



**NOTICE OF THE 29TH ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN** that the 29th Annual General Meeting ("29th AGM") of Hextar Global Berhad ("the Company") will be held at Concorde II, Level 2, Concorde Hotel Shah Alam, 3, Jalan Tengku Ampuan Zabedah C9/C, 40100 Shah Alam, Selangor Darul Ehsan, Malaysia on Monday, 24 August 2020 at 9.30 a.m. to transact the following business:-

**ORDINARY BUSINESS**

- To receive the Audited Financial Statements for the financial year ended 31 December 2019 together with the Reports of the Directors and Auditors thereon.  
 [Refer to Explanatory Note (1)]
- To re-elect the following Directors who retire in accordance with Clause 127 of the Company's Constitution:  
 (a) Dato' Sri Dr. Arwan bin Dato' Hj Mohd Tahir (Ordinary Resolution 1)  
 (b) Dato' Ong Soon Ho (Ordinary Resolution 2)
- To approve the following payments to Directors:  
 (a) Directors' fees of up to RM350,000 in respect of the financial year ending 31 December 2020. (Ordinary Resolution 3)  
 (b) Directors' benefits of up to RM100,000 for the period from 1 July 2020 until the next Annual General Meeting of the Company. (Ordinary Resolution 4)
- [Refer to Explanatory Note (2)]
- To re-appoint Messrs Crowe Malaysia PLT as Auditors of the Company for the ensuing year and to authorise the Board of Directors to fix their remuneration. (Ordinary Resolution 5)

**SPECIAL BUSINESS**

- To consider and if thought fit, to pass the following resolutions:  
**5. AUTHORITY TO ALLOT AND ISSUE SHARES PURSUANT TO SECTIONS 75 AND 76 OF THE COMPANIES ACT 2016** (Ordinary Resolution 6)

"THAT pursuant to Sections 75 and 76 of the Companies Act 2016 ("the Act") and subject to the Constitution of the Company, the Main Market Listing Requirements ("Listing Requirements") of Bursa Malaysia Securities Berhad ("Bursa Securities") and the approvals of the relevant governmental/regulatory authorities (if any), the Directors of the Company be and are hereby authorised to allot and issue shares in the Company from time to time, at such price, upon such terms and conditions and for such purposes and to such persons whomsoever as the Directors may in their absolute discretion deem fit PROVIDED THAT the aggregate number of shares to be issued pursuant to this resolution does not exceed twenty per centum (20%) of the total number of issued shares (excluding treasury shares) of the Company for the time being AND THAT the Directors be authorised to do all such things as they may deem fit and expedient in the best interest of the Company to give effect to the issuance of new shares under this resolution including making such applications to Bursa Securities for the listing of and quotation for the additional shares so issued on Bursa Securities AND THAT such authority shall continue to be in force until 31 December 2021, unless revoked or varied by an ordinary resolution of the Company at a general meeting."

- [Refer to Explanatory Note (3)]
- 6. PROPOSED RENEWAL OF AUTHORITY FOR SHARE BUY-BACK** (Ordinary Resolution 7)

"THAT subject always to the Companies Act 2016 ("the Act"), the Constitution of the Company, the Main Market Listing Requirements of Bursa Malaysia Securities Berhad ("Bursa Securities") ("Listing Requirements") and all other applicable laws, guidelines, rules and regulations, the Company be and is hereby authorised, to the fullest extent permitted by law, to purchase such number of issued shares in the Company as may be determined by the Directors of the Company from time to time through Bursa Securities upon such terms and conditions as the Directors may deem fit and expedient in the interest of the Company provided that:  
 i. the aggregate number of issued shares in the Company ("Shares") purchased ("Purchased Shares") and/or held as treasury shares pursuant to this ordinary resolution does not exceed ten per centum (10%) of the total number of issued shares of the Company as quoted on Bursa Securities as at point of purchase; and  
 ii. the maximum fund to be allocated by the Company for the purpose of purchasing the shares shall not exceed the aggregate of the retained profits of the Company based on the latest audited financial statements and/or the latest management accounts (where applicable) available at the time of the purchase,  
 ("Proposed Share Buy-Back").

AND THAT the authority to facilitate the Proposed Share Buy-Back will commence immediately upon passing of this Ordinary Resolution and will continue to be in force until:

- the conclusion of the next Annual General Meeting of the Company following at which time the authority shall lapse unless by ordinary resolution passed at the meeting, the authority is renewed, either unconditionally or subject to conditions;
- the expiration of the period within which the next annual general meeting of the Company is required by law to be held; or
- revoked or varied by ordinary resolution passed by the shareholders of the Company at a general meeting,

whichever occurs first, but shall not prejudice the completion of purchase(s) by the Company of its own Shares before the aforesaid expiry date and, in any event, in accordance with the Listing Requirements and any applicable laws, rules, regulations, orders, guidelines and requirements issued by any relevant authorities.

AND THAT the Directors of the Company be and are hereby authorised, at their discretion, to deal with the Purchased Shares until all the Purchased Shares have been dealt with by the Directors in the following manner as may be permitted by the Act, Listing Requirements, applicable laws, rules, regulations, guidelines, requirements and/or orders of any relevant authorities for the time being in force:

- To cancel all or part of the Purchased Shares;
- To retain all or part of the Purchased Shares as treasury shares as defined in Section 127 of the Act;
- To distribute all or part of the treasury shares as dividends to the shareholders of the Company;
- To resell all or part of the treasury shares;
- To transfer all or part of the treasury shares for the purposes of or under the employees' share scheme established by the Company and/or its subsidiaries;
- To transfer all or part of the treasury shares as purchase consideration;
- To sell, transfer or otherwise use the shares for other purposes as the Minister may by order prescribe; and/or
- To deal with the treasury shares in any other manner as allowed by the Act, Listing Requirements, applicable laws, rules, regulations, guidelines, requirements and/or orders of any relevant authorities for the time being in force.

AND THAT the Directors of the Company be and are authorised to take all such steps as are necessary or expedient (including without limitation, the opening and maintaining of central depository account(s) under Securities Industry (Central Depositories) Act, 1991, and the entering into all other agreements, arrangements and guarantee with any party or parties) to implement, finalise and give full effect to the Proposed Share Buy-Back with full powers to assent to any conditions, modifications, variations and/or amendments (if any) as may be imposed by the relevant authorities."

- [Refer to Explanatory Note (4)]
- 7. PROPOSED RENEWAL OF SHAREHOLDERS' MANDATE AND NEW SHAREHOLDERS' MANDATE FOR RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE ("RRPT")** (Ordinary Resolution 8)

"THAT subject to Main Market Listing Requirements of Bursa Malaysia Securities Berhad, approval be and is hereby given for the Company to enter into recurrent related party transactions of a revenue or trading nature with the related parties as set out in Section 2.3.3 of the Circular to the Shareholders dated 24 July 2020 which are necessary for day-to-day operations and are carried out in the ordinary course of business on terms which are not more favourable to the related parties than those generally available to the public and are undertaken on arms' length basis and not to the detriment of minority shareholders;

AND THAT the authority conferred by such mandate shall commence upon the passing of this resolution and continue to be in full force until:  
 (a) the conclusion of the next Annual General Meeting ("AGM") of the Company at which this shareholders' mandate will lapse, unless by a resolution passed at the next AGM, the mandate is renewed;

- the expiration of the period within which the next AGM is required to be held pursuant to Section 340(2) of the Companies Act, 2016 (the Act) (but must not extend to such extension as may be allowed pursuant to Section 340(4) of the Act); or
- revoked or varied by resolution passed by the shareholders in general meeting; whichever is the earlier;

AND THAT the Board of Directors be and is hereby authorised to complete and do all such acts and things as it may consider expedient or necessary (including executing such documents as may be required) to give effect to the transactions contemplated and/or authorised by this mandate."

- [Refer to Explanatory Note (5)]
- To transact any other business of the Company of which due notice shall have been given in accordance with the Act and the Constitution of the Company.

By Order of the Board  
**Lim Hooi Mooi** (SSM PC No. 201908000134) (MAICSA No. 0799764)  
**Ong Hai Leng** (SSM PC No. 202008003219) (MAICSA No. 7065544)  
 Company Secretaries

24 July 2020  
 Kuala Lumpur

**NOTES:-**

- IMPORTANT NOTICE**  
 The Board of Directors ("Board") is cognisant of the Covid-19 pandemic as declared by the World Health Organisation which, to-date, is still subsiding. The health and safety of the Company's shareholders, Directors, staff and other stakeholders is of paramount concern for the Company. In view of the foregoing, the Company wishes to advise shareholders that necessary steps and measures will be undertaken in holding the Company's 29th AGM.  
 In view of the Covid-19 pandemic and further to the "Guidance and FAQs on the Conduct of General Meetings for Listed Issuers" issued by the Securities Commission, members/proxies/corporate representatives who wish to attend the 29th AGM in person are **REQUIRED TO PRE-REGISTER** with the Company's share registrar, Tricor Investor & Issuing House Services Sdn Bhd (Share Registrar, "Tricor," or "TIH"), via the TIH Online website at <https://tih.online> no later than **Saturday, 22 August 2020 at 9.30 a.m.** Please follow the Pre-Register Procedures in the Administrative Details for the 29th AGM.

- A member of a Company shall be entitled to appoint another person as his proxy to exercise all or any of his rights to attend, participate, speak and vote at meeting of members of the Company. A member may appoint more than one proxy in relation to a meeting, provided that the member specifies the proportion of the member's shareholdings to be represented by each proxy. A proxy may not need to be a member of the Company.
- Where a member of the Company is an authorised nominee as defined under the Securities Industry (Central Depositories) Act, 1991 ("SICDA"), it may appoint not more than two (2) proxies in respect of each securities account it holds with ordinary shares of the Company standing to the credit of the said securities account.

- For a member of the Company who is an exempt authorised nominee which holds ordinary 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. An exempt authorised nominee refers to an authorised nominee defined under SICDA which is exempted from compliance with the provisions of subsection 25A(1) of SICDA.
- Where a member or the authorised nominee appoints more than two (2) proxies, or where an exempt authorised nominee appoints more than one (1) proxy in respect of each omnibus account to attend and vote at the same meeting, the appointments shall be invalid unless the proportion of shareholdings to be represented by each proxy is specified in the instrument appointing the proxies.

- The instrument appointing a proxy shall be in writing signed by the appointor or by his attorney who is authorised in writing. In the case of a corporation, the instrument appointing proxy(ies) must be made either under its common seal or signed by an officer or an attorney duly authorised.
- A member who has appointed a proxy or attorney or corporate representative to attend and vote at the 29th AGM must request his/her proxy or attorney or corporate representative to **PRE-REGISTER** their attendance at **TIH Online** website at <https://tih.online> no later than **Saturday, 22 August 2020 at 9.30 a.m.** Please follow the Pre-Register Procedures in the Administrative Details for the 29th AGM.

- In hard copy form**  
 In the case of an appointment made in hard copy form, the Proxy Form must be deposited at the Company's Share Registrar at Tricor Investor & Issuing House Services Sdn Bhd, Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.
- By electronic form**  
 The Proxy Form can be electronically lodged via **TIH Online** website at <https://tih.online> (applicable to individual member only). Kindly refer to the Administrative Details on the procedure for electronic lodgement of proxy form via TIH Online.

- Please ensure ALL the particulars as required in the Proxy Form are completed, signed and dated accordingly.
- Last date and time for lodging the form of proxy is **Saturday, 22 August 2020 at 9.30 a.m.**

- Any authority pursuant to which such an appointment is made by a power of attorney must be deposited with the Company's Share Registrar at Tricor Investor & Issuing House Services Sdn Bhd, Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia not less than forty-eight (48) hours before the time appointed for holding the 29th AGM or adjourned general meeting at which the person named in the appointment proposes to vote. A copy of the power of attorney may be accepted provided that it is certified notarially and/or in accordance with the applicable legal requirements in the relevant jurisdiction in which it is executed.

- For a corporate member who has appointed an authorised representative, please deposit the original or duly certified copy of the appointment instrument with the Company's Share Registrar at Tricor Investor & Issuing House Services Sdn Bhd, Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia. The certificate of appointment of authorised representative should be executed in the following manner:  
 (i) If the corporate member has a common seal, the certificate of appointment should be executed under seal in accordance with the constitution of the corporate member.  
 (ii) If the corporate member does not have a common seal, the certificate of appointment should be affixed with the rubber stamp of the corporate member (if any) and executed by:  
 (a) at least two (2) authorised officers, of whom one shall be a director; or  
 (b) any director and/or authorised officers in accordance with the laws of the country under which the corporate member is incorporated.

- For the purpose of determining who shall be entitled to participate in this AGM, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd to make available to the Company, the **Record of Depositors as at 13 August 2020**. Only a member whose name appears on this Record of Depositors shall be entitled to participate in this 29th AGM or appoint proxies to attend and vote in his stead.

**Explanatory Notes to the Agenda:-**

**Item 1 of the Agenda**  
 1. This item is meant for discussion only. The provisions of Section 340(1)(a) of the Companies Act 2016 require that the audited financial statements and the Reports of the Directors and Auditors thereon be laid before the Company at its Annual General Meeting. As such, this Agenda item is not a business which requires a resolution to be put to vote by shareholders.

**Item 3 of the Agenda – Ordinary Resolution 4**  
**Payment of Directors' benefits**  
 2. This resolution is to facilitate payment of Directors' benefits for the period from 1 July 2020 until the next Annual General Meeting of the Company. In the event the Directors' benefits proposed are insufficient (e.g. due to more meetings or enlarged Board size), approval will be sought at the next Annual General Meeting for additional fees to meet the shortfall.  
 Directors' benefits include meeting allowances and other emoluments payable to Directors and in determining the estimated total the Board had considered various factors including the number of scheduled meetings for the Board and Board Committees, and covers the period from 1 July 2020 until the next Annual General Meeting of the Company.

**Item 5 of the Agenda – Ordinary Resolution 6**  
**Authority to Allot and Issue Shares pursuant to Sections 75 and 76 of the Companies Act 2016**  
 3. The proposed Resolution No. 6, if passed, will empower the Directors to allot up to a maximum of 20% of the total number of issued shares of the Company (excluding treasury shares) (20% General Mandate) for the time being for such purposes as the Directors consider would be in the best interest of the Company and its shareholders.  
 The Company had, at the last AGM held on 27 May 2019, obtained the mandate from the shareholders to allot up to a maximum of 10% of the total number of issued shares of the Company. The 20% General Mandate is pursuant to the letter from Bursa Malaysia Securities Berhad dated 16 April 2020 in relation to temporary relief measures in light of the economic challenges brought by COVID-19 pandemic for listed issuers to seek a higher general mandate of not more than 20% of the total number of issued shares of the Company (excluding treasury shares) instead of 10%. This mandate will continue to be in force until 31 December 2021, unless such approval is revoked or varied by the Company at a general meeting. The mandate is to provide flexibility to the Company to issue new securities without the need to convene separate general meeting to obtain its shareholders' approval so as to avoid incurring additional costs and time. The purpose of this general mandate is for possible fund raising exercise including but not limited to further placement of shares for purpose of funding current and/or future investment projects, working capital, repayment of bank borrowings, acquisitions and/or for issuance of shares as settlement of purchase consideration or such other application as the Directors may deem fit in the best interest of the Company and its shareholders.

The Board of Directors is of the opinion that the 20% General Mandate is in the best interest of the Company and its shareholders as it is useful for the Company to meet its financial needs due to the unprecedented uncertainty surrounding the recovery of the COVID-19 pandemic and it will enable the Board to take swift action during the challenging time to ensure long term sustainability and interest of the Company and its shareholders.

**Item 6 of the Agenda – Ordinary Resolution 7**  
**Proposed Renewal of Authority of Share Buy-Back**  
 4. The proposed Resolution No. 7, if passed, will empower the Directors of the Company to purchase up to 10% of the total number of issued shares of the Company by utilizing the funds allocated which shall not exceed the retained profits of the Company. This authority, unless revoked or varied at a general meeting, will expire at the conclusion of the next Annual General Meeting of the Company.  
 For further information, please refer to the Share Buy-Back Statement dated 24 July 2020.

**Item 7 of the Agenda – Ordinary Resolution 8**  
**Proposed Renewal of Shareholders' Mandate and New Shareholders' Mandate for Recurrent Related Party Transactions of a Revenue or Trading Nature**  
 5. The proposed Resolution No. 8 in respect of the Proposed Renewal of Shareholders' Mandate and New Shareholders' Mandate for Recurrent Related Party Transactions of a Revenue or Trading Nature are intended to facilitate transactions in the normal course of business of the Group which are transacted from time to time with the specified classes of related parties, provided that they are carried out on an arms' length basis and on the Group's normal commercial terms and are not prejudicial to the shareholders on terms not more favourable to the related parties than those generally available to the public and are not to the detriment of the minority shareholders.



## HEXTAR GLOBAL BERHAD

Registration No. 199001014551 (206220-U)  
(Incorporated in Malaysia)

### ADMINISTRATIVE DETAILS

#### TWENTY-NINTH ANNUAL GENERAL MEETING OF HEXTAR GLOBAL BERHAD

Date	: Monday, 24 August 2020
Time	: 9.30 a.m.
Venue of Meeting	: Concorde II, Level 2, Concorde Hotel Shah Alam, 3, Jalan Tengku Ampuan Zabedah C9/C, 40100 Shah Alam, Selangor Darul Ehsan, Malaysia
Time & Place of Registration	: From 8.15 a.m. onwards Concorde II, Level 2, Concorde Hotel Shah Alam, 3, Jalan Tengku Ampuan Zabedah C9/C, 40100 Shah Alam, Selangor Darul Ehsan, Malaysia

#### COVID-19: PUBLIC HEALTH PRECAUTIONARY MEASURES

The Board of Directors ("Board") is cognisant of the Covid-19 pandemic as declared by the World Health Organisation which, to-date, is still subsisting. The health and safety of the Company's members, Directors, staff and other stakeholders is of paramount concern for the Company. In view of the foregoing, the Company wishes to advise members that necessary steps and measures will be undertaken in holding the Company's Twenty-Ninth Annual General Meeting ("29th AGM"):

1. In view of the Covid-19 pandemic and further to the "Guidance and FAQs on the Conduct of General Meetings for Listed Issuers" issued by the Securities Commission, members/proxies/corporate representatives who wish to attend the 29th AGM in person **ARE REQUIRED TO PRE-REGISTER** with the Company's share registrar, Tricor Investor & Issuing House Services Sdn Bhd ("Share Registrar", "Tricor", or "TIH"), via the **TIH Online** website at <https://tiah.online> no later than **Saturday, 22 August 2020 at 9.30 a.m.** Alternatively, you may also appoint the Chairman of the meeting as your proxy to attend and vote on your behalf at this AGM.

#### 2. VENUE AND SEATING ARRANGEMENT

- As a precautionary measure, the Company reserves the right to limit the number of physical attendees to be accommodated at the venue.
- In order to assist the Company in managing the turnout for the 29th AGM, members/proxies/corporate representatives are required to pre-register with the Company's share registrar, via the **TIH Online** website at <https://tiah.online>, if the members/proxies/corporate representatives wish to attend the 29th AGM in person.
- Social distancing would be practised at all times. Members who attend the 29th AGM should maintain at least 1 metre (3 feet) distance between him/herself.
- Seats in the 29th AGM venue would be placed at least one metre (3 feet) apart from one another.

#### 3. OTHER IMPORTANT INFORMATION

- If any of the members/proxies/corporate representatives (“Persons”) have travelled overseas to China (including mainland China, SAR Hong Kong, SAR Macau and Taiwan), Italy, Iran, Korea, Japan and other affected countries in the past 14 days or if a Person is unwell with fever, dry cough, tiredness, sore throat, aches and pains, nasal congestion, runny nose, diarrhoea or shortness of breath, they must seek medical attention and quarantine themselves at home. Under such circumstances, the Persons are advised to appoint the Chairman of the meeting as their proxy to attend and vote on their behalf at the AGM.
- Generally, any Persons who:
  - (a) feel unwell before the 29th AGM; or
  - (b) have been placed on quarantine orders or stay-at-home notices; or
  - (c) have a travel history to certain countries/regions in the specified period preceding the 29th AGM, as announced by the Ministry of Health, must not attend the 29th AGM in person, and instead are strongly encouraged to appoint the Chairman of this AGM as their proxy to attend and vote on their behalf at the AGM.
- For Persons who are physically attending the 29th AGM, temperature screening on each Person will be taken during registration and the Persons will be required to sign a health declaration form and provide their travel history and contact details (to facilitate contact tracing, if required) before entering the venue of the 29th AGM.
- As a precautionary measure, the Company reserves the right to deny any Persons with body temperature of above 37.5°C entry into the 29th AGM venue.
- Any Persons attending the 29th AGM physically should wear a face mask in advance and throughout the 29th AGM and practice proper self-sanitisation, including the use of hand sanitisers.

#### **4. INDIVIDUAL MEMBERS**

- All Members who intend to attend the 29th AGM in person **ARE REQUIRED TO PRE-REGISTER** with Tricor via **TIIH Online** website (<https://tjih.online>) latest by **Saturday, 22 August 2020 at 9.30 a.m.** Kindly refer to the RSVP procedures below.

Members who are unable to attend the AGM and who wished to exercise their votes are encouraged to appoint the Chairman of the Meeting to vote on your behalf by indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

#### **5. CORPORATE MEMBERS**

- Corporate members who wish to appoint corporate representatives instead of a proxy to attend and vote at the 29th AGM, must deposit their original or duly certified certificate of appointment of corporate representative to Tricor not later than **Saturday, 22 August 2020 at 9.30 a.m.**
- Attorneys appointed by power of attorney are required to deposit their power of attorney with Tricor not later than **Saturday, 22 August 2020 at 9.30 a.m.** to attend and vote at the 29th AGM.
- **A member who has appointed a proxy/attorney/corporate representative to attend and vote at the 29th AGM must request his/her proxy/attorney/corporate representative to submit their Pre-Registration at TIIH Online website at <https://tjih.online>.**
- If a corporate member (through its corporate representative(s) or appointed proxy(ies)) is unable to attend the 29th AGM you may appoint the Chairman of the meeting as your proxy and indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

#### **6. PRE-REGISTER PROCEDURES**

Members/proxies/corporate representatives/attorneys who wish to attend and vote at the 29th AGM are to follow the requirements and procedures as summarised below:

	Procedure	Action
<b>BEFORE 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 <b>e-mail to notify</b> you that the remote participation is available for registration at TIIH Online.</li> </ul>
(b)	Pre-register your attendance to attend AGM	<ul style="list-style-type: none"> <li><b>Registration is open from 10.00 a.m. Friday, 24 July 2020 up to 9.30 a.m. Saturday, 22 August 2020.</b></li> <li>Login with your user ID and password and select the corporate event: “<b>(REGISTRATION) HEXSTAR 29TH AGM</b>”.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Insert the CDS account number and indicate the number of shares.</li> <li>Submit to register your physical attendance.</li> <li>System will send an <b>e-mail to notify</b> that your registration to attend the AGM physically is received and will be verified.</li> <li>After verification of your registration against the General Meeting Record of Depositors as at <b>13 August 2020</b>, the system will send you an <b>e-mail to notify</b> if your registration is approved or rejected.</li> <li>For members who have registered to attend the AGM physically, the system will email an e-passcode slip. Print the passcode slip and bring it along with you to the AGM.</li> </ul>

## **7. NO DOOR GIFT/FOOD VOUCHER/REFRESHMENT**

There will be **no distribution/provision of door gifts or food vouchers or refreshment** for the 29th AGM in order to ensure social distancing and as a measure to reduce crowds in accordance with the Covid-19 guidelines by the Ministry of Health.

We would like to thank our members for your kind co-operation and understanding in these challenging times.

## **8. GENERAL MEETING RECORD OF DEPOSITORS (“ROD”)**

Only a depositor whose name appears on the ROD as at **13 August 2020** shall be entitled to attend, speak and vote at the 29th AGM or appoint proxies to attend and/or vote on his/her behalf.

## **9. PROXY**

- If you are unable to attend the meeting on 24 August 2020, you may appoint the Chairman of the meeting as proxy and indicate the voting instructions in the Proxy Form.

- You may also submit the Proxy Form electronically via **TIIH Online** website at <https://tiih.online> no later than **Saturday, 22 August 2020 at 9.30 a.m.** Please do read and follow the procedures to submit Proxy Form electronically below.
- You may submit your Proxy Form to Tricor by fax at 03-2783 9222 or e-mail to [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com). However, please ensure that the **Original Proxy Form** is deposited at Tricor's office at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur or, alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, not less than forty-eight (48) hours before the time appointed for holding the 29th AGM or any adjournment thereof, otherwise the Proxy Form shall not be treated as valid.

## **10. ELECTRONIC LODGEMENT OF PROXY FORM**

The procedures to lodge your proxy form electronically via Tricor's **TIIH Online** website are summarised below:

	<b>Procedure</b>	<b>Action</b>
(a)	Register as a User with TIIH Online	<ul style="list-style-type: none"> <li>Using your computer, please access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the "e-Services". Please do 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.</li> </ul>
(b)	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> <li>After the release of the Notice of Meeting by the Company, login with your user name (i.e. email address) and password.</li> <li>Select the corporate event: "<b>HEXTAR 29TH AGM - Submission of Proxy Form</b>".</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Insert your CDS account number and indicate the number of shares for your proxy(s) to vote on your behalf.</li> <li>Appoint your proxy(s) and insert the required details of your proxy(s) or appoint Chairman as your proxy.</li> <li>Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote.</li> <li>Review and confirm your proxy(s) appointment.</li> <li>Print proxy form for your record.</li> </ul>

## **11. PRE-MEETING SUBMISSION OF QUESTION TO THE BOARD OF DIRECTORS**

Members may submit questions for the Board prior to the 29th AGM via Tricor's **TIIH Online** website at <https://tiih.online> by selecting "e-Services" to login, pose questions and submit electronically no later than **Saturday, 22 August 2020 at 9.30 a.m.** The Board will endeavour to answer the questions received at the 29th AGM.

## **12. POLL VOTING**

- The Voting at the 29th AGM will be conducted by poll in accordance with Paragraph 8.29A of Bursa Malaysia Securities Berhad Main Market Listing Requirements. The Company has appointed Tricor Investor & Issuing House Services Sdn. Bhd. as Poll Administrator to conduct



the poll by way of electronic voting and Asia Securities Sdn. Bhd. as Scrutineers to verify the poll results.

- During this AGM, the Chairman will invite the Poll Administrator to brief on the Voting procedures. The voting session will commence as soon as the Chairman calls for the poll to be opened.
- Upon completion of the voting session for the 29th AGM, the Scrutineers will verify and announce the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

### **13. ANNUAL REPORT 2019**

- The Company's Annual Report 2019 is available at the Company's website at <http://hextarglobal.com>
- You may request for a printed copy of the Annual Report 2019 at <https://tjih.online> by selecting "Request for Annual Report / Circular" under the "Investor Services". Nevertheless, we hope that you would consider the environment before you decide to request for the printed copy.

### **14. REGISTRATION**

1. Registration will start at 8.15 a.m. in Concorde II, Level 2, Concorde Hotel Shah Alam, 3, Jalan Tengku Ampuan Zabedah C9/C, 40100 Shah Alam, Selangor Darul Ehsan, Malaysia.
2. Please present your original MyKad/passport to the registration staff for verification.
3. Upon verification, you are required to write your name, mobile contact and sign the Attendance list placed on the registration table.
4. You will be given an identification wristband with a personalised passcode for the purpose of voting at this AGM.
5. You must wear the identification wristband throughout the AGM as no person will be allowed to enter the meeting hall without the identification wristband. There will be no replacement in the event you lose or misplace the identification wristband.
6. If you are attending the meeting as a member as well as a proxy, you will be registered once and will be given only one identification wristband to enter the meeting hall.
7. No person will be allowed to register on behalf of another person even with the original Mykad/passport of the other person.

### **15. HELP DESK**

1. Please proceed to the Help Desk for any clarification or queries apart from registration details.
2. The Help Desk will also handle revocation of proxy's appointment.

### **16. RECORDING OR PHOTOGRAPHY**

Strictly **NO** unauthorised recording or photography of the proceedings of the 29th AGM is allowed.

### **17. ENQUIRY**

If you have any enquiries on the above, please contact the following persons during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

**Tricor Investor & Issuing House Services Sdn. Bhd.**

General Line : +603-2783 9299

Fax Number : +603-2783 9222

Email : [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com)

Contact Persons : Mr. Jake Too : +603-2783 9285 / Email : [Chee.Onn.Too@my.tricorglobal.com](mailto:Chee.Onn.Too@my.tricorglobal.com)

: Ms. Vivien Khoh : +603-2783 9091 / Email : [Vivien.Khoh@my.tricorglobal.com](mailto:Vivien.Khoh@my.tricorglobal.com)

: Mr. Alven Lai : +603-2783 9283 / Email : [Siew.Wai.Lai@my.tricorglobal.com](mailto:Siew.Wai.Lai@my.tricorglobal.com)