

CDW HOLDING LIMITED

(Incorporated in Bermuda)

IMPORTANT INFORMATION TO SHAREHOLDERS REGARDING THE COMPANY'S ANNUAL GENERAL MEETING TO BE HELD ON 30 JUNE 2020

The Board of Directors (the “**Board**”) of CDW Holding Limited (the “**Company**”, and together with its subsidiaries, the “**Group**”) refers to:

- (a) its announcements of 22 April 2020 and 21 May 2020 on the obtaining of the SGX’s approval and update for the time extension to hold its annual general meeting (“**AGM**”) by 30 June 2020;
- (b) the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on 7 April 2020 which enables the Minister for 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;
- (c) 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 which sets out the alternative arrangements in respect of, inter alia, general meetings of companies; and
- (d) the announcement by the Singapore Government on 19 May 2020 that when the circuit breaker period ends on 1 June 2020, the safe-distancing measures will be gradually eased and business and social activities will be allowed to resume safely in a 3-phased manner to minimise the risk of community transmission of COVID-19 in Singapore. Phase One (Safe Re-Opening) will be implemented from 2 June 2020 and is expected to last at least four weeks. Businesses are allowed to resume activities in Phase One are required to comply with the sector-specific advisories, requirements and Safe Management Measures at Workplaces as announced by the Ministry of Manpower. Non-essential activities and social activities/gatherings will remain prohibited under Phase One.

In light of the evolving Covid-19 situation and the above developments, the Company wishes to announce that:

1. **Date, time and conduct of AGM.** The Company is pleased to announce that pursuant to the Order, its AGM will be convened and be held by way of electronic means, on **Tuesday, 30 June 2020 at 3.00 p.m. (Singapore time)**.

The Company will conduct the proceedings of the AGM broadcasted “live” through an audio-and-video webcast and an audio-only feed and address substantial and relevant questions which Shareholders have submitted in advance.

2. **Notice of AGM and Proxy Form.** The Notice of AGM and Proxy Form will be sent to Shareholders by electronic means via publication on SGXNet and on the Company’s website at <https://cdw-holding.com.hk/>. Printed copies of these documents are also sent to Shareholders.
3. **No personal attendance at AGM. Due to the current Covid-19 restriction orders in Singapore, Shareholders will not be able to attend the AGM in person.**
4. **Participation at the AGM electronically.** Shareholders may participate at the AGM by:
 - (a) observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream;
 - (b) submitting questions in advance of the AGM; and

(c) appointing the Chairman of the Meeting (“**Chairman**”) as proxy to attend, speak and vote on their behalf at the AGM.

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

5. **Rejection of Proxy Forms.** The Company shall be entitled to reject the Proxy Form appointing the Chairman of the AGM as proxy if it is incomplete, improperly completed or illegible or where the true intentions of the appointer are not ascertainable from the instructions of the appointer specified in the instrument appointing or treated as appointing the Chairman of the AGM as proxy (including any related attachment).

In addition, in the case of depositors whose shares in the Company (the “**Shares**”) are entered against their names in the Depository Register (as defined in Section 81SF of the Securities and Futures Act, Chapter 289 of Singapore), the Company may reject any instrument appointing the Chairman of the AGM as proxy lodged if such depositors are not shown to have Shares entered against their names in the Depository Register forty-eight (48) hours before the time appointed for holding the AGM as certified by The Central Depository (Pte) Limited to the Company.

6. **Annual Report 2019 and Letter to Shareholders.** The Annual Report for the financial year ended 31 December 2019, the Notice of AGM and Proxy Form have been published on SGXNet and the Company’s website at <https://cdw-holding.com.hk/>.
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
3.00 p.m. on 28 June 2020 (Sunday)	Submission closes for: <ul style="list-style-type: none"> • pre-register at https://bit.ly/CDW2020AGM for “live” audio-and-visual webcast or “live” audio-only stream of the AGM proceedings; • questions in advance; and • Proxy Form.
3.00 p.m. on 29 June 2020 (Monday)	Authenticated persons who pre-registered for the “live” audio-and-visual webcast or “live” audio-only stream of the AGM proceedings will receive a Confirmation Email which will contain user ID and password details, as well as the link to access the “live” audio-and-visual webcast and a toll-free telephone number to access the “live” audio-only stream of the AGM proceedings. Persons who do not receive the Confirmation Email by 3.00 p.m. on 29 June 2020, but have registered by 3.00 p.m. on 28 June 2020 deadline should contact the Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, via email at Srs.teamc@boardroomlimited.com or via telephone at +65 6230 9768 or +65 6230 9580 (Mondays to Fridays, excluding Public Holidays, from 9.00 a.m. to 5.30 p.m.).
Date and time of AGM 3.00 p.m. on 30 June 2020 (Tuesday)	Click on the link in the Confirmation Email and enter the user ID and password to access the “live” audio-and-visual webcast of the AGM proceedings; or Call the toll-free telephone number in the Confirmation Email and use the login details to access the “live” audio-only stream of the AGM proceedings.

8. **Important reminder.** Due to the constantly evolving Covid-19 situation in Singapore, we may be required to change our arrangements for the AGM at short notice. Shareholders should check at the URL <https://www.sgx.com/securities/companyannouncements> or <https://cdw-holding.com.hk/> for the latest updates on the status of the AGM.
9. Company would like to thank all Shareholders for their patience and co-operation in enabling us to hold our AGM with the optimum safe distancing measures amidst the current Covid-19 pandemic.

BY ORDER OF THE BOARD

DYMO HUA CHEUNG, PHILIP
EXECUTIVE DIRECTOR

6 June 2020

APPENDIX

Steps for pre-registration, pre-submission of questions and voting at the Annual General Meeting (“AGM”):

Shareholders will be able to observe and/or listen to the AGM proceedings through a “live” audio-and video webcast or “live” audio-only stream by pre-registering, submit questions in advance of the AGM and vote by appointing the Chairman of the AGM (“**Chairman**”) as proxy to attend, speak and vote on their behalf at the AGM.

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://bit.ly/CDW2020AGM from now till 3.00 p.m. on 28 June 2020 to enable the Company to verify their status as Shareholders.</p> <p>Following the verification, authenticated persons will receive an email which will contain user ID and password details, as well as the link to access the “live” audio-and-visual webcast and a toll-free telephone number to access the live “live” audio-only stream of the AGM proceedings (“Confirmation Email”).</p> <p>Persons who do not receive the Confirmation Email by 3.00 pm on 29 June 2020, but have registered by 3.00 p.m. on 28 June 2020 deadline should contact the Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, via email at Srs.teamc@boardroomlimited.com or via telephone at +65 6230 9768 or +65 6230 9580 (Mondays to Fridays, excluding Public Holidays, from 9.00 a.m. to 5.30 p.m.).</p>
No.	Steps	Details
2	Pre-Submission of Questions	<p>Shareholders will not be able to ask questions “live” at the AGM during the webcast or audio stream, and therefore it is important for Shareholders to pre-register and submit their questions in advance of the AGM.</p> <p>Submission of questions: Shareholders may submit questions relating to the business of the AGM in advance of the AGM, in the following manner:</p> <ol style="list-style-type: none"> i. via the pre-registration website at https://bit.ly/CDW2020AGM; ii. by email to Srs.teamc@boardroomlimited.com; or iii. by post to the Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, at 50 Raffles Place #32-01 Singapore Land Tower Singapore 048623. <p>In view of the current Covid-19 situation and the related safe distancing measures which may make it difficult to submit questions by post, Shareholders are strongly encouraged to submit their questions via the pre-registration website or by email.</p> <p>Deadline to submit questions: All questions must be submitted by 3.00 p.m. on 28 June 2020.</p> <p>Addressing questions: The Company will endeavour to answer all substantial and relevant questions during the AGM through the “live” audio-and-visual webcast or “live” audio-only stream.</p> <p>Minutes of AGM: The Company will publish the minutes of the AGM on SGXNet and Company’s website, and the minutes will include the responses to substantial and relevant questions from Shareholders which are addressed during the AGM.</p>

No.	Steps	Details
3	Submission of Proxy Form	<p>Appointment of Chairman as proxy: Shareholders (whether individual or corporate) who wish to vote on the resolutions to be tabled at the AGM must appoint the Chairman as their proxy to attend, speak and vote on their behalf at the AGM, 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 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 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> <ul style="list-style-type: none"> i. if submitted by post, be lodged with the Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd, at 50 Raffles Place #32-01 Singapore Land Tower Singapore 048623; or ii. if submitted electronically, be submitted via email to Srs.teamc@boardroomlimited.com, <p>in either case, by 3.00 p.m. on 28 June 2020.</p> <p>A Shareholder who wishes to submit a Proxy Form via email 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>In view of the current Covid-19 situation and the related safe distancing measures which may make it difficult for Shareholders to submit completed Proxy Forms by post, Shareholders are strongly encouraged to submit completed Proxy Forms electronically via email.</p>