERAL | |
| 24 | Why do I need to provide my full NRIC/passport number when I register at the pre-registration website? |
| | This is to enable SIAEC to verify that you are a shareholder of SIAEC. |
| 25 | If there are any changes to the AGM, how would I know? |
| | Shareholders are encouraged to regularly check SIAEC’s website at https://www.siaec.com.sg/shareholder_meetings.html and SIAEC’s SGXNET announcements on https://www.sgx.com/securities/company-announcements , for any updates concerning the AGM. |
| 26 | When will I receive the printed copy of the Notice of AGM and other AGM related documents? |
| | Printed copies of the Notice of AGM and Proxy Form will NOT be sent to shareholders. Please refer to the electronic copy of the Notice of AGM and related documents available on the Company’s website and on SGXNET. |
| 27 | Can I request for a printed copy of the FY2020/2021 Annual Report? |
| | We strongly encourage shareholders to refer to the electronic copy of the Annual Report accessible at https://www.siaec.com.sg/annual_report.html . |