

ABN 82 010 975 612

# **MEETING DOCUMENTATION**

# **2020 ANNUAL GENERAL MEETING**

at 1:00 pm (AEST) 29 July 2021

Virtual meeting

This Notice of Annual General Meeting and Explanatory Memorandum should be read in its entirety. If Shareholders are in doubt as to how they should vote, they should seek advice from their accountant, solicitor or other professional advisor without delay.

# CHAIRMAN'S LETTER

#### **TBG DIAGNOSTICS LIMITED**

#### Dear Shareholder

I am pleased to invite you to TBG's Annual General Meeting (AGM). The meeting is scheduled to be held on 29 July 2021 to be held as a virtual meeting commencing at 1:00 pm (AEST). To join the Meeting via conference facility please register to attend by 5:00 pm AEST on 26 July 2021 by contacting the Company Secretary Justyn Stedwell by email to justyn@stedwell.com.au or by calling (03) 8395 5446. I would encourage you to read TBG's Annual Report for 2020 for information of our achievements and challenges during the financial year and about our objectives and strategies for this year.

The Annual Report also contains the Company's Financial Statements (and notes) for the financial year ended 31 December 2020, the Directors' Report and the Audit Report. This will be tabled and considered at the AGM.

I encourage you to vote by completing and returning the enclosed proxy form or vote online at www.investorvote.com.au.

I look forward to seeing you at this year's AGM.

Yours sincerely

Mr Indrajit Arulampalam Chairman

24 June 2021

#### DEFINITIONS

The following capitalised terms, which are used in documents forming part of the Meeting Documentation, have the meanings set out below:

**'Annual General Meeting', 'AGM' or 'Meeting'** means the proposed meeting of all Shareholders currently scheduled for 1:00 pm (AEST) on 29 July 2021 to be held as a virtual meeting to consider and if thought fit, pass the resolutions set out in the Notice of Annual General Meeting;

'Associates' has the meaning given to it by sections 10 to 17 of the Corporations Act;

'ASIC' means the Australian Securities and Investments Commission;

'ASX' means the ASX Limited ABN 98 008 624 691;

'Board' means the Board of Directors of TBG;

'**Closely Related Party'** means the closely related parties of Key Management Personnel as defined in the Corporations Act and includes certain members of their family, dependents and companies they control.

'Corporations Act' means the Corporations Act 2001 (Cth);

'Director' means a Director of TBG;

**'Explanatory Memorandum'** means the document forming part of the Meeting Documentation containing information on the resolutions set out in the Notice of Annual General Meeting;

**'Key Management Personnel'** has the same meaning as in the accounting standards published by the Australian Accounting Standards Board and broadly includes those persons having authority and responsibility for planning, directing and controlling the activities of the Company, directly or indirectly, including any Director (executive or otherwise) of the Company.

'Listing Rules' means the Listing Rules of the ASX;

'Managing Director' means the person, if any appointed by the Board as Managing Director of TBG.

'Meeting Documentation' means:

- the letter from the Chairman to Shareholders dated 23 June 2020;
- the Explanatory Memorandum;
- the Notice of Annual General Meeting; and
- the proxy form for the Annual General Meeting;

'Notice of Annual General Meeting' means the Notice dated 24 June 2021 which is enclosed in the Meeting Documentation;

'TBG' or 'Company' means TBG Diagnostics Limited ABN 82 010 975 612;

'Share' means a fully paid ordinary share issued in the capital of TBG;

'Shareholder' means a holder of Shares.

'Undirected Proxies' means a proxy form which does not specify how the proxy is to vote on the matter in question.

#### NOTICE OF ANNUAL GENERAL MEETING

Notice is given that the Annual General Meeting of TBG Diagnostics Limited will be held at 1:00 pm AEST on 29 July 2021 to be held as a virtual meeting.

#### **ORDINARY BUSINESS**

#### The Financial Statements and Reports

To receive and consider the financial reports of the Company and the consolidated entity and the reports of Directors and Auditor for the financial year ended 31 December 2020.

#### RESOLUTIONS

#### 1. DIRECTORS' REMUNERATION REPORT

To consider, and if thought fit, to pass the following resolution as a non-binding ordinary resolution in accordance with s250R(2) of the Corporations Act:

"That the Remuneration Report (which forms part of the Directors' Report) for the financial year ended 31 December 2020 be adopted."

**Note**: The vote on this resolution is advisory only and does not bind the Directors or the Company. Further information regarding the Remuneration Report appears in the Explanatory Memorandum.

#### VOTING EXCLUSION STATEMENT

A vote on Resolution 1 must not be cast (in any capacity) and will be disregarded if cast by or on behalf of any of the following persons:

- (a) member of the Key Management Personnel, details of whose remuneration are included in the Remuneration Report; or
- (b) a Closely Related Party of such a member.

(each, an "Excluded Voter" for the purposes of Resolution 1).

However, an Excluded Voter may cast a vote on Resolution 1 if the vote is not cast on behalf of the Excluded Voter and:

- (a) the Excluded Voter does so as a proxy for a person who is entitled to vote, in accordance with the directions on the Proxy Form; or
- (b) the vote is cast by the Chairman of the Meeting as a proxy for a person who is entitled to vote, in accordance with a direction on the Proxy Form to vote as the proxy decides.

#### 2. ELECTION OF DIRECTOR – MR BING-CHENG LIU

To consider, and if thought fit, to pass the following ordinary resolution:

"That Mr Bing-Cheng Liu, who was appointed as a director on 22 March 2021, and retires at the 2020 Annual General Meeting in accordance with rule 10.1.3 of the Company's Constitution and Listing Rule 14.4, and is eligible for re-election and has consented to be a director of the Company, is re-elected as a director of the Company."

Information about Mr Bing-Cheng Liu appears in the AGM Explanatory Memorandum.

# 3. RE-ELECTION OF DIRECTOR - DR STANLEY CHANG

To consider, and if thought fit, to pass the following ordinary resolution:

"That Dr Stanley Chang, who was appointed as a director on 7 December 2015, and retires at the 2020 Annual General Meeting by rotation in accordance with rule 10.1.3 of the Company's Constitution and Listing Rule 14.4, and is eligible for re-election and has consented to be a director of the Company, is re-elected as a director of the Company."

### BY ORDER OF THE BOARD

Justyn Stedwell **Company Secretary** 24 June 2021

#### GENERAL

The Corporations Act requires the Financial Report, Directors' Report and Independent Audit Report to be received and considered at the Annual General Meeting.

Neither the Corporations Act nor TBG's Constitution requires Shareholders to vote on such reports other than the section of the Directors Report described as "Remuneration Report" that is the subject of Resolution 1. However, Shareholders will be given ample opportunity to raise questions about the reports at the Annual General Meeting.

#### Important notes

- 1. You may vote on the items of business to be considered at the Meeting, either at the virtual Meeting or by completing and returning the proxy enclosed herein.
- 2. Due to the current COVID-19 pandemic restrictions, the Meeting will be held as a fully virtual annual general meeting via conference facility.
- To join the Meeting via conference facility please register to attend by 5:00 pm AEST on 26 July 2021 by contacting the Company Secretary Justyn Stedwell by email to justyn@stedwell.com.au or by calling (03) 8395 5446. Instructions regarding attending, voting and asking questions at the Meeting will be provided following registration.
- 4. Discussion will take place on all the items of business set out below.
- 5. The Explanatory Statement to this Notice of Meeting provides additional information on matters to be considered at the Meeting. The Explanatory Statement and the Proxy Form are part of this Notice of Meeting.
- 6. Terms and abbreviations used in this Notice of Meeting and Explanatory Statement are defined in the Glossary at page 3.
- 7. As explained in the 'voting exclusion statement' above, certain shareholders are excluded from voting in relation to particular resolutions and the Company must disregard any votes cast by those shareholders. Please do not vote if your vote must be disregarded.

#### **Voting Instructions**

#### Voting at the meeting

- 1. Voting on each resolution will be by way of a poll, every member present at the virtual Meeting or by attorney or by proxy or, in the case of a body corporate, by a representative, shall have one vote for each share held by him, her or it.
- 2. In the case of joint shareholders, all holders may attend the virtual Meeting but only one holder may vote at the Meeting in respect of the relevant shares (including by proxy). If more than one joint holder is present, and more than one of the joint holders vote in respect of the relevant shares, only the vote of the joint holder whose name stands first in the register in respect of the relevant shares is counted.
- 3. TBG has determined that for the purposes of voting at the Annual General Meeting or adjourned meeting, Shares will be taken to be held by those persons recorded in the TBG register of Shareholders as at 7:00pm AEST on 27 July 2021.

#### Appointment of proxy

- 1. If you are a Shareholder who is entitled to vote and you elect not to attend the virtual Meeting, you may still exercise your voting rights at the Annual General Meeting by appointing a proxy to attend the Annual General Meeting and exercise your voting rights. To do so, please complete and return the enclosed Proxy Form or visit www.investorvote.com.au to lodge your Proxy Form online. A proxy need not be a Shareholder of TBG.
- 2. If you wish to use the attached Proxy Form please complete and lodge it in accordance with the instructions on the back of the Proxy Form. To be effective, the Proxy Form and any authority under which the form is signed, must be received by Computershare prior to 1:00 pm (AEST) on 27 July 2021. Proxy forms must be returned:

- at the Company's share registry, Computershare Investor Services Pty Limited, in person at Yarra Falls, 452 Johnston Street Abbotsford VIC 3067, by mail at Computershare Investor Services Pty Limited, GPO Box 242, Melbourne VIC 3001; or
- by facsimile on 1800 783 447 (within Australia) or +61 3 9473 2555 (outside Australia); or
- Electronically, via the electronic proxy lodgement platform at <u>www.investorvote.com.au</u> by following the instructions provided; or
- Electronically, via your mobile device by scanning the QR code that is on the proxy form.

#### **Proxy Voting**

1. To appoint a proxy you should complete the proxy section at Step 1 on the attached Proxy Form. If you are entitled to cast 2 or more votes you may appoint 2 proxies and may specify the proportion or number of votes each proxy is appointed to exercise. If the proxy appointments do not specify the proportion or number of your votes that each proxy may exercise, each proxy may exercise half your votes. If there is more than one proxy appointed, on a show of hands only one of the proxies may vote, but on a poll, each proxy may exercise votes in respect of those shares the proxy represents.

For proxies without voting instructions that are exercisable by the Chairman, the Chairman intends to vote all available proxies **in favour of** all resolutions.

#### **Bodies Corporate Voting**

1. A Shareholder that is a body corporate may appoint an individual as its representative to exercise any of the powers the body may exercise at meetings of the Shareholders. The appointment may be a standing one. Unless the appointment states otherwise, the representative may exercise all of the powers that the appointing body could exercise at a meeting or in voting on a resolution. The representative should bring to the meeting evidence of his or her appointment, including any authority under which the appointment is signed, unless it has previously been given to the Company. A form of the appointment document may be obtained from Computershare or online at <u>www.investorcentre.com</u> under the help tab, "Printable Forms".

#### EXPLANATORY MEMORANDUM

The following notes have been prepared to assist Shareholders with their consideration of the resolutions set out in the Notice of Annual General Meeting.

#### **Ordinary Business**

#### **Financial Statements**

As required by the Corporations Act, the Directors' Report, the financial report and Auditor's Report for the financial year ended 31 December 2020 will be laid before the Annual General Meeting. Shareholders will be given a reasonable opportunity at the meeting to ask questions and make comments on these reports. Shareholders will also be given a reasonable opportunity to ask the Auditor questions about the conduct of the audit and content of the auditor's report. There is no requirement however for Shareholders to approve the reports.

#### **Resolution 1 – Directors' Remuneration Report**

Section 300A of the Corporations Act requires the Directors to include in their Directors' Report a section dealing with the remuneration of Directors and other Key Management Personnel ('Remuneration Report') and section 250R(2) of the Corporations Act requires that the Remuneration Report be put to the vote of Shareholders. The Remuneration Report can be found in the Directors' Report section on pages 30 to 35 of the Company's 2020 Annual Report.

A reasonable opportunity will be provided for discussion of the Remuneration Report at the Meeting.

Section 250R(3) of the Corporations Act provides that the vote on the resolution is advisory only and does not bind the Directors. While the vote does not bind the Company or the Directors, there are important consequences if there is a material "against" vote on this resolution. The two strikes rule set out in the Corporations Act provides that if at least 25% of the votes cast on the adoption of the Remuneration Report at two consecutive annual general meetings are against adopting the Remuneration Report, Shareholders will have the opportunity to vote on a spill resolution under section 250V of the Corporations Act.

**NOTE:** The Chairman of the Meeting intends to vote all Undirected Proxies in favour of Resolution 1.

**Director's Recommendation:** The Directors unanimously recommend that Shareholders vote **in favour** of Resolution 1.

#### **Resolution 2 – Election of Director – Mr Bing-Cheng**

Resolution 2 deals with the election as a director of Mr Bing-Cheng Liu who was appointed as a Director on 22 March 2021.

Under Listing Rule 14.4, a Director appointed as an addition to the Board of the Company must not hold office (without re-election) past the next annual general meeting of the Company. Under clause 10.3.2 of the Company's Constitution any Director appointed as an addition to the existing Directors holds office until the next annual general meeting of the Company and is then eligible for re-election.

Accordingly, Mr Liu retires at the end of the 2020 Annual General Meeting and, being eligible and having consented to act, presents himself for re-election. A summary of Mr Liu's experience and qualifications follows:

Mr. Liu is the Chief Financial Officer of Eternal Materials Co., Ltd. a leading chemical material provider based in Taiwan and a substantial shareholder of the Company. From 2013 to 2018 Mr. Liu was Chief Financial Officer of Taiwan listed company Star Comgistic Co. Ltd. Mr. Liu holds a MBA degree in Finance from National Taiwan University in Taiwan. He has over 15 years of experience in corporate finance, investment evaluation, and relative fields.

**NOTE**: The Chairman of the Meeting intends to vote all Undirected Proxies in favour of Resolution 2.

**Director's Recommendation:** The Directors (in the absence of Mr Bing-Cheng Liu) recommend that Shareholders vote **in favour** of the re-election of Mr Bing-Cheng Liu as a Director of the Company.

#### Resolution 3 – Re-election of Director – Dr Stanley Chang

Resolution 3 deals with the re-election as a director of Dr Stanley Chang who was appointed as a Director on 7 December 2015.

Under Listing Rule 14.4, a Director must not hold office (without re-election) past the third annual general meeting of the Company following the Director's appointment or for a period greater than 3 years (whichever is the longer). Under clause 10.1.3 of the Company's Constitution one third, or the number nearest to one third if not divisible by three, of the current Directors must retire by rotation at each annual general meeting. Under clause 10.1.5 of the Company's Constitution, the Directors to retire at any annual general meeting must be those who have been longest in office since their last election.

Accordingly, Dr Chang retires at the end of the 2020 Annual General Meeting of the Company and, being eligible and having consented to act, presents himself for re-election.

A summary of Dr Chang's experience and qualifications follows:

Dr. Chang is the Chairman of Medigen, with an MD degree from National Taiwan University College of Medicine and a Ph.D. degree in Laser Medicine from the University College London of London University, UK.

Dr. Chang is a Urological surgeon by training, and was formerly a professor in Urology, and the chairman of Faculty of Medicine at Tzu-Chi Medical College, Taiwan. He changed the career track to biotech business in 2000, and became the CEO and Chairman of both Medigen and Medigen Vaccine Biologics Corp. (MVC).

Medigen is a publicly listed company in Taiwan, focusing on monoclonal antibody discovery, cancer drug developments, and molecular diagnostic kits/devices manufacturing and marketing. MVC on the other hand is a subsidiary of Medigen, devoted to cell based technology for vaccine production. MVC is constructing a PIC/s certified vaccine manufacturing plant for pandemic/seasonal flu vaccines and EV71 enterovirus vaccines in Taiwan. The state-of-the-art cell-based vaccine production plant is planned to go through EU's PIC/s GMP inspection and start operation in 2016.

NOTE: The Chairman of the Meeting intends to vote all Undirected Proxies in favour of Resolution 3.

**Director's Recommendation:** The Directors (in the absence of Dr Stanley Chang) recommend that Shareholders vote **in favour** of the re-election of Dr Stanley Chang as a Director of the Company.



# Need assistance?



Phone: 1300 552 270 (within Australia) +61 3 9415 4000 (outside Australia)

Online: www.investorcentre.com/contact



# YOUR VOTE IS IMPORTANT

For your proxy appointment to be effective it must be received by 1:00 PM (AEST) on Tuesday, 27 July 2021.

# **Proxy Form**

# How to Vote on Items of Business

All your securities will be voted in accordance with your directions.

#### APPOINTMENT OF PROXY

Voting 100% of your holding: Direct your proxy how to vote by marking one of the boxes opposite each item of business. If you do not mark a box your proxy may vote or abstain as they choose (to the extent permitted by law). If you mark more than one box on an item your vote will be invalid on that item.

**Voting a portion of your holding:** Indicate a portion of your voting rights by inserting the percentage or number of securities you wish to vote in the For, Against or Abstain box or boxes. The sum of the votes cast must not exceed your voting entitlement or 100%.

**Appointing a second proxy:** You are entitled to appoint up to two proxies to attend the meeting and vote on a poll. If you appoint two proxies you must specify the percentage of votes or number of securities for each proxy, otherwise each proxy may exercise half of the votes. When appointing a second proxy write both names and the percentage of votes or number of securities for each in Step 1 overleaf.

A proxy need not be a securityholder of the Company.

### SIGNING INSTRUCTIONS FOR POSTAL FORMS

Individual: Where the holding is in one name, the securityholder must sign.

**Joint Holding:** Where the holding is in more than one name, all of the securityholders should sign.

**Power of Attorney:** If you have not already lodged the Power of Attorney with the registry, please attach a certified photocopy of the Power of Attorney to this form when you return it.

**Companies:** Where the company has a Sole Director who is also the Sole Company Secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a Company Secretary, a Sole Director can also sign alone. Otherwise this form must be signed by a Director jointly with either another Director or a Company Secretary. Please sign in the appropriate place to indicate the office held. Delete titles as applicable.

# PARTICIPATING IN THE MEETING

#### Corporate Representative

If a representative of a corporate securityholder or proxy is to participate in the meeting you will need to provide the appropriate "Appointment of Corporate Representative". A form may be obtained from Computershare or online at www.investorcentre.com under the help tab, "Printable Forms".

Lodge your Proxy Form:

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Online:

Lodge your vote online at

www.investorvote.com.au using your secure access information or use your mobile device to scan the personalised QR code.

Your secure access information is



For Intermediary Online subscribers (custodians) go to www.intermediaryonline.com

By Mail:

Computershare Investor Services Pty Limited GPO Box 242 Melbourne VIC 3001 Australia

By Fax:

1800 783 447 within Australia or +61 3 9473 2555 outside Australia



**PLEASE NOTE:** For security reasons it is important that you keep your SRN/HIN confidential.

Change of address. If incorrect, mark this box and make the correction in the space to the left. Securityholders sponsored by a broker (reference number commences with 'X') should advise your broker of any changes.

# **Proxy Form**

Please mark  $|\mathbf{X}|$  to indicate your directions

# Step 1 Appoint a Proxy to Vote on Your Behalf

I/We being a member/s of TBG Diagnostics Limited hereby appoint

the Chairman	PLEASE NOTE: Leave this box blank if
of the Meeting	you have selected the Chairman of the
of the weeting	Meeting. Do not insert your own name(s).

or failing the individual or body corporate named, or if no individual or body corporate is named, the Chairman of the Meeting, as my/our proxy to act generally at the meeting on my/our behalf and to vote in accordance with the following directions (or if no directions have been given, and to the extent permitted by law, as the proxy sees fit) at the Annual General Meeting of TBG Diagnostics Limited to be held virtually on Thursday, 29 July 2021 at 1:00 PM (AEST) and at any adjournment or postponement of that meeting.

**Chairman authorised to exercise undirected proxies on remuneration related resolutions:** Where I/we have appointed the Chairman of the Meeting as my/our proxy (or the Chairman becomes my/our proxy by default), I/we expressly authorise the Chairman to exercise my/our proxy on Resolutions 1 (except where I/we have indicated a different voting intention in step 2) even though Resolutions 1 are connected directly or indirectly with the remuneration of a member of key management personnel, which includes the Chairman.

**Important Note:** If the Chairman of the Meeting is (or becomes) your proxy you can direct the Chairman to vote for or against or abstain from voting on Resolutions 1 by marking the appropriate box in step 2.

Ś	Step 2	Item of Business	PLEASE NOTE: If you mark the Abstain box for an item, you are direct behalf on a show of hands or a poll and your votes will not be counted in			
				For	Against	Abstain
1	DIRECTO	RS' REMUNERATION REPORT				
2	2 ELECTION	N OF DIRECTOR – MR BING-CI	HENG LIU			
3	B RE-ELECT	FION OF DIRECTOR – DR STA	NLEY CHANG			

The Chairman of the Meeting intends to vote undirected proxies in favour of each item of business. In exceptional circumstances, the Chairman of the Meeting may change his/her voting intention on any resolution, in which case an ASX announcement will be made.

Step 3 Signature of	Securityhold	er(s) This se	ection must be completed.			
Individual or Securityholder 1	Securityholder 2		Securityholder 3		1 1	
Sole Director & Sole Company Secretary Director			Director/Company Secretary		Date	
Update your communication details (Optional) Mobile Number		Email Address	By providing your email address, you consent to receive future Notice of Meeting & Proxy communications electronically			
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