

# LOTTE CHEMICAL TITAN HOLDING BERHAD

[Registration no. 199101012045 (222357-P)]

Dear Valued Shareholders,

## NOTIFICATION TO SHAREHOLDERS OF A FULLY VIRTUAL 2020 ANNUAL GENERAL MEETING OF LOTTE CHEMICAL TITAN HOLDING BERHAD AND REVISED ADMINISTRATIVE NOTES

We refer to our earlier announcement made on 16 April 2020 in relation to the 2020 Annual General Meeting (“AGM”) of Lotte Chemical Titan Holding Berhad (“the Company”).

Clause 63 of the Company’s Constitution and Section 327(1) of the Companies Act (“CA”) 2016 permit the Company to conduct a fully virtual AGM.

In view of the COVID-19 pandemic and taking into consideration the well-being of shareholders and all participants, the 2020 AGM will now be **fully virtual** through live streaming from the following Broadcast Venue and online remote voting using the Remote Participation and Voting Facilities (“RPV”):



### DATE & TIME

**MONDAY**  
29 June 2020, 2.30 p.m.



### BROADCAST VENUE

#### TRICOR BUSINESS CENTRE

Manuka 2 & 3 Meeting Room  
Unit 29-01, Level 29, Tower A  
Vertical Business Suite, Avenue 3, Bangsar South,  
No. 8, Jalan Kerinchi  
59200 Kuala Lumpur, Malaysia

The notice of 2020 AGM dated 17 April 2020 and proxy form shall remain unchanged, save for the Broadcast Venue as set out above.

The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the CA 2016 which requires the Chairman of the meeting to be present at the main venue of the meeting. Shareholders **will not be allowed** to attend the 2020 AGM in person at the Broadcast Venue on the day of the meeting.



Please scan the QR code for the following documents of the Company which are also available at <https://www.lottechem.my/investor/agm.asp>

1 Integrated Annual Report 2019

2 Addendum to Integrated Annual Report 2019

3 Integrated Annual Report 2019 - Financial Statements

4 Corporate Governance Report 2019

5 Circular to Shareholders on Proposed Shareholders’ Mandate for Recurrent Related Party Transactions

6 Notice of the 2020 AGM

7 Proxy Form

8 Annual Report Requisition Form

9 Notification and Revised Administrative Notes

### REVISED ADMINISTRATIVE NOTES

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

- Shareholders are to attend, speak (including posing questions to the Board via real time submission of typed texts) and vote (collectively, “participate”) remotely at the 2020 AGM using RPV provided by Tricor Investor & Issuing House Services Sdn. Bhd. (“Tricor”) via its **TIIH Online** website at <https://tiih.online>.
- Shareholders who appoint proxies to participate via RPV in the 2020 AGM must ensure that the duly executed proxy forms are deposited in a hard copy form or by electronic means to Tricor no later than **Saturday, 27 June 2020 at 2.30 p.m.**
- Corporate representatives of corporate members must deposit their original certificate of appointment of corporate representative to Tricor not later than **Saturday, 27 June 2020 at 2.30 p.m.** to participate via RPV in the 2020 AGM.
- Attorneys appointed by power of attorney are to deposit their power of attorney with Tricor not later than **Saturday, 27 June 2020 at 2.30 p.m.** to participate via RPV in the 2020 AGM.
- A shareholder who has appointed a proxy or attorney or authorised representative to attend, participate, speak and vote at this Annual General Meeting via RPV must request his/her proxy to register himself/herself for RPV at TIIH Online website at <https://tiih.online>

**As the 2020 AGM is a fully virtual AGM, members who are unable to participate in this 2020 AGM may appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the proxy form.**

## PROCEDURES FOR RPV

Shareholders/proxies/corporate representatives/attorneys who wish to participate the 2020 AGM remotely using the RPV are to follow the requirements and procedures as summarized below:

Procedure	Action
<b>BEFORE THE 2020 AGM DAY</b>	
(a) Register as a user with TIIH Online	<ul style="list-style-type: none"> <li>Using your computer, access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the “e-Services”. Refer to the tutorial guide posted on the homepage for assistance.</li> <li>If you are already a user with TIIH Online, you are not required to register again. You will receive an e-mail to notify you that the remote participation is available for registration at TIIH Online.</li> </ul>
(b) Submit your request	<ul style="list-style-type: none"> <li><b>Registration is open from 2.30 p.m Friday, 29 May 2020 up to 2.30 p.m. Saturday, 27 June 2020.</b></li> <li>Login with your user ID and password and select the corporate event: “<b>(REGISTRATION) LOTTE 2020 AGM</b>”.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select “Register for Remote Participation and Voting”.</li> <li>Review your registration and proceed to register.</li> <li>System will send an e-mail to notify that your registration for remote participation is received and will be verified.</li> <li>After verification of your registration against the General Meeting Record of Depositors as at 22 June 2020, the system will send you an e-mail to approve or reject your registration for remote participation.</li> </ul>
<b>ON THE DAY OF THE 2020 AGM</b>	
(c) Login to TIIH Online	<ul style="list-style-type: none"> <li>Login with your user ID and password for remote participation at the 2020 AGM at any time from <b>2.00 p.m.</b> i.e. 30 minutes before the commencement of the AGM at <b>2.30 p.m. on Monday, 29 June 2020.</b></li> </ul>
(d) Participate through Live Streaming	<ul style="list-style-type: none"> <li>Select the corporate event: “<b>(LIVE STREAM MEETING) LOTTE 2020 AGM</b>” to engage in the proceedings of the 2020 AGM remotely.</li> <li>If you have any question for the Chairman/ Board, you may use the query box to transmit your question. The Chairman/ Board will endeavour to respond to questions submitted by remote participants during the 2020 AGM.</li> </ul>
(e) Online Remote Voting	<ul style="list-style-type: none"> <li>Voting session commences <b>from 2.30 p.m. on Monday, 29 June 2020</b> until a time when the Chairman announces the completion of the voting session of the 2020 AGM.</li> <li>Select the corporate event: “<b>(REMOTE VOTING) LOTTE 2020 AGM</b>”.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select the CDS account that represents your shareholdings.</li> <li>Indicate your votes for the resolutions that are tabled for voting.</li> <li>Confirm and submit your votes.</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 2020 AGM, the live streaming will end.</li> </ul>

### Note to users of the RPV facilities:

- Should your application to join the meeting be approved we will make available to you the rights to join the live streamed meeting and to vote remotely. Your login to TIIH Online on the day of meeting will indicate your presence at the virtual meeting.
- The quality of your connection to the live broadcast is dependent on the bandwidth and stability of the internet at your location and the device you use.
- In the event you encounter any issues with logging-in, connection to the live streamed meeting or online voting, kindly call Tricor Help Line at 011-40805616 / 011-40803168 / 011-40803169 / 011-40803170 or e-mail to [tiih.online@my.tricorglobal.com](mailto:tiih.online@my.tricorglobal.com) for assistance.

