

**NOTICE OF FOURTH ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN THAT** the Fourth Annual General Meeting ("**Fourth AGM**") of Sinaran Advance Group Berhad ("**SAG**" or the "**Company**") will be conducted on a virtual basis and entirely via remote participation and voting from the Broadcast Venue at 4th Floor, Menara Lien Hoe, No. 8, Persiaran Tropicana, Tropicana Golf & Country Resort, 47410 Petaling Jaya, Selangor Darul Ehsan via an online meeting platform at <https://rebrand.ly/SinaranAGM> provided by Inshub Sdn. Bhd. in Malaysia on Wednesday, 5 June 2024 at 11:00 a.m. for the following purposes:-

**AGENDA**

- To receive the Audited Financial Statements for the financial year ended 31 December 2023 together with the Reports of the Directors and the Auditors thereon.
- To approve the Directors' Fees payable to the Directors of the Company of up to RM280,000/- for the financial year ending 31 December 2024 and to be made payable on monthly basis.
- To approve an amount of up to RM20,000/- as benefits payable to the Non-Executive Directors of the Company with effect from 6 June 2024, a day after the Fourth AGM until the next Annual General Meeting of the Company in year 2025 pursuant to Section 230(1)(b) of the Companies Act 2016.
- To re-elect the following Directors, who retire pursuant to Clause 21.7 of the Constitution of the Company and being eligible, offered themselves for re-election:-
  - Mr. Chuah Hoon Hong; and
  - Encik Ahmad Nasiruddin Bin Harun.
- To re-elect the following Directors, who retire pursuant to Clause 21.11 of the Constitution of the Company and being eligible, offered themselves for re-election:-
  - Encik Abdul Menon Bin Arsad @ Abdul Menon Bin Arshad; and
  - Ms. Charissa Lim Zhu Ai.
- To re-appoint ChengCo PLT as the Auditors of the Company for the financial year ending 31 December 2024 and to hold office until the conclusion of the next Annual General Meeting of the Company at a remuneration to be determined by the Directors.

As Special Business:-

To consider and if thought fit, to pass the following ordinary resolutions with or without modifications:-

**7. AUTHORITY TO ISSUE SHARES PURSUANT TO THE COMPANIES ACT 2016**

"**THAT** pursuant to Sections 75 and 76 of the Companies Act 2016, Main Market Listing Requirements ("**Main LR**") of Bursa Malaysia Securities Berhad ("**Bursa Securities**"), the Constitution of the Company, and subject to the approvals of the relevant governmental/regulatory authorities, the Directors be and are hereby empowered to issue and allot shares in the Company, at any time to such persons and upon such terms and conditions and for such purposes as the Directors may, in their absolute discretion, deem fit, provided that the aggregate number of shares issued pursuant to this resolution does not exceed ten per centum (10%) of the total number of issued shares of the Company for the time being;

**THAT** pursuant to Section 85 of the Companies Act 2016 to be read together with Clause 7.2 of the Constitution of the Company, approval be and is hereby given to waive the statutory pre-emptive rights of the shareholders of the Company to be offered new shares of the Company ranking equally to the existing issued shares arising from any issuance of new shares in the Company pursuant to Sections 75 and 76 of the Companies Act 2016;

**AND THAT** the Directors be and are empowered to obtain approval for the listing of and quotation for the additional shares so issued on Bursa Securities;

**AND FURTHER THAT** such authority shall commence immediately upon the passing of this Resolution and continue to be in force until the conclusion of the next Annual General Meeting of the Company."

**8. PROPOSED GRANTING OF EMPLOYEES' SHARE OPTION SCHEME OPTIONS TO ENCIK ABDUL MENON BIN ARSAD @ ABDUL MENON BIN ARSHAD**

"**THAT** pursuant to the Employees' Share Option Scheme ("**ESOS**") of up to 15% of the total number of issued shares of the Company (excluding treasury shares, if any) for the eligible employees and directors of the Company and its subsidiaries (excluding dormant subsidiaries) as approved by the shareholders at the Extraordinary General Meeting held on 1 March 2021 ("**Proposed ESOS**"), approval be and is hereby given to the Board to authorise the ESOS Committee, to offer and to grant to at any time and from time to time throughout the duration of the Proposed ESOS, Encik Abdul Menon Bin Arsad @ Abdul Menon Bin Arshad, being the Independent Non-Executive Director of the Company, Options to subscribe for up to such number of new ordinary shares in the Company ("**SAG Shares**") under the Proposed ESOS **PROVIDED THAT:-**

- no allocation of more than 10% of the new SAG Shares available under the Proposed ESOS shall be made to any individual Eligible Employee who, either singly or collectively through persons connected with him/her, holds 20% or more of the total number of issued SAG Shares (excluding treasury shares, if any); and
- no allocation of more than 70% of the total number of new SAG Shares available under the Proposed ESOS shall be allocated in aggregate to the Directors and/or senior management of the Company and its subsidiaries (excluding dormant subsidiaries) who are Eligible Employees

**AND** subject always to such terms and conditions of the By-Laws and/or adjustments which may be made in accordance with the provisions of the By-Laws and Main LR, or any prevailing guidelines issued by Bursa Securities or any other relevant authorities, as amended from time to time."

**9. PROPOSED GRANTING OF ESOS OPTIONS TO MS. CHARISSA LIM ZHU AI**

"**THAT** pursuant to the Proposed ESOS, approval be and is hereby given to the Board to authorise the ESOS Committee, to offer and to grant to at any time and from time to time throughout the duration of the Proposed ESOS, Ms. Charissa Lim Zhu Ai, being the Independent Non-Executive Director of the Company, Options to subscribe for up to such number of new SAG Shares under the Proposed ESOS **PROVIDED THAT:-**

- no allocation of more than 10% of the new SAG Shares available under the Proposed ESOS shall be made to any individual Eligible Employee who, either singly or collectively through persons connected with him/her, holds 20% or more of the total number of issued SAG Shares (excluding treasury shares, if any); and
- no allocation of more than 70% of the total number of new SAG Shares available under the Proposed ESOS shall be allocated in aggregate to the Directors and/or senior management of the Company and its subsidiaries (excluding dormant subsidiaries) who are Eligible Employees

**AND** subject always to such terms and conditions of the By-Laws and/or adjustments which may be made in accordance with the provisions of the By-Laws and Main LR, or any prevailing guidelines issued by Bursa Securities or any other relevant authorities, as amended from time to time."

- To transact any other business that may be transacted at an AGM, due notice of which shall have been given in accordance with the Companies Act 2016 and the Constitution of the Company.

**BY ORDER OF THE BOARD**

(duly signed)  
**CHUA SIEW CHUAN (SSM PC NO. 201908002648 & MAICSA 0777689)**  
**CHENG CHIA PING (SSM PC NO. 202008000730 & MAICSA 1032514)**  
Company Secretaries

29 April 2024

Notes:-

**(1) Information for Shareholders/Proxies**

- Please refer to the **Administrative Guide** for the procedures to register and participate in the virtual meeting. Shareholders will not be allowed to attend the Fourth AGM in person at the venue of Fourth AGM on the day of the meeting.
- For the purpose of determining a member who shall be entitled to attend the AGM, the Company shall be requesting from Bursa Malaysia Depository Sdn. Bhd. in accordance with Clause 18.7(b) of the Constitution of the Company and Section 34(1) of Securities Industry (Central Depositories) Act 1991 ("**SICDA**") to issue a General Meeting Record of Depositors as at 29 May 2024. Only a depositor whose name appears on the Record of Depositors as at 29 May 2024 shall be entitled to attend the said meeting or appoint proxies to attend and/or speak and/or vote on his/her behalf.
- A member entitled to attend and vote at the AGM is entitled to appoint a proxy/proxies to attend, speak and vote instead of him. A proxy may but need not be a member of the Company and a member may appoint any person to be his proxy. There shall be no restriction as to the qualification of the proxy. A proxy appointed to attend and vote at a meeting of the Company shall have the same rights as the member to speak and vote at the meeting.
- A member may, subject to Notes (e) and (f) below, appoint more than one (1) proxy to attend and vote at the AGM, to the extent permitted by the Companies Act 2016, SICDA, Main LR of Bursa Securities and the Rules of Bursa Malaysia Depository Sdn Bhd. Where a member appoints two (2) proxies to attend and vote at the AGM, such appointment shall be invalid unless the member specifies the proportion of his/her shareholding to be represented by each proxy.
- Where a member of the Company is an authorised nominee as defined under SICDA, it may appoint at least one (1) proxy but not more than two (2) proxies in respect of each securities account it holds to which shares in the Company standing to the credit of the said account.

(Please refer to Explanatory Note (2))  
Ordinary Resolution 1

Ordinary Resolution 2

(Please refer to Explanatory Note (5))  
Ordinary Resolution 3  
Ordinary Resolution 4

(Please refer to Explanatory Note (6))  
Ordinary Resolution 5  
Ordinary Resolution 6  
Ordinary Resolution 7  
(Please refer to Explanatory Note (7))

Ordinary Resolution 8  
(Please refer to Explanatory Note (8))

Ordinary Resolution 9  
(Please refer to Explanatory Note (9))

Ordinary Resolution 10  
(Please refer to Explanatory Note (9))

- Where a member of the Company is an exempt authorised nominee which hold shares in the Company for multiple beneficial owners in one (1) securities account ("**omnibus account**"), there is no limit to the number of proxies which the exempt authorised nominee may appoint in respect of each omnibus account it holds.
- The instrument appointing a proxy shall be in writing under the hand of the appointer or his attorney duly authorised in writing or, in the event the appointer is a corporation, the instrument appointing a proxy must be either under the appointer's Common Seal or under the hand of an officer or attorney duly authorised.
- An instrument appointing a proxy must be left at the Share Registrar of the Company at Workshire Share Registration Sdn. Bhd., A3-3-8, Solaris Dutamas, No. 1, Jalan Dutamas 1, 50480 Kuala Lumpur, Wilayah Persekutuan Kuala Lumpur, Malaysia not less than forty-eighth (48) hours before the time appointed for holding the meeting or adjourned meeting.
- Publication of Notice of Fourth AGM on corporate website**  
Pursuant to Section 320(2) of the Companies Act 2016, a copy of this Notice together with the proxy form are available at the corporate website of Sinaran Advance Group Berhad at <https://sinaranadvance.com.my/>.

**Explanatory Notes to Ordinary Business:-**

**(2) Audited Financial Statements for the financial year ended 31 December 2023**

This Agenda item is meant for discussion only, as the provision of Section 340(1)(a) of the Companies Act 2016 does not require a formal approval for the Audited Financial Statements from the shareholders. Therefore, this Agenda is not put forward for voting.

**(3) Ordinary Resolution 1 – Payment of Directors' Fees**

The Remuneration Committee and the Board have reviewed the Directors' fees payable to the Non-Executive Directors amounting to RM280,000/- for the financial year ending 31 December 2024. The payment of Directors' fees for the financial year ending 31 December 2024, if approved by the shareholders, shall be payable on a monthly basis.

**(4) Ordinary Resolution 2 – Benefits payable to the Directors**

The Remuneration Committee and the Board have reviewed the benefits payable to the Non-Executive Directors of the Company with effect from a day after the Fourth AGM until the next Annual General Meeting of the Company in year 2025 pursuant to Section 230(1)(b) of the Companies Act 2016.

The estimated total amount of the Directors' benefits is mainly on meeting allowance at RM500/- per meeting day and it is calculated based on the estimated number of scheduled meetings to be held a day after the Fourth AGM until the next Annual General Meeting of the Company in year 2025 and assuming that all Non-Executive Directors will hold office until the next Fifth Annual General Meeting of the Company.

**(5) Ordinary Resolutions 3 and 4 – Re-election of Directors**

Clause 21.7 of the Company's Constitution states that an election of Directors shall take place each year at the annual general meeting of the Company where one-third (1/3) of the Directors for the time being, or, if their number is not three (3) or a multiple of three (3), then the number nearest to one-third (1/3) shall retire from office and be eligible for re-election PROVIDED ALWAYS that all Directors shall retire from office once at least in each three (3) years and shall be eligible for re-election. A retiring Director shall retain office until the close of the meeting at which he retires.

In determining the eligibility of the Directors stand for re-election at the forthcoming Fourth AGM, the NC has considered the following:-

- the requirements under Paragraph 2.20A of the Main LR;
- evaluation on the effectiveness of the Individual Directors, the Board as a whole and all Board Committees;
- for independent Non-Executive Director ("**INED**") only, the level of independence demonstrated by the INED and their ability to act in the best interest of the Company; and
- Directors' fitness and propriety with reference to the Directors' Fit and Proper Policy.

The Board has conducted separate assessments and satisfied with the independence of Mr. Chuah Hoon Hong and Encik Ahmad Nasiruddin Bin Harun, the INED, therefore, the Board had recommended the same be tabled to the shareholders for approval at the forthcoming Fourth AGM of the Company under Ordinary Resolutions 3 and 4.

The Board approved the NC's recommendation for the retiring Directors pursuant to Clause 21.7 of the Company's Constitution. All the retiring Directors have consented to their re-election, and abstained from deliberation as well as decision on their own eligibility to stand for re-election at the relevant NC and Board meetings, where applicable.

**(6) Ordinary Resolutions 5 and 6 – Re-election of Directors**

Clause 21.11 of the Company's Constitution states that the Directors shall have power at any time, and from time to time, to appoint any person to be a Director either to fill a casual vacancy or as an addition to the existing Directors, but so that the total number of Directors shall not at any time exceed the maximum number fixed by or in accordance with the Constitution. Any Director so appointed shall hold office only until the next following annual general meeting and shall then be eligible for re-election but shall not be taken into account in determining the retirement of Directors by rotation at such meeting.

In determining the eligibility of the Directors stand for re-election at the forthcoming Fourth AGM, the Nomination Committee ("**NC**") has considered the following:-

- the requirements under Paragraph 2.20A of the Main LR;
- evaluation on the effectiveness of the Individual Directors, the Board as a whole and all Board Committees;
- for independent Non-Executive Director ("**INED**") only, the level of independence demonstrated by the INED and their ability to act in the best interest of the Company; and
- Directors' fitness and propriety with reference to the Directors' Fit and Proper Policy.

The Board has conducted separate assessments and satisfied with the independence of Encik Abdul Menon Bin Arsad @ Abdul Menon Bin Arshad and Ms. Charissa Lim Zhu Ai, the INEDs, therefore, the Board had recommended the same be tabled to the shareholders for approval at the forthcoming Fourth AGM of the Company under Ordinary Resolutions 5 and 6.

The Board approved the NC's recommendation for the retiring Directors pursuant to Clause 21.11 of the Company's Constitution. All the retiring Directors have consented to their re-election, and abstained from deliberation as well as decision on their own eligibility to stand for re-election at the relevant NC and Board meetings, where applicable.

**(7) Ordinary Resolution 7 – Re-appointment of Auditors**

The Audit Committee ("**AC**") had recommended the re-appointment of ChengCo PLT as the Auditors of the Company for the financial year ending 31 December 2024.

The Board has in turn reviewed the recommendation of the AC and recommended the same be tabled to the shareholders for approval at the forthcoming Fourth AGM of the Company under Ordinary Resolution 7. The evaluation criteria adopted as well as the process of assessment by the AC and Board, respectively, have been duly elaborated in the Corporate Governance Overview Statement of the Annual Report 2023 of the Company.

**Explanatory Notes to Special Business:-**

**(8) Ordinary Resolution 8 – Authority to issue Shares pursuant to the Companies Act 2016**

The Company had been granted a general mandate by its shareholders at the Third AGM of the Company held on 6 June 2023 to issue and allot shares not exceed ten per centum (10%) of the total number of issued shares of the Company (hereinafter referred to as the "**Previous Mandate**").

The Previous Mandate granted by the shareholders had not been utilised hence no proceed was raised therefrom.

The Company wishes to obtain the mandate on the authority to issue shares pursuant to the Companies Act 2016 at the forthcoming Fourth AGM of the Company (hereinafter referred to as the "**General Mandate**").

The proposed adoption of Ordinary Resolution 8 is for the purpose of waiving the statutory pre-emptive rights of shareholders of the Company ("**Waiver of Pre-Emptive Rights**") and granting a new General Mandate and empowering the Directors of the Company, pursuant to the Companies Act 2016, to issue and allot new shares in the Company from time to time provided that the aggregate number of shares issued pursuant to the General Mandate does not exceed ten per centum (10%) of the total number of issued shares of the Company for the time being. The General Mandate, unless revoked or varied by the Company in general meeting, will expire at the conclusion of the next AGM of the Company.

The Waiver of Pre-Emptive Rights will allow the Directors of the Company to issue new shares of the Company which rank equally to existing issued shares of the Company, to any person without having to offer the new shares to all existing shareholders of the Company prior to issuance of new shares in the Company under the General Mandate.

The purpose to seek the General Mandate is to enable the Directors of the Company to issue and allot shares at any time to such persons in their absolute discretion without convening a general meeting as it would be both time and cost-consuming to organise a general meeting solely for such issuance and allotment of shares. This authority unless revoked or varied by the Company in a general meeting, will expire at the next AGM. The proceeds raised from the General Mandate will provide flexibility to the Company for any possible fund raising activities, including but not limited to further placing of shares, for purpose of funding future investment project(s), working capital and/or acquisitions.

**(9) Ordinary Resolutions 9 and 10 – Proposed Granting of Employees' Share Option Scheme ("**ESOS**") Options to Encik Abdul Menon Bin Arsad @ Abdul Menon Bin Arshad and Ms. Charissa Lim Zhu Ai**

The shareholders had at the Extraordinary General Meeting held on 1 March 2021, approved the establishment of an ESOS of up to 15% of the total number of issued shares of the Company (excluding treasury shares, if any) at any point in time during the duration of the ESOS for the eligible employees and directors of the Company and its subsidiaries (excluding dormant subsidiaries) ("**Proposed ESOS**").

The proposed Ordinary Resolutions 9 and 10, if passed, will enable Encik Abdul Menon Bin Arsad @ Abdul Menon Bin Arshad ("**Encik Abdul Menon**") and Ms. Charissa Lim Zhu Ai ("**Ms. Charissa Lim**"), the Independent Non-Executive Directors of the Company, to participate in the ESOS.

Encik Abdul Menon and Ms. Charissa Lim being the interested Directors, will abstain and have also undertaken to ensure that persons connected to them will abstain from voting on these resolutions. Both have also abstained from the deliberations and voting on these resolutions at the Board of Directors' Meeting.



**SINARAN ADVANCE GROUP BERHAD**  
Registration No. 202001007513 (1363833-T)  
(Incorporated in Malaysia)

**ADMINISTRATIVE GUIDE FOR THE FOURTH ANNUAL GENERAL MEETING (“4<sup>TH</sup> AGM” OR “MEETING”) OF SINARAN ADVANCE GROUP BERHAD (“SAG” OR THE “COMPANY”)**

Meeting Day, Date : Wednesday, 5 June 2024

Time : 11:00 a.m.

Main Venue (Broadcast Venue) : 4th Floor, Menara Lien Hoe, No. 8, Persiaran Tropicana, Tropicana Golf & Country Resort, 47410 Petaling Jaya, Selangor Darul Ehsan

Meeting Platform : <https://rebrand.ly/SinaranAGM> operated by Inshub Sdn. Bhd.

**MODE OF MEETING**

In line with the Government’s directive and the revised Guidance Note and Frequently Asked Questions (“**FAQs**”) on the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia on 7 April 2022 (“**SC Guidance**”), the 4<sup>th</sup> AGM of the Company will be conducted on a **virtual basis via remote participation and voting**.

**REMOTE PARTICIPATION AND VOTING (“RPV”) FACILITIES**

Shareholders are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, “**participate**”) remotely at the 4<sup>th</sup> AGM using the RPV facilities operated by Inshub Sdn. Bhd. via <https://rebrand.ly/SinaranAGM>.

A shareholder who has appointed a proxy or attorney or authorised representative to participate at this 4<sup>th</sup> AGM via RPV facilities must request his/her proxy or attorney or authorised representative to register himself/herself for RPV at <https://rebrand.ly/SinaranAGM> operated by Inshub Sdn. Bhd.


As the 4<sup>th</sup> AGM will be held as a virtual meeting, shareholders who are unable to participate in this 4<sup>th</sup> AGM via RPV facilities may appoint the Chairman of the Meeting as his/her proxy and indicate the voting instructions in the proxy form.

**NO SHAREHOLDERS/PROXIES** will be allowed to be physically present at the Broadcast Venue on the day of the Meeting.

**PROCEDURES FOR THE RPV**

Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) who wish to participate remotely in the 4<sup>th</sup> AGM using the RPV facilities are advised to follow the requirements and procedures as indicated below:-

(Administrative Guide for the 4<sup>th</sup> AGM to be held on Wednesday, 5 June 2024 – cont'd)

	Procedures	Actions
<b>BEFORE THE 4TH AGM DAY</b>		
(a)	Register as a participant in SAG Virtual 4 <sup>th</sup> AGM  	<ul style="list-style-type: none"> <li>• Using your computer, access the website at <a href="https://rebrand.ly/SinaranAGM">https://rebrand.ly/SinaranAGM</a>. Click on the <b>Register</b> link to register for the 4<sup>th</sup> AGM session.</li> <li>• If you are using mobile devices, you can also scan the QR provided on the left to access the registration page.</li> <li>• Click <b>Register</b> and enter your email followed by <b>Next</b> to fill in your details to register for the 4<sup>th</sup> AGM session.</li> <li>• Upon submission of your registration, you will receive an email notifying you that your registration has been received and is pending verification.</li> <li>• The event is powered by Cisco Webex. You are recommended to download and install Cisco Webex Meetings (available for PC, Mac, Android, and iOS). Refer to the tutorial guide posted on the same page for assistance.</li> </ul>
(b)	Submit your online registration	<ul style="list-style-type: none"> <li>• The registration for the 4<sup>th</sup> AGM is open from <b>5:00 p.m.</b> on <b>Monday, 29 April 2024</b> and will close at <b>11:00 a.m.</b> on <b>Monday, 3 June 2024</b>. Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the 4<sup>th</sup> AGM to ascertain their eligibility to participate in the 4<sup>th</sup> AGM using the RPV.</li> <li>• Clicking on the link in item 1 will redirect you to the 4<sup>th</sup> AGM event page. Click on the <b>Register</b> link for the online registration form.</li> <li>• Complete your particulars in the registration page. Your name <b>MUST</b> match your CDS account name.</li> <li>• Kindly fill in the CDS account number and indicate the number of shares you hold. If you have more than one CDS account, please state the CDS account number and indicate the number of shares held separately with a comma (,).</li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declarations.</li> <li>• Please ensure all information given is accurate before you click <b>Submit</b> to register your remote participation. Failure to do so will result in your registration being rejected.</li> <li>• The system will send an email to notify that your registration for remote participation is received and pending verification.</li> <li>• After verification of your registration against the General Meeting Record of Depositors dated <b>29 May 2024</b>, the system will send you an e-mail to notify you if your registration is approved or rejected after <b>30 May 2024</b>.</li> <li>• If your registration is rejected, you can contact Inshub Sdn. Bhd. for clarifications or to appeal.</li> </ul>



(Administrative Guide for the 4<sup>th</sup> AGM to be held on Wednesday, 5 June 2024 – cont'd)

	<b>Procedures</b>	<b>Actions</b>
<b>ON THE DAY OF THE 4TH AGM</b>		
(c)	Attending SAG Virtual 4 <sup>th</sup> AGM	<ul style="list-style-type: none"> <li>Two reminder emails will be sent to your inbox. First email is one day before the 4<sup>th</sup> AGM day, while the second email will be sent 1 hour before the 4<sup>th</sup> AGM session.</li> <li>Click <b>Join Event</b> in the reminder email to participate the RPV.</li> <li>Please ensure you have downloaded and installed Cisco WebEX Meetings application before attending the Virtual 4<sup>th</sup> AGM.</li> </ul>
(d)	Participating with live video	<ul style="list-style-type: none"> <li>You will be given a short brief about the system.</li> <li>Your microphone is muted throughout the whole session.</li> <li>If you have any questions for the Chairman/Board, you may use the <b>Q&amp;A panel</b> to send your questions. The Chairman/Board will try to respond to relevant questions if time permits. All relevant questions will be collected throughout the session and replied later through your registered email.</li> <li>The session will be recorded.</li> <li>Please note that the quality of the live streaming is dependent on the bandwidth and stability of the internal connection at your location.</li> </ul>
(e)	Online Remote Voting	<ul style="list-style-type: none"> <li>The Chairman will announce the announcement of the Voting session and the duration allowed at the 4<sup>th</sup> AGM.</li> <li>The list of resolutions for voting will appear at the right-hand side of your computer screen under the "Slido" panel. You are required to indicate your votes for the resolutions that are tabled for voting within the given time frame.</li> <li>Click on the <b>Submit</b> button when you have completed.</li> <li>Votes cannot be changed once it is submitted.</li> </ul>
(f)	End of remote participation	<ul style="list-style-type: none"> <li>Upon the announcement by the Chairman on the closure of the 4<sup>th</sup> AGM, the live streaming will end.</li> </ul>

**RECORD OF DEPOSITORS ("ROD")**

Only a depositor whose name appears on the ROD as at 29 May 2024 shall be entitled to attend, speak and vote at the 4<sup>th</sup> AGM or appoint proxy(ies)/ corporate representative(s)/ attorney(s) to attend and/or vote on his/her behalf.



(Administrative Guide for the 4<sup>th</sup> AGM to be held on Wednesday, 5 June 2024 – cont'd)

### **INDIVIDUAL MEMBERS**

Individual members are strongly encouraged to take advantage of RPV Facilities to participate and vote remotely at the 4<sup>th</sup> AGM. Please refer to the details as set out above for information.

If an individual member is unable to attend the 4<sup>th</sup> AGM, he/she is encouraged to appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

### **CORPORATE MEMBERS**

Corporate members (through Corporate Representatives or appointed proxies) are also strongly advised to participate and vote remotely at the 4<sup>th</sup> AGM using the RPV Facilities. Corporate members who wish to participate and vote remotely at the 4<sup>th</sup> AGM must be deposited the following documents to the Share Registrar's office at Workshire Share Registration Sdn. Bhd., A3-3-8, Solaris Dutamas, No. 1, Jalan Dutamas 1, 50480 Kuala Lumpur, Wilayah Persekutuan Kuala Lumpur, Malaysia no later than **Monday, 3 June 2024 at 11:00 a.m.:-**

- i. Certificate of appointment of its Corporate Representative or Proxy Form under the seal of the corporation;
- ii. Copy of the Corporate Representative's or proxy's MyKad (front and back)/Passport; and
- iii. Corporate Representative's or proxy's email address and mobile phone number.

Upon receipt of such documents, Inshub Sdn. Bhd. or the Company will respond to your remote participation request.

If a Corporate member (through Corporate Representative(s) or appointed proxy(ies)) is unable to attend the 4<sup>th</sup> AGM, it is encouraged to appoint the Chairman of the Meeting as its proxy and indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

### **NOMINEE COMPANY MEMBERS**

The beneficiaries of the shares under a Nominee Company's CDS account ("**Nominee Company member(s)**") are also strongly advised to participate and vote remotely at the 4<sup>th</sup> AGM using RPV Facilities. Nominee Company members who wish to participate and vote remotely at the 4<sup>th</sup> AGM can request its Nominee Company to appoint him/her as a proxy to participate and vote remotely at the 4<sup>th</sup> AGM. Nominee Company must be deposited the following documents to the Share Registrar's office at Workshire Share Registration Sdn. Bhd., A3-3-8, Solaris Dutamas, No. 1, Jalan Dutamas 1, 50480 Kuala Lumpur, Wilayah Persekutuan Kuala Lumpur, Malaysia no later than **Monday, 3 June 2024 at 11:00 a.m.:-**

- i. Proxy Form under the seal of the Nominee Company;
- ii. Copy of the proxy's MyKad (front and back)/Passport; and
- iii. Proxy's email address and mobile phone number.





(Administrative Guide for the 4<sup>th</sup> AGM to be held on Wednesday, 5 June 2024 – cont'd)

Upon receipt of such documents, Inshub Sdn. Bhd. or the Company will respond to your remote participation request.

If a Nominee Company member is unable to attend the 4<sup>th</sup> AGM, it is encouraged to request its Nominee Company to appoint the Chairman of the meeting as its proxy and to indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

If a member is unable to attend the 4<sup>th</sup> AGM, he/she may appoint a proxy or the Chairman of the meeting as his/her proxy and to indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

### **REVOCAION OF PROXY**

Please note that if a Shareholder has submitted his/her Form of Proxy prior to the 4<sup>th</sup> AGM and subsequently decides to personally participate in the 4<sup>th</sup> AGM via RPV Platform, the Shareholder must contact Workshire Share Registration Sdn. Bhd. to revoke the appointment of his/her proxy no later than **Monday, 3 June 2024 at 11:00 a.m.**

### **POLL VOTING**

The voting at the 4<sup>th</sup> AGM will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad ("**Bursa Securities**"). The Company has appointed Workshire Share Registration Sdn. Bhd. as Poll Administrator to conduct the poll by way of electronic means and SharePolls Sdn. Bhd. as Scrutineers to verify the poll results.

Shareholders can proceed to vote on the resolutions before the end of the voting session which will be announced by the Chairman of the Meeting. The Scrutineers will verify and announce the poll results followed by the Chairman's declaration whether the resolution is duly passed or otherwise.

The results of the voting for all resolutions will be announced at the 4<sup>th</sup> AGM on Bursa Securities website at [www.bursamalaysia.com](http://www.bursamalaysia.com).

### **RECORDING/PHOTOGRAPHY**

By participating at the 4<sup>th</sup> AGM, you agree that no part of the 4<sup>th</sup> AGM proceedings may be recorded, photographed, stored in any retrieval systems, reproduced, transmitted or uploaded in any form, platform or social media or by any means whether it is mechanical, electronical, photocopying, recording or otherwise without the prior written consent of the Company. The Company reserves the rights to take appropriate legal actions against anyone who violates this rule.



(Administrative Guide for the 4<sup>th</sup> AGM to be held on Wednesday, 5 June 2024 – cont'd)

**BREAKFAST/LUNCH PACKS, DOOR GIFTS OR VOUCHERS**

There will be NO distribution of breakfast / lunch packs, door gifts or vouchers.

**ENQUIRY**

If you have any enquiry prior to the meeting, please contact the following persons during office hours (from 9:00 a.m. to 5:30 p.m. (Monday to Friday except public holidays)):-

<b>For Registration, logging in and system related:</b>	<b>For Proxy and other matters:</b>
Name: Ms. Eris/ Mr. Calvin Telephone No.: 03-7688 1013 Email: <a href="mailto:vgm@mlabs.com">vgm@mlabs.com</a>	Name: Mr. Tee Yee Loon / Mr. Vemalan Telephone No.: 03-6413 3271 Email: <a href="mailto:infosr@wscs.com.my">infosr@wscs.com.my</a>



**SINARAN ADVANCE GROUP BERHAD**  
[Registration No. 202001007513 (1363833-T)]  
(Incorporated in Malaysia)

**NOTIFICATION TO SHAREHOLDERS**

Dear Shareholders,

Thank you for your continued support for Sinaran Advance Group Berhad ("**SAG**" or the "**Company**"). We are pleased to inform you that the Fourth Annual General Meeting ("**4<sup>th</sup> AGM**") of the Company will be conducted a virtual basis and entirely via remote participation and voting from the Broadcast Venue at 4th Floor, Menara Lien Hoe, No. 8, Persiaran Tropicana, Tropicana Golf & Country Resort, 47410 Petaling Jaya, Selangor Darul Ehsan via an online meeting platform at <https://rebrand.ly/SinaranAGM> provided by Inshub Sdn. Bhd. in Malaysia on Wednesday, 5 June 2024 at 11:00 a.m. ("**4<sup>th</sup> AGM of SAG**").

As part of our dedicated commitment to sustainable practices, the following documents can be downloaded from the Company's corporate website at <https://sinaranadvance.com.my/> and Bursa Malaysia Securities Berhad's website at <https://www.bursamalaysia.com/>:-

1. Notice of the 4<sup>th</sup> AGM;
2. Form of Proxy for the 4<sup>th</sup> AGM;
3. Administrative Guide; and
4. Annual Report 2023.

You may submit your request for a printed copy of the Annual Report 2023 by completing the Request Form and email to our Company's Share Registrar, Workshire Share Registration Sdn. Bhd. at [infosr@wscs.com.my](mailto:infosr@wscs.com.my) or post to A3-3-8, Solaris Dutamas, No. 1, Jalan Dutamas 1, 50480 Kuala Lumpur, Wilayah Persekutuan Kuala Lumpur, Malaysia.

The printed copy of the Annual Report 2023 will be despatched to you by ordinary post as soon as reasonably practicable from the date of receipt of your request.

If you wish to appoint proxy to attend the 4<sup>th</sup> AGM of SAG on behalf of your goodself, please complete and send the Form of Proxy for the 4<sup>th</sup> AGM as enclosed not later than **3 June 2024 at 11:00 a.m.**, to our Company's Share Registrar, for registration purpose.

Your faithfully,  
For and on behalf of Sinaran Advance Group Berhad  
Koo Kien Yoon  
Non-Independent Non-Executive Director  
29 April 2024

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**REQUEST FORM FOR ANNUAL REPORT 2023**

Full Name of Shareholder : \_\_\_\_\_

NRIC No. / Passport No. / Company No. : \_\_\_\_\_

CDS Account No. : \_\_\_\_\_

Mailing Address : \_\_\_\_\_

Telephone No. : \_\_\_\_\_

Date : \_\_\_\_\_

Signature : \_\_\_\_\_