



Memorandum

From: Ong Han Hooi

To: Board of Directors

Date: 02/01/2025

C.c -

Centralization of Adjustment on Brokerage (AO) Process Effective January 2025

Effective January 2025, the Adjustment on Brokerage (AO) process will be centralized under Finance. As part of our ongoing efforts to enhance internal controls and streamline operations, only the Finance team will be responsible for managing the AO process moving forward.

We kindly ask for your full cooperation in adhering to this new process to support a smooth transition and ensure compliance with our internal procedures.

If you have any questions or require further clarification, please feel free to reach out to Finance.

Thank you.

HanHooi

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