



FAQ FOR DOVER PARK HOSPICE EXTRAORDINARY GENERAL MEETING (EGM) 2022

1. ATTENDANCE AT EGM

Q: Are members able to attend the EGM in person physically?

A: No, as there will be no physical EGM meeting due to the current COVID-19 restriction orders imposed by the Government. The EGM will be held virtually via the electronic platform Zoom.

Q: How can I participate in the virtual EGM?

A: Members can register to attend the virtual EGM by indicating their attendance in the Proxy Form and submitting the completed form in the following manner:-

- Via email to karen_tan@doverpark.sg; or
- Via mail to DPH's registered address, at Dover Park Hospice, 10 Jalan Tan Tock Seng, Singapore 308436, Attention: Ms. Karen Tan; or
- Via fax to 6254 7650, Attention: Ms. Karen Tan.

in each case, as soon as possible, and in any event, by Thursday, 21 April 2022 at 2.00 p.m. (Singapore Time).

Members who have indicated their attendance in the Proxy Form will be provided with a link and a password to access a live audio-visual webcast via Zoom or a toll-free telephone number for an audio only stream of the EGM proceedings. Members who have not indicated their attendance or indicated they are not attending would not be admitted to the virtual meeting.

Members attending the EGM may be required to complete a simple exercise to verify their identity as a member of DPH, and should have their NRIC on standby for such purposes.

Q: Who can register to attend or watch the EGM via live audio-visual webcast or audio broadcast?

A: Only members of DPH will be able to register to attend or watch the live audio-visual webcast or audio broadcast of the EGM proceedings.

Q: What if I need assistance to log in?

A: If you have problems with viewing or listening to the EGM proceedings on Saturday, 23 April 2022, please call DPH IT support at any of the following numbers: 6500 0649 or 6508 2799.

If you need assistance with setting up and/or conducting a test run prior to the EGM, please contact our IT support before Monday, 18 April 2022 to arrange for an appointment via email at gary_lee@doverpark.sg.

Q: What equipment or software do I need to watch the live audio-visual webcast?

A: You need to use a web browser on any device such as a mobile phone, tablet or computer with internet connection to view the live audio-visual webcast. Please ensure that the device is connected to Wi-Fi as viewing the live audio-visual webcast may consume a large amount of data.

Q: What are the supported browsers?

A: You will need the latest versions of Chrome, Safari, Internet Explorer 11, Edge or Firefox. Please ensure that your web browser is compatible.

2. VOTING ON THE RESOLUTIONS TABLED FOR APPROVAL AT THE EGM

Q: Since I am not able to attend the EGM physically, how can I exercise my vote?

A: Members who view/listen to the live EGM proceedings will not be able to vote online. Members who wish to vote on the resolutions tabled for approval at the EGM must complete the Proxy Form to appoint the Chairman of the EGM as their proxy to vote on their behalf.

Where members appoint the Chairman of the EGM as their proxy, they must give specific instructions as to voting in their Proxy Form, and failure to do so will be treated as authorisation for the Chairman of the EGM to vote as he deems fit on behalf of the member.

Q: How can I submit my completed proxy form?

A: You may submit your completed Proxy Form in the following manner:

- Via email to karen_tan@doverpark.sg; or
- Via mail to DPH's registered address, at Dover Park Hospice, 10 Jalan Tan Tock Seng, Singapore 308436, Attention: Ms. Karen Tan; or
- Via fax to 6254 7650, Attention: Ms. Karen Tan.

in each case as soon as possible and in any event, by Thursday, 21 April 2022 at 2.00 p.m. (Singapore Time).

3. QUESTIONS FROM MEMBERS

Q: I have questions related to the resolutions to be tabled for approval at the EGM. How can I communicate my questions?

A: You can communicate your questions in the following manner:-

- Via email to karen_tan@doverpark.sg; or
- Via mail to DPH's registered address, at Dover Park Hospice, 10 Jalan Tan Tock Seng, Singapore 308436, Attention: Ms. Karen Tan; or
- Via fax to 6254 7650, Attention: Ms. Karen Tan.

Your questions must reach us by Monday, 18 April 2022 and we regret that we may not be able to address questions received after the cut-off time and date.

We will do our best to answer all questions and answers to question will be posted on DPH website by Wednesday, 20 April 2022.