

Notification to Shareholders Twenty-Third Annual General Meeting ("23rd AGM" or "the Meeting")

Dear Valued Shareholders of TIME dotCom Berhad ("TIME" or "the Company"),

In view of the Coronavirus (COVID-19) pandemic and with the safety of the Company's shareholders, employees and Directors being of primary concern, the Board of Directors ("the Board") and Management decided that the 23rd AGM of the Company shall be conducted on a fully virtual and entirely via Remote Participation and Electronic Voting ("RPEV") facilities.

The Company will be using Boardroom Share Registrars Sdn Bhd's LUMI AGM solution which is available at <u>https://web.lumiagm.com</u> or you may download the free "Lumi AGM" app from the Apple App Store or Google Play Store. We strongly encourage our shareholders to leverage on this RPEV facilities in accordance with the procedures as set out in the Administrative Details enclosed herewith.

It is our pleasure to invite you to participate virtually in the forthcoming 23rd AGM of TIME which will be held as follows:

Date	:	Tuesday, 25 August 2020	
Time	:	10.00 a.m.	
Broadcast Venue	:	: TIME dotCom Berhad	
	Meeting Room 3A, Level 3,		
	No. 14, Jalan Majistret U1/26,		
		HICOM Glenmarie Industrial Park,	
		40150 Shah Alam,	
		Selangor Darul Ehsan, Malaysia	

The main and only venue of the fully virtual Meeting as indicated above is strictly to serve as the broadcast venue where the Chairman of the Meeting is physically present and no shareholders/proxies shall be physically present at the broadcast venue. The Meeting will be in compliance with Section 327(2) of the Companies Act 2016 and Rule 59(4) of the Company's Constitution which provides that the main venue of the AGM shall be in Malaysia and the Chairman must be present at the main venue of the AGM. The electronic means of conducting the AGM on a fully virtual basis will facilitate and enable all shareholders to participate fully in the proceedings by audio and/or video capabilities without the need to be physically present at the Meeting venue, which is advantageous given the current circumstances relating to Covid-19 and best health practices.

We are pleased to provide you with the following documents for your kind attention:

- 1. Notice of the 23rd AGM;
- 2. Administrative Details;
- 3. Request Form for printed copy of Annual Report 2019; and
- 4. Form of Proxy (to be completed by shareholders whose names appear in the Record of Depositors of Bursa Malaysia Securities Berhad as at 17 August 2020).

You may also download the above documents, Annual Report 2019 and Corporate Governance Report 2019 from our website at https://time.com.my/investor-relations.

Notification to Shareholders Twenty-Third Annual General Meeting ("23rd AGM" or "the Meeting")

If you wish to receive a printed copy of the Annual Report 2019, please send the completed Request Form to Mega Corporate Services Sdn Bhd or contact the following persons for assistance/clarification:-

Mega Corporate Services Sdn. Bhd.

Helpdesk	: +603-26924271
Fax Number	: +603-27325388
Email	: Info@megacorp.com.my/sharereg@megacorp.com.my
Contact persons	: Encik Sazali Bin Muda ext. 359 (<u>sazali@megacorp.com.my</u>)
	Ms Vinoo ext. 357 (<u>vinoo@megacorp.com.my</u>)
	Ms Jeyatharaanni ext. 356 (<u>jeyaſdmegacorp.com.my</u>)

BY ORDER OF THE BOARD MISNI ARYANI MUHAMAD

(LS 0009413) (SSM PC No.: 202008000300) Secretary

27 July 2020 Selangor Darul Ehsan

NOTICE IS HEREBY GIVEN THAT the 23rd Annual General Meeting (AGM) of the Company will be held fully virtual at the broadcast venue at TIME dotCom Berhad, Meeting Room 3A, Level 3, No. 14, Jalan Majistret U1/26, HICOM Glenmarie Industrial Park, 40150 Shah Alam, Selangor Darul Ehsan, Malaysia on Tuesday, 25 August 2020 at 10.00 a.m. for the purpose of transacting the following businesses:-

AGENDA

2.

1. To receive the Audited Financial Statements for the year ended 31 December 2019 together with the Reports of the Directors and Auditors thereon. **Please refer to Note A**.

To re-elect the following Directors retiring in accordance with Rule 103 of the Company's Constitution

As Ordinary Business:-

	and, who being eligible, have offered themselves for re-election:-	
	i) Elakumari Kantilal ii) Ronnie Kok Lai Huat iii) Afzal Abdul Rahim	Resolution 1 Resolution 2 Resolution 3
3.	To re-elect Koh Cha-Ly who retires in accordance with Rule 107 of the Company's Constitution and, who being eligible, offers herself for re-election.	Resolution 4
4.	To re-appoint Messrs KPMG PLT as Auditors and to authorise the Directors to fix their remuneration.	Resolution 5
As S	Special Business:-	
To c	onsider and if thought fit, pass the following Resolutions:-	
5.	Ordinary Resolution – Authority to Allot Shares Pursuant to Sections 75 and 76 of the Companies Act, 2016	Resolution 6
	"THAT subject always to the Companies Act, 2016 and the Constitution of the Company, the Directors be and are hereby empowered, pursuant to Sections 75 and 76 of the Companies Act, 2016, to allot shares in the Company from time to time 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 10% of the issued share capital of the Company for the time being and that such authority shall continue in force until the conclusion of the next AGM; and FURTHER THAT the Directors be and are hereby empowered to obtain the approval for the listing and quotation for the additional shares so issued on Bursa Malaysia Securities Berhad."	
6.	Ordinary Resolution – Authority for Ronnie Kok Lai Huat to continue in office as Independent Non- Executive Director	Resolution 7
	"THAT authority be and is hereby given to Ronnie Kok Lai Huat who has served as Senior Independent Non-Executive Director of the Company for a cumulative term of more than 12 years to continue to act as	

"THAT authority be and is hereby given to Ronnie Kok Lai Huat who has served as Senior Independent Non-Executive Director of the Company for a cumulative term of more than 12 years to continue to act as the Senior Independent Non-Executive Director of the Company until the conclusion of the next Annual General Meeting of the Company."

7.	Ordinary Resolution – Directors' Fees	Resolution 8
	"THAT the Directors' fees of up to RM984,000 from the day after the 23 rd AGM until the conclusion of the next AGM of the Company be hereby approved."	
8.	Ordinary Resolution – Proposed payment of Directors' Benefits to the Non-Executive Directors	Resolution 9
	"THAT approval be and is hereby given for the payment of Directors' Benefits which include Meeting allowance, medical and hospitalisation coverage and other claimable benefits incurred from the day after the 23 rd AGM until the conclusion of the next AGM of the Company."	
9.	To transact any other business of which due notice shall have been given in accordance with the Companies Act, 2016.	

BY ORDER OF THE BOARD

MISNI ARYANI MUHAMAD (LS 0009413) (SSM PC No.: 202008000300) Secretary

27 July 2020 Selangor Darul Ehsan

Note A:-

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 shareholders and hence is not put forward for voting.

Notes:-

- In view of the Coronavirus (COVID-19) pandemic and with the safety of the Company's shareholders, employees and Directors being of primary concern, the Board of Directors ("the Board") and Management decided that the 23rd AGM of the Company shall be conducted on a fully virtual and entirely via Remote Participation and Electronic Voting facilities which are available on the Company's Poll Administrator website at <u>https://web.lumiagm.com</u>. Please follow the procedures provided in the Administrative Details for the 23rd AGM in order to register, participate and vote remotely.
- 2. The main and only venue of the 23rd AGM is the broadcast venue which is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 and Rule 59(4) of the Company's Constitution that require the Chairman of the Meeting to be present at the main venue of the Meeting. **Shareholders/proxies/corporate representatives should not be physically present** nor will they be admitted at the broadcast venue on the day of the 23rd AGM.
- 3. A member who is not able to participate in this fully virtual AGM is encouraged to appoint the Chairman of the Meeting as his/ her proxy and indicate the voting instruction in the instrument appointing a proxy.
- 4. For the purpose of determining a member who shall be entitled to virtually attend this AGM, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd to issue a General Meeting Record of Depository as at 17 August 2020. Only a depositor whose name appears on the Record of Depositors as at 17 August 2020 shall be entitled to attend the 23rd AGM or appoint a proxy(ies) to participate and vote on his/her behalf by returning the proxy form, in accordance with the Administrative Details.
- 5. A member entitled to virtually attend and vote at the above Meeting of the Company is entitled to appoint a proxy/proxies to attend and vote in his stead, in accordance with the Administrative Details. A proxy may but need not be a member of the Company.
- 6. Where a member appoints two (2) proxies, the appointments shall be invalid unless the proportion of holding to be represented by each proxy is specified.
- 7. The instrument of proxy shall be in writing and signed by the appointor or by his attorney and in the case of a corporation, either under its common seal or signed by its attorney or officer on behalf of the corporation.
- 8. Where a member of the Company is an authorised nominee as defined in accordance with the Securities Industry (Central Depositories) Act, 1991, it may appoint up to 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.
- 9. 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"), 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 appointment of two (2) or more proxies in respect of any particular Omnibus Account shall be invalid unless the exempt authorised nominee specifies the proportion of its shareholding to be represented by each proxy.

10. The instrument appointing a proxy or other authority, if any, under which it is signed or a notarially certified copy of that power or authority shall be deposited at the office of the Company's Poll Administrator, **Boardroom Share Registrars Sdn Bhd at 11th Floor, Menara Symphony, No. 5 Jalan Professor Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan or** via electronic means at <u>https://boardroomlimited.my</u> not less than forty-eight (48) hours before the time of holding the 23rd AGM, i.e. latest by Sunday, 23 August 2020 at 10.00 a.m. and in default the instrument of proxy shall not be treated as valid.

Explanatory Note on Special Business:-

Resolution 6

The Ordinary Resolution 6 is proposed for the purpose of granting a renewed general mandate for the allotment of shares in the Company pursuant to Sections 75 and 76 of the Companies Act, 2016.

There was no issuance of shares pursuant to Sections 75 and 76 of the Companies Act, 2016 under the general mandate which was obtained at the 22nd AGM held on 14 June 2019 and the said mandate will expire at the conclusion of the forthcoming 23rd AGM.

The Ordinary Resolution 6, if passed at the 23rd AGM, will give authority to the Directors of the Company to issue and allot shares at any time without convening a general Meeting, in order to avoid any delay and cost involved in convening one. The authorisation so granted, is valid from the date of the 23rd AGM, and unless revoked or varied by the Company at a general Meeting, will expire at the conclusion of the next AGM of the Company.

The general mandate if renewed at the 23rd AGM, will provide the Company the flexibility to raise funds for funding future investment project(s), working capital and/or acquisition(s).

Resolution 7

The Ordinary Resolution 7 is proposed to authorise the continuity of Ronnie Kok Lai Huat as Independent Non-Executive Director of the Company.

Ronnie Kok completed his 12-year tenure as Independent Non-Executive Director on 31 January 2020. The Board has, vide the Nomination and Remuneration Committee, conducted a rigorous assessment of independence and is of the opinion that Ronnie Kok has met the independence guidelines as set out in Chapter 1 of Bursa Malaysia Securities Berhad's Main Market Listing Requirements and therefore is able to bring independent and objective judgment to the Board. His long tenure has given him indepth knowledge of the business of the Group, the challenges facing it coupled with his own personal work experience, he is able to provide valuable contribution to the Group's business.

He has shown strong commitment, integrity and always acted professionally in discharging his duties as an Independent Non-Executive Director of the Company without being subject to influence of Management. He also has, at all times, exercised due care during his tenure as an Independent Non-Executive Director of the Company and carried out his duties in an ethical and businesslike manner and advocated professional views without fear or favour, in the best interest of the Company and shareholders. He challenges Management in an effective and constructive manner, providing a check and balance in Board proceedings. He actively participates in Board discussions and provides an independent voice on the Board. He has not established or maintained any significant personal or social relationship, whether direct or indirect with the executive directors or substantial shareholders and/or persons connected to them other than the normal engagements and interactions on professional level consistent with his duties and expected of him to carry out his duties as Independent Non-Executive Director. Additionally, he has vigilantly safeguarded the interests of the Company's minority shareholders.

Resolution 8

The amount of Directors' fees of RM984,000 under proposed Resolution 8 is for the payment of fees for the existing Non-Executive Directors for the period from the day after the 23rd AGM until the conclusion of the next AGM of the Company and to cater for appointment of a new director.

Resolution 9

The Directors' Benefits comprises the allowances and other emoluments payable to the Non-Executive Directors, details of which are as follows:-

- (a) Meeting attendance allowance for each director is RM5,000 per Meeting.
- (b) Other Benefits Medical and hospitalisation coverage and other claimable benefits.

If the proposed Resolution 9 is passed by the shareholders at the 23rd AGM, payment of benefits incurred by the Directors from the day after the 23rd AGM until the conclusion of the Company's next AGM will be paid by the Company, as and when incurred.

Administrative Details for the 23rd Annual General Meeting ("23rd AGM" or "the Meeting")

Meeting day and date	: Tuesday, 25 August 2020
Meeting platform	: <u>https://web.lumiagm.com</u>
Registration	: Virtual Meeting via Remote Participation and Electronic Voting ("RPEV") facilities
Time	: 10.00 a.m.
Broadcast venue	: TIME dotCom Berhad Meeting Room 3A, Level 3, No. 14, Jalan Majistret U1/26, HICOM Glenmarie Industrial Park, 40150 Shah Alam, Selangor Darul Ehsan, Malaysia
Mode of Communication	: Shareholders may:-
	(i) Submit questions prior to the 23 rd AGM by emailing to <u>investor.relations@time.com.my</u> no later than Friday, 21 August 2020 at 10.00 a.m.; or

(ii) Pose questions during live streaming <u>https://web.lumiagm.com</u>.

1. Virtual Meeting

- 1.1 In view of the Coronavirus (COVID-19) pandemic and with the safety of the Company's shareholders, employees and Directors being of primary concern, the Board of Directors ("the Board") and Management decided that the 23rd AGM of the Company shall be conducted on a fully virtual and entirely via RPEV facilities.
- 1.2 The main and only venue of the 23rd AGM is the broadcast venue which is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 and Rule 59(4) of the Company's Constitution that requires the Chairman of the Meeting to be present at the main venue of the Meeting. Shareholders/proxies/corporate representatives should not be physically present nor will they be admitted at the broadcast venue on the day of the 23rd AGM.

Shareholders can participate in our full virtual AGM by registering online via the BoardRoom Smart Investor Portal at <u>https://boardroomlimited.my</u>.

- 1.3 With the RPEV facilities, you may exercise your right as a shareholder of the Company to participate (and pose questions to the Board and Management of the Company) and to vote at the 23rd AGM, safely from your home.
- 1.4 Kindly ensure the stability of your internet connectivity throughout the AGM is maintained as quality of the live webcast and online remote voting are dependent on the bandwidth and stability of the internet connection.

2. Entitlement to Participate and Vote

Only a depositor whose name appears on the Record of Depositors as at 17 August 2020 shall be entitled to attend the 23rd AGM or appoint a proxy(ies) to participate and vote on his/her behalf by returning the proxy form.

Administrative Details for the 23rd Annual General Meeting ("23rd AGM" or "the Meeting")

3. Lodgement of Proxy Form

- 3.1 If you are unable to attend the AGM via RPEV facilities and wish to appoint the Chairman of the Meeting as your proxy to vote on your behalf, please deposit your proxy form at the office of the Company's Poll Administrator, Boardroom Share Registrars Sdn Bhd ("BoardRoom") at 11th Floor, Menara Symphony, No. 5 Jalan Professor Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan not less than forty-eight [48] hours before the time of holding the 23rd AGM, i.e. latest by Sunday, 23 August 2020 at 10.00 a.m. Any alteration to the Form of Proxy must be initialled.
- 3.2 Alternatively, the proxy appointment may also be lodged electronically at https://boardroomlimited.my which is free and available to all individual shareholders, not less than forty-eight (48) hours before the time of holding the 23rd AGM, i.e. latest by Sunday, 23 August 2020 at 10.00 a.m. For further information, kindly refer to the "Electronic Lodgement of Form of Proxy" below.

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 on eProxy Lodgement.]

- a. Access website https://boardroomlimited.my
- b. Click <<Login>> and click <<Register>> to sign up as a user.
- c. Complete the registration and upload a softcopy of your MyKad/Identification Card (front and back) or Passport.
- d. Please enter a valid email address and wait for BoardRoom's email verification.
- e. Your registration will be verified and approved within one (1) business day and an email notification will be provided.

Step 2 eProxy Lodgement

- a. Access website <u>https://boardroomlimited.my</u>
- b. Login with your User ID and Password given above.
- c. Go to "E-PROXY LODGEMENT" and browse the Meeting List for "TIME DOTCOM BERHAD 23RD VIRTUAL AGM" and click "APPLY".
- d. Read the terms & conditions and confirm the Declaration.
- e. Enter your CDS Account Number and indicate the number of securities.
- f. Appoint your proxy(ies) or the Chairman of the Meeting and enter the required particulars for your proxy(ies).
- g. Indicate your voting instructions FOR or AGAINST, otherwise your proxy(ies) will decide your votes.
- h. Review and confirm your proxy(ies) appointment.
- i. Click submit.
- 3.3 If you wish to participate in the Meeting yourself, please do not submit any proxy form for the Meeting. You will not be allowed to participate in the Meeting together with a proxy appointed by you.

4. Revocation of Proxy

If you have submitted your Proxy Form prior to the AGM and subsequently decide to appoint another person or wish to participate in the Meeting yourself, please write in to <u>BSR.Helpdesk@boardroomlimited.com</u> to revoke the earlier appointed proxy(ies) at least forty-eight (48) hours before the AGM. On revocation, your proxy(ies) will not be allowed to participate in the Meeting. In such event, you should advise your proxy(ies) accordingly.

Administrative Details for the 23rd Annual General Meeting ("23rd AGM" or "the Meeting")

5. Voting Procedures

5.1 The voting will be conducted by poll in accordance with Paragraph 8.29A of Bursa Malaysia Securities Berhad's Main Market Listing Requirements. The Company has appointed BoardRoom as the Poll Administrator to conduct the poll by way of electronic voting (e-Voting) and Scrutineer Solutions Sdn Bhd as Scrutineer to verify the poll results.

Members and proxies are required to use one (1) of the following methods to vote remotely:

- (i) Download Lumi AGM App (free of charge) onto your personal voting device prior to the Meeting from Apple App Store or Google Play Store; or
- (ii) Launch Lumi AGM by scanning the QR code given to you in the email along with your remote participation User ID and Password; or
- (iii) Access to Lumi AGM via website URL <u>https://web.lumiagm.com</u>.
- 5.2 During the AGM, the Chairman will invite the Poll Administrator to brief on the e-Voting housekeeping rules.
- 5.3 For the purpose of this AGM, e-Voting can be carried out by using either personal smart mobile phones, tablets, personal computers or laptops.
- 5.4 The polling will only commence after announcement of poll being opened by the Chairman and until such time when the Chairman announces the closure of poll.
- 5.5 The Scrutineer will verify the poll result reports upon closing of the poll session by the Chairman. Thereafter, the Chairman will announce and declare whether the resolutions put to vote were successfully carried or not.

6. Remote Participation and Electronic Voting (RPEV)

- 6.1 Please note that all members including (i) individual members; (ii) corporate shareholders; (iii) authorised nominees; and (iv) exempt authorised nominees shall use the RPEV facilities to participate and vote remotely at the AGM.
- 6.2 If you wish to participate in the Meeting, you will be able to view a live webcast of the Meeting, ask questions and submit your votes in real time whilst the Meeting is in progress.
- 6.3 Kindly follow the steps below to request for your login ID and password and usage of the RPEV facilities:

Before the day of the AGM			
Procedure Action		Action	
i.	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 [ii]] - Submit request for remote participation.] a. Access website https://boardroomlimited.my b. Click <<login>> and click <<register>> to sign up as a user.</register></login> c. Complete the registration and upload a softcopy of your MyKad/Identification Card (front and back) or Passport. d. Please enter a valid email address and wait for BoardRoom's email verification. e. Your registration will be verified and approved within one (1) business day and an email notification will be provided. 	

Administrative Details

for the 23rd Annual General Meeting ("23rd AGM" or "the Meeting")

Before the day of the AGM			
Proc	edure	Action	
ii.	Submit Request for Remote Participation (User ID and Password)	[Note: Registration for remote access will be opened on 27 July 2020. Please note that the closing time to submit your request is not less than forty-eight (48) hours before the time of holding the 23 rd AGM, i.e. latest by Sunday, 23 August 2020 at 10.00 a.m.]	
		 Individual Members a. Login to <u>https://boardroomlimited.my</u> using your user ID and password. b. Select "VIRTUAL MEETING" from main menu and select the correct Corporate Event "TIME DOTCOM BERHAD 23RD VIRTUAL AGM". c. Read and agree to the Terms & Conditions. d. Enter your CDS Account and thereafter submit your request. 	
		 Corporate Shareholders a. Write in to <u>BSR.Helpdesk@boardroomlimited.com</u> 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. b. Please provide a copy of Corporate Representative's MyKad/Identification Card (front and back) or Passport as well as his/her email address. 	
		 Authorised Nominee and Exempt Authorised Nominee a. Write in to <u>BSR.Helpdesk@boardroomlimited.com</u> by providing the name of Member, CDS Account Number accompanied with the Form of Proxy to submit the request. b. Please provide a copy of the proxy holder's MyKad/Identification Card (front and back) or Passport as well as his/her email address. 	
iii.	Email Notification	 a. You will receive notification from BoardRoom that your request(s) has been received and is being verified. b. Upon system verification against the General Meeting Record of Depositories as at 17 August 2020, you will receive an email from BoardRoom either approving or rejecting your registration for remote participation. c. If your registration is approved, you will also receive your remote access user ID and password in the same email from BoardRoom. d. Please note that the closing date and time to submit your request is by Sunday, 23 August 2020 at 10.00 a.m. 	
On th	e day of the AGM		
Procedure		Action	
iv.	Login to Virtual Meeting Platform	 a. The Virtual Meeting portal will be opened for login one (1) hour before the commencement of the AGM at 9.00 a.m. on 25 August 2020. b. The Meeting Platform can be accessed via one of the following methods:- Download the free Lumi AGM application from Apple App Store or Google Play Store; Launch Lumi AGM by scanning the QR Code provided in the email notification; Access to Lumi AGM webportal via website at <u>https://web.lumiagm.com</u> c. Insert the Meeting ID No. and sign in with the user ID and password provided to you via the email notification in Step (iii). 	

Administrative Details

for the 23rd Annual General Meeting ("23rd AGM" or "the Meeting")

On the day of the AGM			
Procedure Action		Action	
V.	Participate	 [Note: Questions submitted online will be moderated before being sent to the Chairman to avoid repetition.] a. If you would like to view the live webcast, select the broadcast icon. b. If you would like to ask a question during the AGM, select the messaging icon. c. Type your message within the chat box, once completed click the send button. 	
vi.	Voting	 a. Once the Meeting is opened for voting, the polling icon will appear with the resolutions and your voting choices. b. To vote, simply select your voting direction from the options provided. A confirmation message will appear to show your vote has been received. c. To change your vote, simply select another voting direction. d. If you wish to cancel your vote, please press "Cancel". 	
vii.	End of Participation	 a. Upon the announcement by the Chairman on the closure of the AGM, the live webcast will end and the messaging window will be disabled. b. You can now logout from the Meeting Platform. 	

7. Gift Policy

There will be **NO DISTRIBUTION** of door gifts or vouchers for shareholders/proxies who participate at this virtual AGM.

8. Recording or Photography

No recording or photography of the AGM proceedings is allowed without the prior written permission of the Company.

9. Annual Report and Corporate Governance Report 2019 – GO DIGITAL & PAPERLESS

The Annual Report and Corporate Governance Report 2019 may be downloaded at <u>https://time.com.my/investor-relations</u> and Bursa Malaysia Securities Berhad's website.

10. Enquiries

If you have any enquiries prior to the AGM or if you wish to request for technical assistance to participate in the fully virtual Meeting, please contact BoardRoom during office hours from Monday to Friday (8.30 a.m. to 5.30. p.m.), details as follows:-

Boardroom Share Registrars Sdn. Bhd. Address : 11th Floor, Menara Symphony No. 5 Jalan Professor Khoo Kay Kim Seksyen 13 46200 Petaling Jaya Selangor Darul Ehsan Malaysia General Line : 603-7890 4700 (Helpdesk) Fax Number : 603-7890 4670 Email : <u>BSR.Helpdesk@boardroomlimited.com</u>

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FORM OF PROXY

No. of share CDS	S Account No.
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I/We,

____Identification/Company No._

(Full Name as per NRIC/Certificate of Incorporation in Capital letters)

	•
n	t.

(Full Address)

Email address

being a member/members of TIME dotCom Berhad hereby appoint the following person(s):-

Full Name (in CAPITAL Letters):	NRIC/Passport No.:	Proportion of shareholding to be represented by the proxy/proxies:			
		No. of Shares	%		
Address:					
Tel. No.:					
Email Address:					
*and/or					
Full Name (in CAPITAL Letters): NRIC/Passport No.: Proportion of shareholding to be represented by the proxy/proxies:					
		No. of Shares	%		
Address:					
Tel. No.:					

Email Address:

or failing him/her, the Chairman of the Meeting as my/our proxy to vote for me/us and on my/our behalf at the 23rd Annual General Meeting of the Company to be held fully virtual at the broadcast venue at **TIME dotCom Berhad**, **Meeting Room 3A**, **Level 3**, **No. 14**, **Jalan Majistret U1/26**, **HICOM Glenmarie Industrial Park**, **40150 Shah Alam**, **Selangor Darul Ehsan**, **Malaysia** on **Tuesday**, **25 August 2020** at **10.00 a.m.** and at any adjournment thereof.

You may indicate with an "X" or "V" in the boxes provided below how you wish your votes to be cast. Please note that the filling of this form is subject to the below stated voting instruction, my/our proxy/proxies may vote or abstain from voting any resolutions as he/she/ they may think fit.

Please take further note that the Company shall accept the vote cast by your proxy as a valid vote whether or not your proxy has acted in accordance with your instructions.

No.	Resolution	For	Against
1	Re-election of Elakumari Kantilal as Director		
2	Re-election of Ronnie Kok Lai Huat as Director		
3	Re-election of Afzal Abdul Rahim as Director		
4	Re-election of Koh Cha-Ly as Director		
5	Re-appointment of Messrs KPMG PLT as Auditors		
6	Authority to Allot Shares Pursuant to Sections 75 and 76 of the Companies Act, 2016		
7	Authority for Ronnie Kok Lai Huat to continue in office as Independent Non-Executive Director		
8	Directors' Fees of up to RM984,000		
9	Proposed payment of Directors' Benefits to the Non-Executive Directors		

Signed this day of 2020.

NOTES :-

- 1. In view of the Coronavirus (COVID-19) pandemic and with the safety of the Company's shareholders, employees and Directors being of primary concern, the Board of Directors ("the Board") and Management decided that the 23rd AGM of the Company shall be conducted on a fully virtual and entirely via Remote Participation and Electronic Voting facilities which are available on the Company's Poll Administrator website at https://web.lumiagm.com. Please follow the procedures provided in the Administrative Details for the 23rd AGM in order to register, participate and vote remotely.
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- 4. For the purpose of determining a member who shall be entitled to virtually attend this AGM, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd to issue a General Meeting Record of Depository as at 17 August 2020. Only a depositor whose name appears on the Record of Depositors as at 17 August 2020 shall be entitled to attend the 23rd AGM or appoint a proxy(ies) to participate and vote on his/her behalf by returning the proxy form, in accordance with the Administrative Details.
- 5. A member entitled to virtually attend and vote at the above Meeting of the Company is entitled to appoint a proxy/proxies to attend and vote in his stead, in accordance with the Administrative Details. A proxy may but need not be a member of the Company.
- 6. Where a member appoints two (2) proxies, the appointments shall be invalid unless the proportion of holding to be represented by each proxy is specified.

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Boardroom Share Registrars Sdn Bhd

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

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- 7. The instrument of proxy shall be in writing and signed by the appointor or by his attorney and in the case of a corporation, either under its common seal or signed by its attorney or officer on behalf of the corporation.
- 8. Where a member of the Company is an authorised nominee as defined in accordance with the Securities Industry (Central Depositories) Act, 1991, it may appoint up to 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.
- 9. 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"), 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 appointment of two (2) or more proxies in respect of any particular Omnibus Account shall be invalid unless the exempt authorised nominee specifies the proportion of its shareholding to be represented by each proxy.
- 10. The instrument appointing a proxy or other authority, if any, under which it is signed or a notarially certified copy of that power or authority shall be deposited at the office of the Company's Poll Administrator, Boardroom Share Registrars Sdn Bhd at 11th Floor, Menara Symphony, No. 5 Jalan Professor Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan or via electronic means at https://boardroomlimited.my not less than forty-eight (48) hours before the time of holding the 23rd AGM, i.e. latest by Sunday, 23 August 2020 at 10.00 a.m. and in default the instrument of proxy shall not be treated as valid.

ANNUAL REPORT REQUISITION FORM



Dear Shareholder,

Thank you for your continuous support of the Company. We are pleased to inform you that the printed copy of TIME dotCom Berhad's 2019 Annual Report is available upon request.

Should you require a printed copy, kindly complete this form and return it by mail/hand or fax it to +60-3-2732 5388.

It will be forwarded to you within four (4) market days from the date of receipt of this request.

Full Name	:
IC No. / Company No.	:
Mailing Address	:
Signature of Shareholder	:
Date	:

For information relating to the 2019 Annual Report of the Company, kindly contact the following:-

- Encik Sazali Bin Muda
- Ms. Vinoo
- Ms. Jeyatharaanni

Address

Mega Corporate Services Sdn Bhd Level 15-2, Bangunan Faber Imperial Court, Jalan Sultan Ismail 50250 Kuala Lumpur, Malaysia

Helpdesk +60-3-2692 4271 ext. 359 (Encik Sazali Bin Muda) ext. 357 (Ms. Vinoo) ext. 356 (Ms. Jeyatharaanni)

Facsimile +60-3-2732 5388

Email

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AFFIX POSTAGE HERE

Mega Corporate Services Sdn Bhd

Level 15-2, Bangunan Faber Imperial Court, Jalan Sultan Ismail 50250 Kuala Lumpur, Malaysia

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