

ANNEX 2

GUIDE FOR ELECTRONIC VOTING / PHYSICAL VOTING

The voting of the Resolutions and election of a new General Committee will be predominantly by electronic means via the Virtual AGM site on Saturday 29 August 2020 from 11:00am to 7:00pm.

However, while electronic voting is strongly encouraged, the Club recognises that some members may have difficulty in voting via electronic means. Said members will be permitted to come to the Club to vote in person electronically or by paper on Saturday, 29 August 2020 from 11:00am to 7:00pm.

For Electronic Voting

Voting members may log into the Virtual AGM site at any time after 11.00am to vote.

We strongly encourage you to log into the site by 6.30pm, to conclude your voting by 7.00pm.

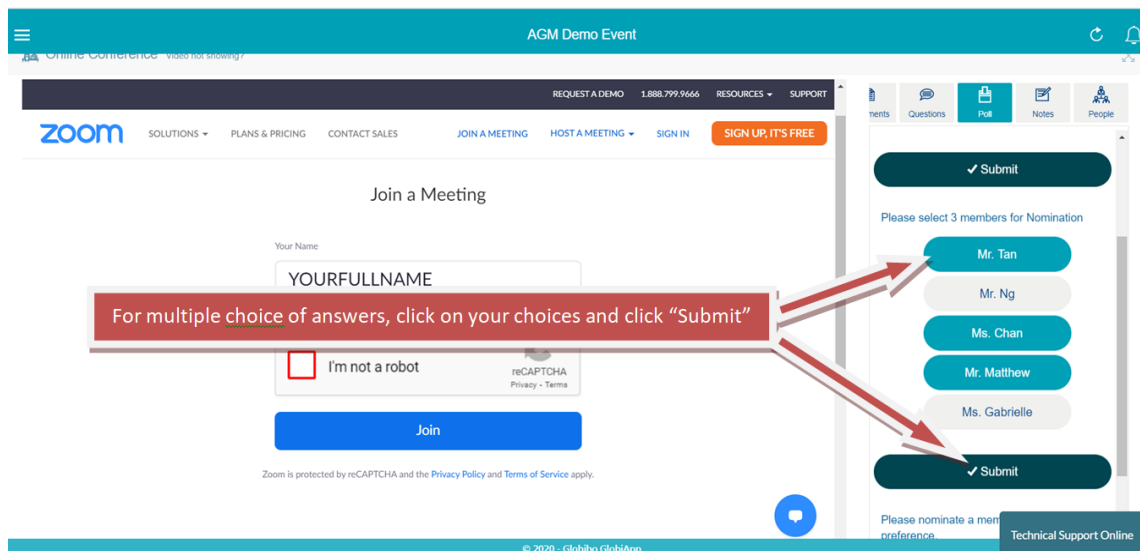
For any clarifications on the voting process, kindly email to the Membership Department at membershipdept@scc.org.sg or call 6309 9114 for assistance.

Step 1: Click on the Poll Tab for Voting

The Poll Tab is located at the top right of the site.

Step 2: To vote, click on your choice, then click "Submit".

The screenshot displays the Virtual AGM site interface. At the top, there is a teal header with 'AGM Demo Event' and navigation icons. Below this is a dark navigation bar with 'REQUEST A DEMO', '1.888.799.9666', 'RESOURCES', and 'SUPPORT'. The main content area features the Zoom logo and navigation links: 'SOLUTIONS', 'PLANS & PRICING', 'CONTACT SALES', 'JOIN A MEETING', 'HOST A MEETING', 'SIGN IN', and 'SIGN UP, IT'S FREE'. A 'Join a Meeting' section is visible with a red callout box stating 'Click on "Poll" for casting your votes' pointing to the 'Poll' tab in the top right. Below this is a reCAPTCHA verification area with a red callout box stating 'For single choice of answers, click on your choice and click "Submit"' pointing to the 'Submit' button. The poll section shows 'Vote for: Self (1 share)' and 'Please vote for Resolution No.1' with options 'Yes', 'No', and 'Abstain'. Below this is a nomination section with 'Please select 3 members for Nomination' and options 'Mr. Tan', 'Mr. Ng', and 'Ms. C'. A 'Technical Support Online' button is visible in the bottom right corner.



Order of Electronic Voting Questions

First, the voting questions will be presented for Resolutions One to Four (single-choice answer). Please note that Proposed Resolutions will be available for view in the Document Tab.

This will be followed the election of a new General Committee, starting with single-choice answers for the the position of President, Deputy President, Chairman of Games Control Board, and Finance Member. Should any of the abovementioned positions not have any contention, then the said position will not appear as a voting question.

After which, members will vote for their choices of candidates for the eight other Members of the General Committee (multiple-choice answers). Please choose a minimum of six candidates and not more than eight candidates. Any vote that does not comply with this requirement will be considered invalid in accordance to Rule 35 (b).

Once you have completed your voting, the voting questions will no longer appear in the Poll Tab.

For Physical Voting

Please take note of the following:

- Voting electronically or by paper at the Clubhouse will take place on Saturday, 29 August 2020 from 11:00am to 7:00pm.
- Members intending to vote at the Club are strongly encouraged to come during the non-peak hours of 2:00pm – 5:00pm.
- Please remember to bring your membership card, identity card, passport or driving licence for identification purposes.
- After temperature screening and SafeEntry check in at the main entrance, you will be directed by our staff to either to the Victoria Room or Main Lounge for voting.
- While queuing for your turn to vote, please ensure you follow safe distancing measures and keep 1m apart from others in the queue and avoid gathering in clusters for discussions etc.
- In order to ensure a smooth voting process, Members will be given a set of ballot papers to complete their votes while waiting for their turn.
- As requested by the Scrutineers, Members will also be required to write their name, membership number and append their signature onto the completed set of ballot papers for audit purposes.
- When Members approach the counter, they will hand the completed set of ballot paper to the staff and supervise the staff inputting the votes into the online system in accordance with that indicated on the set of ballot papers to ensure accuracy.
- The Club reserves the right to control entry into the Clubhouse depending on the queue situation.