**YOUR COMPANY PTE. LTD.**

Incorporated in the Republic of Singapore

Company No. ########X

(the “Company”)

**DIRECTORS’ RESOLUTIONS IN WRITING PASSED PURSUANT TO THE COMPANY’S CONSTITUTION**

**NOTED THAT:**

1. Singapore Corporate Access (or “CorpPass”) is a one-stop authentication and authorization service, for corporate users with a Unique Entity Number (UEN) to transact with Government agencies online on behalf of their organizations. Once registered, CorpPass becomes the corporate digital identity for businesses and other entities (such as non-profit organizations and associations).
2. CorpPass is owned by the Ministry of Finance and managed by Government Technology Agency (GovTech).

**RESOLVED THAT:**

1. In view that CorpPass gives greater control and the flexibility for the Company to grant and manage employees’ access to Government digital services, it is in the best interest of the Company to register for CorpPass and that such registration be performed in accordance with the guidance provided by the Singapore Government’s Singapore Corporate Access be approved.

CorpPass Administrators

1. The appointment of the person(s) as listed in the CorpPass Authority Matrix (the “CorpPass Matrix”) as the CorpPass Administrators (“CorpPass Admins”) be approved and that the director or the company secretary, in their role as the Registered Officers for purpose of CorpPass registration be authorized to approve the appointment of the CorpPass Admin online. A copy of the CorpPass Matrix is annexed hereto as “Annex A”.
2. The company hereby appoints:-

Sub-Administrators

1. The person(s) as listed in the CorpPass Matrix as the Sub-Administrators (“Sub-Admins”) and that the CorpPass Admins, in their role as the CorpPass Admins for purpose of CorpPass registration be authorized to approve the appointment of the Sub-Admins on CorpPass online; and

CorpPass Users

1. The person(s) as listed in the CorpPass Matrix as the users (“CorpPass Users”) and that the CorpPass Admins or Sub-Admins, in their role as the CorpPass Admins or Sub-Admins for purpose of CorpPass registration be authorized to approve the registration of the CorpPass Users online.

**Subsequent changes to CorpPass Admins, Sub-Admins or CorpPass Users**

1. The directors be authorized to approve, from time to time, where relevant, the changes to the appointment of CorpPass Admins including deletion thereof or changes to their particulars, as supported and listed in a revised form of the CorpPass Matrix and to perform the said changes, in their role as the Registered Officers on CorpPass online and such changes shall be authorized by an amending minutes/resolutions passed by the Company.
2. The CorpPass Admins be authorized to approve, from time to time, where relevant, the changes to the appointment of Sub-Admins and/or creation of CorpPass Users, including deletion thereof or changes to their particulars, as supported and listed in a revised form of the CorpPass Matrix and to perform the said changes, in their role as the CorpPass admins on CorpPass online and such changes shall be submitted to the director for notation and confirmation on a regular basis.
3. The Sub-Admins be authorized to approve, from time to time, where relevant, the changes to the appointment and/or creation of CorpPass Users, including deletion thereof or changes to their particulars, as supported and listed in a revised form of the CorpPass Matrix and to perform the said changes, in their role as the Sub-Admins on CorpPass online and such changes shall be submitted to the director for notation and confirmation on a regular basis.

|  |  |
| --- | --- |
| By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Director 1 Director | By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Director 2 Director |

Dated: 8 April 2019

Annex A

CorpPass Matrix

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | NRIC | Role | Date of Appointment | Date of cessation |
|  |  |  |  |  |
|  |  |  |  |  |