

<< Na **Q** LIMITED

MINUTES of the Board of Directors of the Company
held virtually by electronic means in accordance with the provisions of the
Corporate Information Circular dated June 1, 2020 pursuant to the Securities
Exchange Act 2020
on << >> at << >> am/pm

Present (via virtual means):

<< Name >>

<< Name >>

In attendance (via virtual means):

<< Name >>

<< Name >>

1. The Chairman noted that in the light of the introduction of the Insolvency and Companies Governance Act (the Act), the Company had introduced in relation to general meetings the following amendments to its Articles of Association:
 2. The Chairman further noted that in accordance with the Company's constitution (or the Act, if applicable), general meetings need not be held in any particular place and that, if the meeting is held on a valid electronic basis, votes may be taken by electronic or any other means and the above requirements may be met without the need for all members being together at the same time.
 3. The Chairman announced that the Meeting had been given and that the meeting had been held in accordance with the provisions of the Act and that the short notice had been read and approved by the members ordinarily have had the right to attend the Meeting].
 4. The Chairman announced that the Meeting was in accordance with the Act was present.
 5. It was unanimously agreed that the Meeting should be taken as having been duly convened and held.
 6. The Chairman proposed that the Meeting be taken as having been duly convened and held in accordance with the said notice as a[n] [ordinary] [special] resolution of the Company. The Chairman put the resolution to the vote and the resolution was seconded by << Name >>. The Chairman took the vote electronically and the resolution was declared the resolution [an] [ordinary] [special] resolution of the Company].
 7. The Chairman proposed that the Meeting be taken as having been duly convened and held in accordance with the said notice as a[n] [ordinary] [special] resolution of the Company. The Chairman put the resolution to the vote and the resolution was seconded by << Name >>. The Chairman took the vote electronically and the resolution was declared the resolution [an] [ordinary] [special] resolution of the Company].
 8. There being no further business, the Chairman declared the Meeting closed.

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Chairman

S A M P L E