

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the Twenty-Ninth Annual General Meeting (“29th AGM”) of Gas Malaysia Berhad (“the Company”) will be held on a fully virtual basis at the Broadcast Venue : Gas Malaysia Berhad Pusat Sumber dan Latihan, No. 40, Sekitar Business Centre, Jalan Serendah 26/41, Seksyen 26, 40400 Shah Alam, Selangor Darul Ehsan, Malaysia on Friday, 26 June 2020 at 3.00 p.m. or any adjournment thereof, for the following purposes:

AS ORDINARY BUSINESS

1. To receive the Audited Financial Statements for the financial year ended 31 December 2019 and the Reports of the Directors and Auditors thereon.
(Note 1)

2. To re-elect the following Directors who retire by rotation in accordance with Clause 101 of the Company’s Constitution and who being eligible offer themselves for re-election:
 - (i) Datuk Haji Hasni bin Harun **(Ordinary Resolution 1)**
 - (ii) Datuk Puteh Rukiah binti Abd. Majid **(Ordinary Resolution 2)**
 - (iii) Dato’ Sri Che Khalib bin Mohamad Noh **(Ordinary Resolution 3)**

3. To approve the payment of Directors’ fees and any benefits payable to the Directors from 27 June 2020 to the next AGM of the Company of an amount up to RM2,200,000.00.
(Refer Explanatory Note A) **(Ordinary Resolution 4)**

4. To re-appoint Messrs. PricewaterhouseCoopers PLT as the Auditors of the Company for the financial year ending 31 December 2020 and to authorise the Directors to fix their remuneration. **(Ordinary Resolution 5)**

AS SPECIAL BUSINESS

To consider and, if thought fit, to pass the following Ordinary Resolutions:

5. **RETENTION OF ENCIK TAN LYE CHONG AS INDEPENDENT NON-EXECUTIVE DIRECTOR** **(Ordinary Resolution 6)**

 “That approval be and is hereby given to Encik Tan Lye Chong, the Independent Non-Executive Director of the Company who will reach the nine year term on 16 August 2020, to continue to act as an Independent Non-Executive Director of the Company until the conclusion of the next Annual General Meeting.”
(Refer Explanatory Note B)

6. **RETENTION OF DATUK PUTEH RUKIAH BINTI ABD. MAJID AS INDEPENDENT NON-EXECUTIVE DIRECTOR** **(Ordinary Resolution 7)**

 “That approval be and is hereby given to Datuk Puteh Rukiah binti Abd. Majid, the Independent Non-Executive Director of the Company who will reach the nine year term on 16 August 2020, to continue to act as an Independent Non-Executive Director of the Company until the conclusion of the next Annual General Meeting.”
(Refer Explanatory Note B)

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7. **RETENTION OF DATUK SYED ABU BAKAR BIN S MOHSIN ALMOHDZAR AS INDEPENDENT NON-EXECUTIVE DIRECTOR** **(Ordinary Resolution 8)**

“That approval be and is hereby given to Datuk Syed Abu Bakar bin S Mohsin Almohdzar, the Independent Non-Executive Director of the Company who will reach the nine year term on 16 August 2020, to continue to act as an Independent Non-Executive Director of the Company until the conclusion of the next Annual General Meeting.”

(Refer Explanatory Note B)

8. **PROPOSED RENEWAL OF EXISTING SHAREHOLDERS’ MANDATE AND PROPOSED NEW SHAREHOLDERS’ MANDATE FOR THE COMPANY AND/OR ITS SUBSIDIARIES TO ENTER INTO RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE WITH RELATED PARTIES INVOLVING INTEREST OF PETROLIAM NASIONAL BERHAD (“PETRONAS”) AND PETRONAS GAS BERHAD (“PGB”)** **(Ordinary Resolution 9)**

“That subject to the provisions of Main Market Listing Requirements of Bursa Malaysia Securities Berhad, approval be and is hereby given to the Company and its subsidiaries to enter into recurrent related party transactions of a revenue or trading nature with the related parties involving interest of PETRONAS and PGB, as set out in Section 2.4 of the Circular to Shareholders dated 28 May 2020, which are necessary for the day-to-day operations; and are undertaken in the ordinary course of business of the Company and its subsidiaries, on arm’s length basis, on normal commercial terms which are not more favorable to the related parties than those generally available to the public and are not detrimental to the minority shareholders of the Company and that such approval shall continue to be in force until:

- i) the conclusion of the next AGM of the Company following this AGM at which the Proposed Shareholders’ Mandate is passed, at which time it will lapse unless the authority is renewed by a resolution passed at the next AGM;
- ii) the expiration of the period within which the next AGM after the date it is required to be held pursuant to Section 340(2) of the Companies Act 2016 (the “Act”) (but shall not extend to such extension as may be allowed pursuant to Section 340(4) of the Act); or
- iii) revoked or varied by resolution passed by the shareholders at a general meeting,

whichever is the earlier.

And that the Directors of the Company be and are hereby authorised to complete and do all such acts and things (including executing all such documents as may be required) as they may consider expedient or necessary to give effect to such transactions as authorised by this Ordinary Resolution.”

(Refer Explanatory Note C)

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9. **PROPOSED RENEWAL OF EXISTING SHAREHOLDERS' MANDATE AND PROPOSED NEW SHAREHOLDERS' MANDATE FOR THE COMPANY AND/OR ITS SUBSIDIARIES TO ENTER INTO RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE WITH RELATED PARTIES INVOLVING INTEREST OF TAN SRI DATO' SERI SYED MOKHTAR SHAH BIN SYED NOR ("TSM"), INDRA CITA SDN BHD ("ICSB"), SEAPORT TERMINAL (JOHORE) SDN BHD ("STJSB"), MMC CORPORATION BERHAD ("MMC") AND ANGLO-ORIENTAL (ANNUITIES) SDN BHD ("AOA")** **(Ordinary Resolution 10)**

"That subject to the provisions of Main Market Listing Requirements of Bursa Malaysia Securities Berhad, approval be and is hereby given to the Company and its subsidiaries to enter into recurrent related party transactions of a revenue or trading nature with the related parties involving interest of TSM, ICSB, STJSB, MMC and AOA, as set out in Section 2.4 of the Circular to Shareholders dated 28 May 2020, which are necessary for the day-to-day operations; and are undertaken in the ordinary course of business of the Company and its subsidiaries, on arm's length basis, on normal commercial terms which are not more favorable to the related parties than those generally available to the public and are not detrimental to the minority shareholders of the Company and that such approval shall continue to be in force until:

- i) the conclusion of the next AGM of the Company following this AGM at which the Proposed Shareholders' Mandate is passed, at which time it will lapse unless the authority is renewed by a resolution passed at the next AGM;
- ii) the expiration of the period within which the next AGM after the date it is required to be held pursuant to Section 340(2) of the Companies Act 2016 (the "Act") (but shall not extend to such extension as may be allowed pursuant to Section 340(4) of the Act); or
- iii) revoked or varied by resolution passed by the shareholders at a general meeting,

whichever is the earlier.

And that the Directors of the Company be and are hereby authorised to complete and do all such acts and things (including executing all such documents as may be required) as they may consider expedient or necessary to give effect to such transactions as authorised by this Ordinary Resolution."

(Refer Explanatory Note C)

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10. **PROPOSED NEW SHAREHOLDERS' MANDATE FOR THE COMPANY AND/OR ITS SUBSIDIARIES TO ENTER INTO RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE WITH RELATED PARTIES INVOLVING INTEREST OF MITSUI & CO. LTD ("MITSUI & CO."), MITSUI & CO. (ASIA PACIFIC) PTE LTD ("MITSUI & CO. (AP)"), MITSUI & CO. (MALAYSIA) SDN BHD ("MITSUI & CO. (M)") AND TOKYO-GAS MITSUI & CO. HOLDINGS SDN BHD ("TGM")** (Ordinary Resolution 11)

"That subject to the provisions of Main Market Listing Requirements of Bursa Malaysia Securities Berhad, approval be and is hereby given to the Company and its subsidiaries to enter into recurrent related party transactions of a revenue or trading nature with the related parties involving interest of Mitsui & Co., Mitsui & Co. (AP), Mitsui & Co. (M) and TGM, as set out in Section 2.4 of the Circular to Shareholders dated 28 May 2020, which are necessary for the day-to-day operations; and are undertaken in the ordinary course of business of the Company and its subsidiaries, on arm's length basis, on normal commercial terms which are not more favorable to the related parties than those generally available to the public and are not detrimental to the minority shareholders of the Company and that such approval shall continue to be in force until:

- i) the conclusion of the next AGM of the Company following this AGM at which the Proposed Shareholders' Mandate is passed, at which time it will lapse unless the authority is renewed by a resolution passed at the next AGM;
- ii) the expiration of the period within which the next AGM after the date it is required to be held pursuant to Section 340(2) of the Companies Act 2016 (the "Act") (but shall not extend to such extension as may be allowed pursuant to Section 340(4) of the Act); or
- iii) revoked or varied by resolution passed by the shareholders at a general meeting,

whichever is the earlier.

And that the Directors of the Company be and are hereby authorised to complete and do all such acts and things (including executing all such documents as may be required) as they may consider expedient or necessary to give effect to such transactions as authorised by this Ordinary Resolution."

(Refer Explanatory Note C)

11. To transact any other business for which due notice shall have been given in accordance with the Companies Act 2016 and the Constitution of the Company.

FURTHER NOTICE IS HEREBY GIVEN THAT for the purpose of determining a member whom shall be entitled to attend, speak and vote at this 29th AGM, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd in accordance with Clause 76 of the Constitution of the Company and Section 34(1) of the Securities Industry (Central Depositories) Act 1991, to issue a General Meeting Record of Depositors as at 18 June 2020.

By Order of the Board

Yanti Irwani binti Abu Hassan (MACS 01349) (SSM PC No. : 201908003274)
Company Secretary

Shah Alam, Selangor Darul Ehsan
28 May 2020

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NOTES:

1. 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 of the members/shareholders for the Audited Financial Statements. Hence, this Agenda item is not put forward for voting.
2. In respect of deposited securities, only members whose names appear on the Record of Depositors on 18 June 2020 (General Meeting Record of Depositors) shall be eligible to attend, participate, speak and vote at the meeting.
3. A member of the Company shall be entitled to appoint another person as his/her proxy to attend, participate, speak and vote at the meeting in his stead. A proxy need not be a member of the Company.
4. A member shall not be entitled to appoint more than two proxies. Where a member appoints two proxies, the appointments shall be invalid unless he specifies the proportion of his shareholdings to be represented by each proxy.
5. Where a member is an Exempt Authorised Nominee which holds ordinary shares in the Company for multiple beneficial owners in one securities account ("omnibus account") as defined under the Securities Industry (Central Depositories) Act 1991, there is no limit to the number of proxies which the Exempt Authorised Nominee may appoint in respect of each omnibus account it holds.
6. The instrument appointing a proxy shall be in writing under the hand of the appointor or of his attorney duly authorised in writing or, if the appointor is a corporation, either under its seal or signed by an officer or attorney so authorised.
7. The instrument appointing a proxy or corporate representative or the power of attorney or other authority (if any) under which it is signed or a notarially certified copy of such power or authority, must be deposited with the Share Registrar of the Company at Boardroom Share Registrars Sdn Bhd, 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia or submitted via fax at 03-7890 4670 or emailed to BSR.Helpdesk@boardroomlimited.com , no later than Thursday, 25 June 2020 at 3.00 p.m. The proxy appointment may also be lodged electronically via Boardroom Smart Investor Online Portal at www.boardroomlimited.my. All resolutions set out in this notice of meeting are to be voted by poll.
8. Please refer to the Administrative Details on the Conduct of a Fully Virtual General Meeting for further details.

EXPLANATORY NOTES:

- A. Section 230(1) of the Act provides amongst others, that the fees of the directors and any benefits payable to the directors of a listed company and its subsidiaries shall be approved at a general meeting. In this respect, the Board agreed that the shareholders' approval shall be sought at the 29th AGM on the Directors' remuneration as follows:
 - Ordinary Resolution 4 on payment of Directors' fees and any benefits payable to the Directors in respect of period commencing from 27 June 2020 to the next AGM of the Company tentatively to be held in May 2021.
 - In determining the estimated total amount of other benefits payable, the Board considered various factors including the number of scheduled and special meetings for the Board and Board Committees.
 - Payment of Directors' fees and any benefits payable will be made by the Company on a monthly basis or as and when incurred. The Board is of the view that it is just and equitable for the Directors' fees to be paid on monthly basis or as and when incurred, after the Directors have discharged their responsibilities and rendered their services to the Company.
 - Shareholders had approved the payment of Directors' Fees and any benefits payable to the Directors for the period commencing 17 May 2019 to 26 June 2020 of an amount up to RM2,000,000.00 at the 28th AGM of the Company which was held on 16 May 2019. The total Directors' Fees and any benefits paid for the financial year 2019 was RM917,500 and RM801,750 respectively.

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B. **Ordinary Resolutions 6, 7 and 8 - Retention of Independent Non-Executive Directors**

The Ordinary Resolution 6,7 and 8, if passed, will allow Encik Tan Lye Chong, Datuk Puteh Rukiah binti Abd. Majid and Datuk Syed Abu Bakar bin S Mohsin Almohdzar to continue to act as Independent Non-Executive Director until the conclusion of the next AGM of the Company.

The Nomination & Remuneration Committee (“NRC”) of the Company as assesses the independence of all Independent Non-Executive Directors including Encik Tan Lye Chong, Datuk Puteh Rukiah binti Abd. Majid and Datuk Syed Abu Bakar bin S Mohsin Almohdzar and recommended to retain them as Independent Non-Executive Directors of the Company. The Board endorsed the NRC’s recommendation and was of the view that their retention as Independent Non-Executive Directors are in the best interest of the Company, based on the following justifications:

- (a) They have vast experience in a diverse range of businesses and therefore would be able to provide the necessary check and balance, contribute constructive opinions; exercises independent judgment and have the ability to act in the best interest of the Company.
- (b) They have devoted sufficient time commitment and attention.
- (c) They have deep insight into the business and operations of the Company which would be advantageous to the Company.
- (d) They continued to exercise their independence and due care during tenure as an Independent Non-Executive Director of the Company and carried out their duties in the best interest of the Company and shareholders.
- (e) They have shown great integrity of independence and has not entered into any personal related party transaction with the Company.

Encik Tan Lye Chong, Datuk Puteh Rukiah binti Abd. Majid and Datuk Syed Abu Bakar bin S Mohsin Almohdzar have abstained from deliberation and decision at the NRC and Board meetings in relation to the recommendation of these Resolutions to the shareholders and will continue to abstain from deliberation and voting on the Ordinary Resolutions 6, 7 and 8 at this AGM respectively.

C. **Ordinary Resolutions 9, 10 and 11 - Proposed Renewal of Existing Shareholders’ Mandate and Proposed New Shareholders’ Mandate for Recurrent Related Party Transactions of a Revenue or Trading Nature**

The Ordinary Resolutions 9, 10 and 11, if passed, will benefit the Company by facilitating the Company and its subsidiaries (“the Group”) to enter into transactions with Related Parties specified in Section 2.4 of the Circular to Shareholders dated 28 May 2020 in the ordinary course of the Group’s business on normal commercial terms, in a timely manner and will enable the Group to continue to carry out recurrent related party transactions necessary for the Group’s day-to-day operations.

ADMINISTRATIVE DETAILS

29th Annual General Meeting

Friday, 26 June 2020 at 3.00 p.m.

Broadcast Venue:

Gas Malaysia Berhad Pusat Sumber dan Latihan, No. 40, Sekitar Business Centre, Jalan Serendah 26/41, Seksyen 26, 40400 Shah Alam, Selangor Darul Ehsan

1. Public Health Preventive Measure

- In line with Government's Initiative and the Securities Commission Malaysia Guidance Note, as a precautionary measure amid COVID-19, the Company will conduct its 29th AGM on a fully virtual basis via Remote Participation and Voting ("**RPV**") Facilities on 26 June 2020.
- The Members are strongly encouraged to participate using the RPV webcast which is available at www.boardroomlimited.my, to login, register and sign up as a user. You may appoint the Chairman of the Meeting as your proxy to attend and vote on your behalf at the 29th AGM by indicating the voting instructions in the Form of Proxy.
- The Broadcast Venue of the 29th AGM is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires the Chairman of the Meeting to be at the main venue. **No Members/Proxy(ies) will be allowed to be physically present nor admitted at the Broadcast Venue at the date of the 29th AGM of the Company.**
- Due to the constant evolving COVID-19 situation in Malaysia, we may be required to change the arrangements of our 29th AGM at short notice. Kindly check the Company's website or announcements for the latest updates on the status of the 29th AGM.
- The Company will continue to observe the guidelines issued by the Ministry of Health and will take precautionary measures as advised.

2. Entitlement to Attend and Vote

- Only Members whose names appear in the Record of Depositors as at **18 June 2020** shall be entitled to participate in the 29th AGM or appoint proxies to register and vote on their behalf.

3. No Door Gift and F&B

- There will be NO distribution of Door Gift or food voucher for the Members/Proxies who participate in the 29th AGM.

4. Proxy

- If a Member is unable to attend the 29th AGM, he/she is encouraged to appoint the Chairman of the meeting as his/her proxy and indicate the voting instruction in the Form of Proxy (enclosed together with the Notice of 29th AGM dated 28 May 2020) in accordance with the notes and instructions printed therein. The

original Form of Proxy must be duly executed and deposited with the Share Registrar of the Company at Boardroom Share Registrars Sdn Bhd, 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia or submitted via fax at 03-7890 4670 or emailed to BSR.Helpdesk@boardroomlimited.com, no later than Thursday, 25 June 2020 at 3.00 p.m. The proxy appointment may also be lodged electronically via Boardroom Smart Investor Online Portal at www.boardroomlimited.my.

- For the Members who have previously submitted Form of Proxy appointing their proxies, you may register your intention to participate via www.boardroomlimited.my. The proxy appointment will be deemed revoked upon your registration to personally participate remotely in the 29th AGM.
- Corporate Members that wish to appoint a representative to participate and vote remotely at the 29th AGM may refer to details set out under item 5 or contact the share registrars, Boardroom Share Registrars Sdn Bhd ("**Boardroom**"), with the details set out under item 8 below for assistance and will be required to provide the following documents to Boardroom not later than **Thursday, 25 June 2020 at 3.00 p.m.:**
 - (i) original certificate of appointment of its corporate representative or Form of Proxy under the seal of the corporation or under the hand of a duly authorised officer/attorney;
 - (ii) copy of the corporate representative's or proxy's MyKad (front and reverse) or Passport; and
 - (iii) corporate representative's or proxy's email address and mobile phone number.

Boardroom shall respond to you on your request for remote participation.

- The Corporate Members (through corporate representative(s) or appointed proxy(ies) who is unable to attend the 29th AGM) is encouraged to appoint the Chairman of the meeting as its proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.
- In respect of the beneficiaries of the shares under a nominee company's CDS account ("**NC members**") who wish to participate and vote remotely at the

ADMINISTRATIVE DETAILS

29th AGM, the NC member(s) can request its nominee company to appoint him/her as a proxy to participate and vote remotely at the 29th AGM. The nominee company may refer to details set out under item 5 or contact Boardroom's officer with the details set out under item 8 below for assistance and will be required to provide the following documents to Boardroom not later than **Thursday, 25 June 2020 at 3.00 p.m.:**

- (i) original Form of Proxy under the seal of the nominee company;
- (ii) copy of the proxy's MyKad (front and reverse) or Passport; and
- (iii) proxy's email address and mobile phone number.

Boardroom shall respond to you on your request for remote participation.

5. Electronic Lodgement of Form of Proxy

- The procedures to lodge your Form of Proxy electronically via www.boardroomlimited.my are summarized below:

Register Online with Boardroom Smart Investor Portal (for first time registration only)

[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register again. You may proceed to **E-Proxy Lodgement**]

- a. Access website www.boardroomlimited.my.
- b. Click <<Register>> to sign up as a user.
- c. Complete registration and upload softcopy of MyKad (Front and Back) or Passport.
- d. Please enter a valid email address and wait for BSR's email verification.
- e. The registration of your e-Proxy Account would be verified and approved within one business day and an e-mail notification would be provided.

E-Proxy Lodgement

- a. Login to www.boardroomlimited.my using your user id and password above.
- b. Go to e-Proxy Lodgement and browse Meeting List. Click <<Apply>> for the Company that you want to lodge your proxy form.
- c. Read the Terms & Conditions and confirm the Declaration.
- d. Enter the CDS account number and the total number of securities held.
- e. Select your proxy - either the Chairman of the Meeting ("Chairman") or individual named proxy(s) and enter the required particulars of your proxy(s).
- f. Indicate your voting instructions - For, Against or Abstain, otherwise your proxy will decide your vote.
- g. Review & confirm your proxy(s) appointment.
- h. Click submit.
- i. Download or print the e-Proxy form acknowledgement.

Should you require further clarification on navigating within the Boardroom Smart Investor Portal please contact BSR at +603 7890 4670 or BSR.Helpdesk@boardroomlimited.com.

6. Voting Procedure

- The voting at the 29th AGM will be conducted by way of poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad.
- The Company's share registrars/poll administrator, Boardroom, will assist to conduct the poll by way of electronic voting and the independent scrutineers will verify and validate the poll results. Upon the completion of the voting session for the 29th AGM, the scrutineers will verify the poll results followed by the Chairman's announcement whether the resolutions are duly passed.

7. Remote Participation and Electronic Voting (RPV)

- Please note that this option is available to:

- (i) Individual Members;
- (ii) Corporate Members;
- (iii) Authorised Nominee; and
- (iv) Exempt Authorised Nominee.

- If you choose to participate in the meeting online, you will be able to view live webcast of the meeting, submit questions to the Chairman and submit your votes in real time whilst the meeting is in progress.
- Kindly follow the steps below on how to request for login ID and password.

Step 1 - Register Online with Boardroom Smart Investor Portal (for first time registration only)

[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register again. You may proceed to Step 2. Submit request for Remote Participation user ID and password.]

- a. Access website www.boardroomlimited.my.
- b. Click <<Login>> and click <<Register>> to sign up as a user.
- c. Complete registration and upload softcopy of MyKad (Front and Back) or Passport.
- d. Please enter a valid email address and wait for BSR's email verification.
- e. Your registration will be verified and approved within one business day and an email notification will be provided.

Step 2 - Submit Request for Remote Participation User ID and Password

[Note: The registration for remote access will be opened on Thursday, 28 May 2020]

Individual Members

- Login to www.boardroomlimited.my using your user ID and password above.
- Select "Hybrid/Virtual Meeting" from main menu and select the correct Corporate Event "Gas Malaysia Berhad 29th AGM".
- Enter your CDS Account.
- Read and agree to the terms & condition and thereafter submit your request.

ADMINISTRATIVE DETAILS

Corporate Members

- Write in to BSR.Helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Certificate of Appointment of Corporate Representative or Form of Proxy to submit the request.
- Corporate Member must also provide a copy of Corporate Representative's MyKad (Front and Back) or Passport as well as his/her email address.

Authorised Nominee and Exempt Authorised Nominee

- Write in to BSR.Helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Form of Proxy to submit the request.
 - Authorised Nominee and Exempt Authorised Nominee must also provide a copy of Corporate Representative's MyKad (Front and Back) or Passport as well as his/her email address.
- a. You will receive a notification from Boardroom that your request has been received and is being verified.
 - b. Upon system verification against the AGM's Record of Depositors, you will receive an email from Boardroom either approving or rejecting your registration for remote participation.
 - c. You will also receive your remote access user ID and password along with the email from Boardroom if your registration is approved.
 - d. Please note that the closing time to submit your request is at 3.00 p.m. on Thursday, 25 June 2020 (24 hours before the 29th AGM).

Step 3 - Login to Virtual Meeting Portal

[Please note that the quality of the connectivity to Virtual Meeting Portal for live web cast as well as for remote online voting is highly dependent on the bandwidth and the stability of the internet connectivity available at the location of the remote users.]

- a. The Virtual Meeting portal will be open for login starting two hours (2 hours) before the commencement of the 29th AGM at 1.00 p.m. on 26 June 2020.
- b. Follow the steps given to you in the email along with your remote access user ID and password to login to the Virtual Meeting portal. (Refer to Step 2 above).
- c. The steps will also guide you how to view live web cast, ask questions and vote.
- d. The live web cast will end and the Messaging window will be disabled the moment the Chairman announces the closure of the AGM.
- e. You can now logout from Virtual Meeting Portal.

8. Participation through Live Webcast, Question and Voting at the AGM

- The Chairman and the Board of Directors will endeavour their best to respond to the questions submitted by Members which are related to the resolutions to be tabled at the AGM as well as financial performance/prospects of the Company.
- Members may proceed to cast votes on each of the proposed resolutions, to be tabled at the 29th AGM after the Chairman has opened the poll on the resolutions. Members are reminded to cast their votes before the poll is closed.

9. Procedure of the 29th AGM

- The Login User Guide for participation, posing questions and voting at the AGM, will be emailed to you together with your remote access user ID and password once your registration has been approved by the Share Registrar.
- Strictly NO recording or photography of the 29th AGM proceedings is allowed.
- You must ensure that you are connected to the internet at all times in order to participate and vote when the AGM has commenced. Therefore, it is your responsibility to ensure that connectivity for the duration of the AGM is maintained. Kindly note that the quality of the live streaming is dependent on the bandwidth and stability of the internet connection at the location of the remote participants.

10. Communication Guidance

- Members are reminded to monitor the Company's website and announcements for any changes to the arrangements of the 29th AGM.

11. Enquiry

If you have any enquiry prior to the 29th AGM pertaining to the RPV, Member(s) and Proxy(s) registration, please contact the following officers during office hours from 9.00 a.m. to 5.00 p.m. (Mondays to Fridays):

Boardroom Share Registrars Sdn Bhd

(Registration No. 199601006647/378993-D)

11th Floor, Menara Symphony,
No. 5, Jalan Prof. Khoo Kay Kim,
Seksyen 13, 46200 Petaling Jaya,
Selangor Darul Ehsan, Malaysia

General Line : +603-7890 4700

Fax No. : +603-7890 4670

Officers : Encik Zulkernaen Abd Samad

+603-7890 4741

(Zulkernaen.Samad@boardroomlimited.com)

Puan Rozleen Monzali

+603-7890 4739

(Rozleen.Monzali@boardroomlimited.com)