

## Investor Relations Policy

Niks Professional Ltd. is committed to disclose material information in a timely, transparent and accurate manner to the public, in accordance with listing rules of the Singapore Exchange Securities Trading Limited (“SGX-ST”) and the Singapore Code of Corporate Governance 2018.

### 1. PURPOSE AND GENERAL PRINCIPLES

- 1.1. This policy describes the principles and practices that the Company applies in order to provide current and prospective investors with information necessary to make well-informed investment decisions and to ensure a level playing field.
- 1.2. Material disclosures and announcements will be circulated via SGXNet and will be available on the Company’s corporate website. The confidentiality of unpublished material information shall be protected.
- 1.3. This policy is subject to regular review by the Company’s Investor Relations Team, which comprises the executive directors and executive officers.

### 2. COMMUNICATION GUIDELINES

- 2.1. The Company endeavours to provide clear, fair and balanced disclosures of material information to its shareholders and the investment community in a timely and effective manner.
- 2.2. To the extent possible, all disclosures will:
  - (a) be factual and clear;
  - (b) contain sufficient quantitative information to allow investors to evaluate its relative importance to the activities of the Company;
  - (c) be balanced and fair;
  - (d) avoid over-technical language; and
  - (e) explain the consequences or effects of the information on the Company’s future prospects. If the consequences or effects cannot be assessed, provide the reason.

#### **2.3. Authorised spokespersons**

- 2.3.1. The Company communicates only through designated spokespersons who will establish and maintain regular dialogue with shareholders to solicit and understand their views, as well as respond to inquiries from members of the investment community or media.
- 2.3.2. Employees must not respond under any circumstances to inquiries from the investment community or media, unless specifically authorised to do so. Any inquiry received should be directed to the Investor Relations Team.

#### **2.4. Responding to market rumours**

As a guideline, the Company shall not respond to rumours or market speculation. Clarifications will however be made promptly through SGXNet announcements in the event that material information is deemed to have been leaked or where there are unusual market activities that could be attributable to such rumours or market speculation.

### 3. COMMUNICATION WITH SHAREHOLDERS AND INVESTMENT COMMUNITY

The Company employs various platforms to effectively engage the shareholders and the investment community, with an emphasis on timely, accurate, fair and transparent disclosure of information. In addition to shareholder meetings, the senior management of Company will also meet with investors, analysts and the media, as well as participate in activities to solicit and understand the views of the investment community.

The Company is committed to treat all shareholders fairly and equally and keep all its shareholders and other stakeholders informed of its corporate activities which would be likely to materially affect the price or value of its shares, on a timely basis.

#### **3.1. Shareholders' meetings**

- 3.1.1. The Company will facilitate opportunities for shareholders to participate effectively in and vote at general meetings and to put forth any questions they may have on the motions to be debated and decided upon.
- 3.1.2. The Company's AGMs are the principal communication channels with its Shareholders and for Shareholders' participation.
- 3.1.3. Notices and relating documents (e.g. annual report and circular) for the general meetings setting out the items of business to be transacted at the general meeting, will also be announced via SGXNet.
- 3.1.4. Members of the Board, the Company's executive officers and the external auditors of the Company shall attend all general meetings to address Shareholders' queries. A shareholder is allowed to appoint up to two proxies to attend and vote at the general meetings on his/ her behalf.
- 3.1.5. Shareholders will also be informed of the rules, including voting procedures that govern these general meetings.

#### **3.2. Analysts and investment community**

- 3.2.1. The Company welcomes requests by analysts and institutional investors for meetings with senior management for the purpose of helping them to gain a broader understanding of the Company's businesses and operating fundamentals. Any discussions at such meetings will be based on publicly available information.
- 3.2.2. The Company will not influence the views or recommendations of analysts, brokerage firms and investment banks but may review an analyst's report for factual accuracy of information that is within the public domain.

#### **3.3. Half-yearly/ yearly results announcements**

- 3.3.1. The Company shall release half-year results within 45 days of period end date and full year results within 60 days of period end date according to listing rules of the SGX-ST.
- 3.3.2. The Company observes a "blackout period" one month prior to the announcement of its half-year and full-year results. During this period, the Company does not comment on industry outlook, the Group's business performance and financial results.

#### **3.4. Annual report**

The Company publishes an annual report to enable the shareholders and the investment community to obtain a comprehensive and consistent overview of its business strategies, developments and market outlook, as well as operational and financial performance.

Niks Professional Ltd.  
(the "Company", and together with its subsidiaries, the "Group")

### **3.5. Corporate website**

The Company will make available all media releases, financial results, annual reports, SGXNet announcements and other corporate information relating to the Niks Professional Group in the "Investor Relations" section of its corporate website: [www.nikspro.com/ir-overview/](http://www.nikspro.com/ir-overview/)

### **4. PUBLICATION OF POLICY**

This policy is available on the Company's corporate website.

Shareholders and the investment community can contact the Company's Investor Relations Team by telephone at +65 6294 1802 or email at: [ir@nikspro.com](mailto:ir@nikspro.com)