



## Amended Notice of Annual General Meeting

NOTICE IS HEREBY GIVEN that the 2021 Annual General Meeting of tTech Limited (the "Company") will be held on Tuesday, September 14, 2021 at 3 p.m. (Jamaica) in **an electronic format in accordance with the order of the Supreme Court of Judicature of Jamaica dated May 31, 2021 in Claim SU 2021 CD 00196** to consider and if thought fit, to pass the following ordinary resolutions:

**1. To receive the Company's Audited Accounts and the Reports of the Directors and the Auditors for the year ended December 31, 2020. To consider and (if thought fit) pass the following resolution:**

**Resolution No. 1** "That the Directors' Report, the Auditor's Report and the Statements of Account of the Company for the year ended December 31, 2020 be approved."

**2. To appoint Auditors and authorize the Directors to fix the remuneration of the Auditors. To consider and (if thought fit) pass the following resolution:**

**Resolution No. 2** "That Ernst & Young, Chartered Accountants be and are hereby appointed Auditors of the Company to hold office until the next Annual General Meeting at a remuneration to be fixed by the Directors of the Company."

**3. The Directors to retire from office pursuant to Article 102 of the Articles of Incorporation are G. Christopher Reckord, Norman Chen and Joan-Marie Powell.**

**Resolution No. 3** To approve the election and re-election of Directors recommended for appointment to the Board of Directors of the Company. To consider and (if thought fit) pass the following resolutions:

a. "That retiring Director G. Christopher Reckord be and is hereby re-elected a Director of the Company."

b. "That retiring Director Norman Chen be and is hereby re-elected a Director of the Company."

c. "That retiring Director Joan-Marie Powell be and is hereby re-elected a Director of the Company."

**4. Special Business: To fix the remuneration of the Directors. To consider and (if thought fit) pass the following resolution:**

**Resolution No. 4** "That the amount of \$1,940,000 included in the Audited Accounts of the Company for the year ended December 31, 2020 as fees for their services as Directors be and is hereby approved."

**Dated this 8th day of September 2021**

BY ORDER OF THE BOARD

A handwritten signature in black ink that reads 'G. Murray'.

**Gillian Murray**  
Secretary

REGISTERED OFFICE  
69 ½ Harbour Street  
Kingston

A Member entitled to attend and vote at this meeting may appoint a Proxy to attend and vote in his/her stead. A Proxy need not be a Member of the Company. A Proxy Form is enclosed for your convenience. Completed Proxy Forms must be lodged at the Company's Registered Office at least forty-eight hours before the time appointed for holding the meeting. The Proxy Form shall bear the stamp duty of \$100.00 before being signed. The stamp duty may be paid by adhesive stamp(s) to be cancelled by the person executing the Proxy.

In light of the COVID-19 Pandemic, the date of the Annual General Meeting on September 14th, 2021 is subject to change as per any laws, regulations, orders and/or guidance proclaimed by the Government of Jamaica and/or its statutory bodies and/or executive agencies.

## Special Instructions To Participate In tTech Limited 2021 Annual General Meeting (AGM)

**In light of protocols in place to contain the spread of COVID-19, tTech Limited AGM will be held virtually. Shareholders will be able to participate online via a private link and will be able to ask questions and vote on matters arising at the meeting. Shareholders will not be able to physically attend the Meeting.**

All registered shareholders, regardless of geographic location will therefore have an equal opportunity to participate in the AGM and engage with the directors and leaders of the business.

*The AGM will be streamed live at <https://bit.ly/2YrGHaF>.*

In order to attend electronically and participate (including voting) in the AGM, shareholders are required to register at <https://bit.ly/2YrGHaF> using their Jamaica Central Securities Depository (JCSD) account number.

Shareholders can register on the Platform starting September 7, 2021. Information on your JCSD account number can be requested from our Registrar at:

Jamaica Central Securities Depository

Email: [jcsdrs@jamstockex.com](mailto:jcsdrs@jamstockex.com)

Telephone: (876) 967-3271

### REGISTRATION

The deadline for registration is **Sunday, September 12, 2021**. Upon registration and verification, shareholders will receive a **unique password** granting them authorized access to the private link to enable attendance and participation at the AGM. **This unique password is confidential to the shareholder to whom it is issued and should not be shared with a third party. By applying for and receiving this unique password, each shareholder will be deemed to have irrevocably represented to tTech Limited that it will be used only by such shareholder and no other person to gain access to the AGM.**

In addition to viewing the AGM and voting on the Platform, shareholders will also be able to send their questions and/or comments during the AGM.

Please note that registration must be completed for you to be admitted into the AGM and we encourage shareholders to register early so that any registration issues can be resolved ahead of the AGM.

### PROXY

We encourage shareholders to vote by proxy (where applicable) using the Proxy Form. We also encourage you to email your questions ahead of time to **[company.secretary@ttech.com.jm](mailto:company.secretary@ttech.com.jm)**, and we will do our best to respond to your questions during the meeting, time permitting. All questions submitted by email must be sent by **10:00 AM on the day of the AGM, Tuesday, September 14, 2021**, to be considered.

### QUESTIONS

Questions will be allowed during the AGM using the chat feature of the Platform. **See AGM Guidelines, How to Access the Question & Answer (Q & A) and How to Vote below.**



## Documents

Electronic copies of this Notice of Annual General Meeting, Proxy Form, Minutes of the last AGM and the Annual Report can be found at <https://bit.ly/2YrGHaF>, at the document tab. We also invite shareholders to visit our website at [www.ttech.com.jm](http://www.ttech.com.jm) or [www.jamstockex.com](http://www.jamstockex.com) to view the following documents:

- Approved Court Orders for the AGM
- Notice of General Meeting
- Proxy Instruments

If you have any questions or need assistance with any technical issues, please call Andre Stephenson at 876-284-2483 or George Henry 876- 434-0989 and they will be happy to assist.

## AGM Guidelines

Please note the following protocols/guidelines for the conduct of the AGM:

- The AGM is open to tTech shareholders and non-shareholders.
- Shareholders'/attendees' microphones will be muted for the duration of the AGM's proceedings and shareholders/attendees will not be allowed to unmute them for verbal communication.
- Shareholders will be allowed to submit questions/comments during the AGM only by way of the "chat box" located at the bottom of the screen of the Platform.
- Shareholders' questions and/or comments will be addressed during the question-and answer segment of the AGM.
- Shareholders are asked to submit no more than two questions each and while every effort will be made to address all questions, there is no guarantee that all questions submitted by shareholders will be addressed.
- Each shareholder is being asked to identify himself/herself by stating his/her name when submitting questions and/or comments.
- Voting on the Resolutions by shareholders will be facilitated via the Platform prior to and on the day of the AGM. Voting before the AGM will be allowed from **3:00 PM on September 9, 2021**.
- During the AGM shareholders will be given one (1) minute to vote on each Resolution once it has been moved and seconded by the shareholders representing the required quorum for the AGM.

## How to Access the Question & Answer (Q & A) icon

### If you're using your laptop or desktop:

1. For shareholders to ask questions please select the Q&A icon that is located at the bottom of your screen.
2. Once selected a text box will appear.
3. Enter your questions into the text box.
4. Select the send button located at the lower right corner of the text box.

### If you're using your phone:

1. Select the plus (+) icon that is located to the lower right corner of your screen.
2. Once selected, a pop up will appear showing various options, including the Q&A icon.
3. Select the Q&A icon.

## How to Vote

1. A pop up will appear with the title of the resolution, the FOR or AGAINST options, and the submit vote button at the bottom of the pop up.
2. Select the option of your choosing and
3. Select the submit vote button.
4. You will be asked to confirm your vote.
5. Select yes if you are certain.
6. Select no if you would like to change your vote.

## How to Raise your Hand

### If you're using your laptop or desktop:

- Select the green raise hand icon located at the bottom of your screen.

### If you're using your phone:

- Select the plus (+) icon that is located to the lower right corner of your screen.
- Once selected a pop up will appear showing various options, including the green raise hand icon as the first option.
- Select the green raise hand icon.