

MUN SIONG ENGINEERING LIMITED
(Incorporated in Singapore)
Company Registration No: 196900250M

9 April 2024

Dear Shareholders,

We are pleased to enclose printed copies of the Notice of Annual General Meeting and Proxy Form for the upcoming Annual General Meeting ("**AGM**") of Mun Siong Engineering Limited ("**MSE**") to be held on Thursday 25 April 2024 at 2.00 p.m. at 80 Jurong East Street 21, Devan Nair Institute for Employment and Employability, Singapore 609607, Event Hall 2, Level 1. **The AGM will be held in a wholly physical format. There will be no options for shareholders to participate virtually.**

In line with MSE's sustainability strategy, we have discontinued the practice of mailing out MSE's Annual Report and Addendum. MSE's Annual Report for the financial year ended 31 December 2023 (the "**Annual Report**") and the Addendum (in relation to the proposed renewal of the share purchase mandate) dated 9 April 2024 ("**Addendum**"), will be available for download from MSE's corporate website from the date of this letter.

The Annual Report and the Addendum can be assessed at www.mun-siong.com. To access the Annual Report and Addendum, click on "FY2023 Annual Report" under "Investors – Annual Report". You will need an internet browser and PDF reader to view these documents.

The Annual Report and Addendum can also be assessed at the SGX website at www.sgx.com/securities/company-announcements.

We sincerely hope that you will join our sustainability efforts and embrace e-communications. However, if you still wish to receive printed copies of the Annual Report and Addendum for this year, please complete the Request Form enclosed and return it to MSE no later than 5.00 p.m. on Wednesday 17 April 2024.

The Request Form can be (i) mailed to MSE's registered office at 26 Gul Way Singapore 629199 or (ii) emailed to AGMQuery@mun-siong.com.

By completing, signing and returning the Request Form to us, you agree and acknowledge that we and/or service provider(s) may collect, use and disclose your personal data, as contained in your submitted Request Form or which is otherwise collected from you [or your authorized representative(s)], for the purpose of processing and effecting your request.

Instructions on Participation in the AGM

Please note the deadline for submission of questions in advance of the AGM which is 2.00 p.m. on 16 April 2024, and the deadline for submission of forms of proxy, which is 2.00 p.m. on 22 April 2024.

For more information or query(ies) on the AGM, please email us at AGMQuery@mun-siong.com.

Verification for Attendance and Voting

Please be reminded that we will need your/your proxy(ies) or representative(s)' full name and full NRIC/passport number for verification purposes, and your/your proxy(ies)' or representative(s)' NRIC/passport will need to be produced for sighting at registration at the AGM itself. This is to ensure attendance and voting are for verified individuals only. We reserve the right to refuse admittance to the AGM if we are unable to verify your/your proxy(ies)' or representative(s)' identity accurately.

Yours faithfully

For and on behalf of
Mun Siong Engineering Limited

Sharon Lim Siew Choo
Company Secretary

Request Form

To: Mun Siong Engineering Limited

N.B. Please tick accordingly. We regret that we will not be able to process any incomplete or improperly completed request.

- I/We wish to receive a printed copy of the Annual Report for the financial year ended 31 December 2023.
- I/We wish to receive a printed copy of the Addendum dated 9 April 2024.

The shares are held by me/us under or through:

- CDP Securities Account
- CPFIS/SRS Account

Name of Shareholder(s): _____

Mailing Address: _____

Signature(s): _____ Date: _____

Note: This request is valid for Annual Report for the financial year ended 31 December 2023 and the Addendum dated 9 April 2024.



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postage
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MUN SIONG ENGINEERING LIMITED

26 Gul Way
SINGAPORE
629199

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