

NOTICE IS HEREBY GIVEN THAT the Tenth Annual General Meeting of PECCA GROUP BERHAD will be held at Greens II, Main Wing, Level 1, Tropicana Golf & Country Resorts, Jalan Kelab Tropicana, 47410 Petaling Jaya, Selangor, on Friday, 27 November 2020 at 9.30 a.m. for the following purposes:-

A G E N D A

As Ordinary Business

- To receive the Audited Financial Statements for the financial year ended 30 June 2020 together with the Reports of the Directors and Auditors thereon. **(Please refer to Note 1 of the Explanatory Notes)**
Ordinary Resolution 1
- To approve the payment of Directors' fees of up to RM380,000.00 and benefits payable to the Directors of the Company and its subsidiary of up to RM41,000.00 from 1 July 2020 until the conclusion of the next Annual General Meeting of the Company. **Ordinary Resolution 2**
- To re-elect Datin Sam Yin Thing who is to retire pursuant to Clause 97 of the Company's Constitution and being eligible, has offered herself for re-election. **Ordinary Resolution 3**
- To re-elect Chew Kian Seng who is to retire pursuant to Clause 105 of the Company's Constitution and being eligible, has offered himself for re-election. **Ordinary Resolution 4**
- To re-elect Leong Chee Tong who is to retire pursuant to Clause 105 of the Company's Constitution and being eligible, has offered himself for re-election. **Ordinary Resolution 5**
- To re-elect Teoh Zi Yi who is to retire pursuant to Clause 105 of the Company's Constitution and being eligible, has offered himself for re-election. **Ordinary Resolution 6**
- To re-elect Teoh Zi Yuen who is to retire pursuant to Clause 105 of the Company's Constitution and being eligible, has offered herself for re-election. **Ordinary Resolution 7**
- To re-appoint KPMG PLT as Auditors of the Company and to authorise the Directors to fix their remuneration. **Ordinary Resolution 7**

As Special Business

To consider and, if thought fit, to pass the following resolutions:-

- Proposed Renewal of Authority under Section 76 of the Companies Act 2016 ("the Act") for the Directors to allot and issue shares** **Ordinary Resolution 8**
"THAT pursuant to Section 76 of the Act, the Directors be and are hereby authorised to allot and issue shares in the share capital of the Company at any time until the conclusion of the next Annual General Meeting 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 to be issued does not exceed ten per centum (10%) of the total number of issued shares of the Company for the time being, subject always to the approval of all relevant regulatory bodies being obtained for such allotment and issue"
- Proposed Renewal of Authority to the Company to Purchase its own Ordinary Shares ("Proposed Renewal of Share Buy-Back Authority")** **Ordinary Resolution 9**
"THAT subject to the Act, the Constitution of the Company, the Main Market Listing Requirements of Bursa Malaysia Securities Berhad ("Bursa Securities") and any other relevant authority or approval for the time being in force or as may be amended from time to time, the Directors of the Company be and are hereby authorised to utilise an amount not exceeding the audited retained profits of the Company to purchase such amount of ordinary 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, necessary and expedient in the interest of the Company, provided that:-
 - the aggregate number of ordinary shares which may be purchased and/or held by the Company as treasury shares shall not exceed ten per centum (10%) of the total number of issued shares of the Company at any point in time of the said purchase(s);
 - the maximum funds to be allocated by the Company for the purpose of purchasing its ordinary shares shall not exceed the total retained earnings of the Company at the time of purchase; and
 - the authority conferred by this resolution shall continue to be in force until:-
 - the conclusion of the next Annual General Meeting ("AGM") of the Company following the general meeting at which such resolution was passed at which time the said authority shall lapse unless by an ordinary resolution passed at that meeting, the authority is renewed, either unconditionally or subject to conditions;
 - the expiration of the period within which the next AGM of the Company is required by law to be held; or
 - revoked or varied by ordinary resolution passed by the shareholders in general meeting,

whichever occurs first, but not so as to prejudice the completion of the purchase(s) by the Company before the aforesaid expiry date and in any event, in accordance with the provisions of the guidelines issued by Bursa Securities and/or any other relevant governmental and/or regulatory authorities (if any).

THAT upon completion of the purchase by the Company of its own ordinary shares, the Directors of the Company be and are hereby authorised to deal with the ordinary shares purchased in their absolute discretion as defined in Section 127 of the Act in the following manner:-

- cancel the ordinary shares so purchased; and/or
- retain the ordinary shares so purchased in treasury for distribution as dividend to the shareholders and/or resell on the market of Bursa Securities; and/or
- retain part thereof as treasury shares and cancel the remainder.

AND THAT the Directors of the Company be and are hereby authorised to take all such steps as are necessary (including executing all such documents as may be required) and enter into any agreements, arrangements and guarantees with any party or parties to implement, finalise and give full effect to the Proposed Renewal of Share Buy-Back Authority with full powers to assent to any conditions, modifications, revaluations, variations and/or amendments (if any) as may be imposed by the relevant authorities from time to time or as the Directors may in their discretion deem necessary and to do all such acts and things as the said Directors may deem fit and expedient in the best interests of the Company."

- Proposed New Shareholders' Mandate for Recurrent Related Party Transactions of A Revenue or Trading Nature** **Ordinary Resolution 10**

"THAT subject always to the provisions of the Main Market Listing Requirements of the Bursa Securities Berhad, approval be and is hereby given to the Company and/or its subsidiary companies to give effect to the specific recurrent related party transactions of a revenue or trading nature with the Related Party as set out in Part B of the Circular to Shareholders dated 28 October 2020, provided that such arrangements and/or transactions are:

- recurrent transactions of a revenue or trading nature;
- necessary for the day-to-day operations;
- carried out on arm's length basis, in the ordinary course of business and on terms which are not more favourable to the related parties than those generally available to the public; and
- are not to the detriment of the minority shareholders.

THAT the authority conferred by this resolution shall commence immediately upon the passing of this resolution and shall continue to be in force until:

- the conclusion of the next Annual General Meeting of the Company at which time it will lapse, unless by a resolution passed by the shareholders of the Company in a general meeting;
 - the expiration of the period within which the next Annual General Meeting of the Company after that date is required to be held pursuant to Section 340(2) of the Act (but shall 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 a general meeting,
- whichever is the earlier.

AND THAT the Directors of the Company be and are hereby empowered and authorised to complete and to do all such acts, deeds and things as they may consider expedient or necessary or in the best interest of the Company to give effect to the New Proposal, with full power to assent to any condition, modification, variation and/or amendment (if any) as may be imposed or permitted by the relevant authorities."

- To transact any other business for which due notice shall have been given in accordance with the Act.

BY ORDER OF THE BOARD

TAI YIT CHAN (SSM PC No.: 202008001023) (MAICSA 7009143)
WONG WEI FONG (SSM PC No.: 201908001352) (MAICSA 7006751)

Company Secretaries

Selangor Darul Ehsan

Date: 28 October 2020

NOTES:-

- A member of the Company who is entitled to attend and vote at a meeting of the Company, or at a meeting of any class of members of the Company, shall be entitled to appoint not more than two (2) proxies to attend and vote in his stead at the meeting, and that a proxy may but need not be a member. There shall be no restriction as to the qualification of the proxy. Where a member appoints more than one (1) proxy, he shall specify the proportion of his holdings to be represented by each proxy, failing which the appointment shall be invalid. A proxy appointed to attend and vote at a meeting of the Company shall have the same rights as the member to speak at the meeting. However, if the appointer or representative attend and vote on a resolution, the proxy or attorney must not vote.
- Where a member of the Company is an authorised nominee as defined under the Central Depositories Act, it may appoint at least one (1) proxy in respect of each securities account it holds with ordinary shares of the Company standing to the credit of the said Securities Account.
- Where a member of the Company 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 instrument appointing a proxy shall be in writing under the hand of the Member or of his attorney duly authorised in writing or if the Member is a corporation, shall be executed under its common seal or under the hand of an officer or attorney duly authorised in writing. The instrument appointing a proxy shall be deemed to confer authority on the appointed proxy to demand or join in demanding a poll.
- The instrument appointing a proxy, and the power of attorney or other authority (if any) under which it is signed or a notationally certified copy thereof, shall be deposited at the Share Registrar's Office at 11th Floor, Menara Symphony, No. 5, Jalan Professor Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor, not less than 48 hours before the time set for holding the meeting or at any adjournment thereof.
- In respect of deposited securities, only members whose names appear on the Record of Depositors on 17 November 2020 (General Meeting Record of Depositors) shall be eligible to attend the meeting or appoint proxies to attend and/or vote on his behalf.
- Any Notice of Termination of Authority to act as Proxy must be received by the Company before the commencement of the meeting or at any adjournment thereof, failing which, the termination of the authority of a person to act as proxy will not affect the following in accordance with Section 338 of the Companies Act 2016:-
 - the constitution of the quorum at such meeting;
 - the validity of anything he did as chairman of such meeting;
 - the validity of a poll demanded by him at such meeting; or
 - the validity of the vote exercised by him at such meeting.
- Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Securities, all resolutions set out in the notice of the 10th AGM will be put to vote by way of poll. Poll Administrator and independent Scrutineers will be appointed by the Company to conduct the poll process and verify the results of the poll respectively.

EXPLANATORY NOTES:-

- To receive the Audited Financial Statements**
Agenda item no. 1 is meant for discussion only as the provision of Section 340 of the Act does not require a formal approval of shareholders for the Audited Financial Statements. Hence, this item of the Agenda is not put forward for voting.
- Ordinary Resolution 8 on Proposed Renewal of Authority under Section 76 of the Act for the Directors to allot and issue shares**
The Company had, during its Ninth Annual General Meeting held on 29 November 2019, obtained its shareholders' approval for the general mandate for issuance of shares. As at the date of this notice, the Company has not issued any shares pursuant to that mandate obtained.
The Ordinary Resolution 8 proposed under item 9 of the Agenda is a renewal of the general mandate for issuance of shares by the Company under Section 76 of the Act. The mandate, if passed, will provide flexibility for the Company and empower the Directors to allot and issue new shares speedily in the Company up to an amount not exceeding in total ten per centum (10%) of the number of issued shares of the Company for such purposes as the Directors consider would be in the interest of the Company. This would eliminate any delay arising from and cost involved in convening a general meeting to obtain approval of the shareholders for such issuance of shares. This authority, unless revoked or varied by the Company at a general meeting, will expire at the next Annual General Meeting of the Company.
This authority will provide flexibility to the Company for any possible fund raising activities, including but not limited to further placing of shares for purpose of funding investment project(s), working capital and/or acquisition(s).
- Ordinary Resolution 9 on Proposed Renewal of Share Buy-Back Authority**
The proposed Ordinary Resolution 9, if passed, will empower the Directors to purchase the Company's shares of up to ten per centum (10%) of the total number of issued shares of the Company at any point in time, by utilising the funds allocated which shall not exceed the total 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.
For further information on Ordinary Resolution 9, please refer to the Statement to Shareholders dated 28 October 2020 accompanying the Annual Report of the Company for the financial year ended 30 June 2020.
- Ordinary Resolution 10 on Proposed New Shareholders' Mandate for Recurrent Related Party Transactions of A Revenue or Trading Nature**
The proposed Ordinary Resolution, if passed, will enable the Company and/or its subsidiaries to enter into Recurrent Related Party Transactions, in accordance with paragraph 10.09 of the Main Market Listing Requirements of Bursa Securities, without the necessity to convene separate general meetings from time to time to seek shareholders' approval as and when such recurrent related party transactions occur. This would reduce substantial administrative time and expenses associated with the convening of such meetings without compromising the corporate objectives of the Group or affecting the business opportunities available to the Group. The shareholders' mandate is subject to renewal on an annual basis.
For further information on Ordinary Resolution 10, please refer to the Circular to Shareholders dated 28 October 2020.

Personal data privacy:

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the AGM and/or any adjournment thereof, a member of the Company (i) consents to the collection, use and disclosure of the member's personal data by the Company (or its agents) for the purpose of the processing and administration by the Company (or its agents) of proxies and representatives appointed for the AGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the AGM (including any adjournment thereof), and in order for the Company (or its agents) to comply with any applicable laws, listing rules, regulations and/or guidelines (collectively, the "Purposes"), (ii) warrants that where the member discloses the personal data of the member's proxy(ies) and/or representative(s) to the Company (or its agents), the member has obtained the prior consent of such proxy(ies) and/or representative(s) for the collection, use and disclosure by the Company (or its agents) of the personal data of such proxy(ies) and/or representative(s) for the Purposes, and (iii) agrees that the member will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the member's breach of warranty.



PECCA GROUP BERHAD
 [Registration No. 201001025617 (909531-D)]
 Incorporated in Malaysia

No. of ordinary shares held	CDS account no. of holder

PROXY FORM

I/We, _____
 (name of shareholder as per NRIC/Passport, in capital letters)

NRIC No./ Passport No./Company No. _____ of _____

(full address)

being a *member/members of PECCA GROUP BERHAD [201001025617 (909531-D)], hereby appoint * THE CHAIRMAN OF THE MEETING or failing him/ her

Full Name	NRIC No./Passport No.	Proportion of Shareholdings	
		No. of Shares	%
Address			

*And/ or (delete as appropriate)

Full Name	NRIC No./Passport No.	Proportion of Shareholdings	
		No. of Shares	%
Address			

as my/our proxy(ies) to vote for me/us on my/our behalf at the Tenth Annual General Meeting of the Company to be held at Greens II, Main Wing, Level 1, Tropicana Golf & Country Resorts, Jalan Kelab Tropicana, 47410 Petaling Jaya, Selangor, on Friday, 27 November 2020 at 9.30 a.m. or at any adjournment thereof.

* if you wish to appoint other person(s) to be your proxy/proxies, kindly delete the words “the Chairman of the Meeting or failing him/her” and insert the name(s) of the person(s) desired.

My/our proxy/proxies is/are to vote as indicated below.

Item No.	Agenda	Resolutions	For	Against
1.	To receive the Audited Financial Statements for the financial year ended 30 June 2020 together with the Reports of the Directors and Auditors thereon.			
2.	To approve the payment of Directors’ fees of up to RM380,000.00 and benefits payable to the Directors of the Company and its subsidiary of up to RM41,000.00 from 1 July 2020 until the conclusion of the next Annual General Meeting of the Company.	Ordinary Resolution 1		
3.	To re-elect Datin Sam Yin Thing who is to retire pursuant to Clause 97 of the Company’s Constitution and being eligible, has offered herself for re-election.	Ordinary Resolution 2		
4.	To re-elect Chew Kian Seng who is to retire pursuant to Clause 105 of the Company’s Constitution and being eligible, has offered himself for re-election.	Ordinary Resolution 3		
5.	To re-elect Leong Chee Tong who is to retire pursuant to Clause 105 of the Company’s Constitution and being eligible, has offered himself for re-election.	Ordinary Resolution 4		
6.	To re-elect Teoh Zi Yi who is to retire pursuant to Clause 105 of the Company’s Constitution and being eligible, has offered himself for re-election.	Ordinary Resolution 5		
7.	To re-elect Teoh Zi Yuen who is to retire pursuant to Clause 105 of the Company’s Constitution and being eligible, has offered herself for re-election.	Ordinary Resolution 6		
8.	To re-appoint KPMG PLT as Auditors of the Company and to authorise the Directors to fix their remuneration.	Ordinary Resolution 7		
Special Business				
9.	Proposed Renewal of Authority under Section 76 of the Companies Act 2016 for the Directors to allot and issue shares.	Ordinary Resolution 8		
10.	Proposed Renewal of Share Buy-Back Authority.	Ordinary Resolution 9		
11.	Proposed New Shareholders’ Mandate for Recurrent Related Party Transactions of A Revenue or Trading Nature.	Ordinary Resolution 10		

(Please indicate with an “X” in the appropriate box against the resolutions on how you wish your proxy to vote. The proxy is to vote on the resolutions set out in the Notice of Meeting as you have indicated. If no specific instruction as to voting is given, this form will be taken to authorise the proxy to vote at his/ her discretion.)

.....
 Signature/Common Seal of Shareholder

Number of shares held:
 Date:

For appointment of two proxies, percentage of shareholdings to be represented by the proxies:		
	No. of shares	Percentage
Proxy 1		%
Proxy 2		%
Total		100%



NOTES:-

1. A member of the Company who is entitled to attend and vote at a meeting of the Company, or at a meeting of any class of members of the Company, shall be entitled to appoint not more than two (2) proxies to attend and vote in his stead at the meeting, and that a proxy may but need not be a member. There shall be no restriction as to the qualification of the proxy. Where a member appoints more than one (1) proxy, he shall specify the proportion of his holdings to be represented by each proxy, failing which the appointment shall be invalid. A proxy appointed to attend and vote at a meeting of the Company shall have the same rights as the member to speak at the meeting. However, if the appointer or representative attend and vote on a resolution, the proxy or attorney must not vote.
2. Where a member of the Company is an authorised nominee as defined under the Central Depositories Act, it may appoint at least one (1) proxy in respect of each securities account it holds with ordinary shares of the Company standing to the credit of the said Securities Account.
3. Where a member of the Company 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.
4. The instrument appointing a proxy shall be in writing under the hand of the Member or of his attorney duly authorised in writing or if the Member is a corporation, shall be executed under its common seal or under the hand of an officer or attorney duly authorised in writing. The instrument appointing a proxy shall be deemed to confer authority on the appointed proxy to demand or join in demanding a poll.
5. The instrument appointing a proxy, and the power of attorney or other authority (if any) under which it is signed or a notarially certified copy thereof, shall be deposited at the Share Registrar's Office at 11th Floor, Menara Symphony, No. 5, Jalan Professor Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor, not less than 48 hours before the time set for holding the meeting or at any adjournment thereof.
6. In respect of deposited securities, only members whose names appear on the Record of Depositors on 17 November 2020 (General Meeting Record of Depositors) shall be eligible to attend the meeting or appoint proxy(ies) to attend and/or vote on his behalf.
7. Any Notice of Termination of Authority to act as Proxy must be received by the Company before the commencement of the meeting or at any adjournment thereof, failing which, the termination of the authority of a person to act as proxy will not affect the following in accordance with Section 338 of the Companies Act 2016:-
 - (a) the constitution of the quorum at such meeting;
 - (b) the validity of anything he did as chairman of such meeting;
 - (c) the validity of a poll demanded by him at such meeting; or
 - (d) the validity of the vote exercised by him at such meeting.
8. Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions set out in the notice of the 10th AGM will be put to vote by way of poll. Poll Administrator and independent Scrutineers will be appointed by the Company to conduct the poll process and verify the results of the poll respectively.

Personal Data Privacy:

By submitting an instrument appointing a proxy(ies) and /or representative(s), the member accepts and agrees to the personal data privacy terms set out in the Notice of Annual General Meeting dated

ADMINISTRATIVE GUIDE OF TENTH ANNUAL GENERAL MEETING (“10th AGM”) FOR THE SHAREHOLDERS OF PECCA GROUP BERHAD

Date : Friday, 27 November 2020

Time : 9.30 a.m.

Venue : Greens II, Main Wing, Level 1, Tropicana Golf & Country Resorts, Jalan Kelab Tropicana, 47410 Petaling Jaya, Selangor

Dear Valued Shareholders,

In view of the COVID-19 pandemic, your safety remains our utmost priority. The 10th AGM of the Company will be conducted physically in accordance with Guidance Note and Frequently Ask Questions on the Conduct of General Meetings for Listed Issuers, issued by the Securities Commission Malaysia on 18 April 2020 and revised on 13 October 2020 (“**SC Guidance Note & FAQs**”).

This Administrative Guide is necessary to introduce safety measures and controls to be undertaken by the Company to safeguard the well-being of our shareholders/proxies during the 10th AGM as well as to comply with the Government and/or authorities’ directives and guidelines on public gatherings and events which may be issued from time to time.

The Company wishes to highlight that the 10th AGM may be re-scheduled and/or postponed in view of the current COVID-19 pandemic and the Malaysian Government’s announcements or guidelines made from time to time. Rest assured, all members/proxies including attendees shall be kept informed of any unexpected changes.

SAFEGUARD MEASURES DUE TO COVID-19 PANDEMIC

1. In light of the COVID-19 pandemic, shareholders/proxies are encouraged to take all the necessary precautions and preventive measures issued and directed by the Malaysia Government, the Ministry of Health, the Malaysian National Security Council and other relevant authorities before attending the 10th AGM.
2. If you have travelled overseas to the affected countries in the past 14 days or if you are unwell with **sore throat/ flu /fever/ cough/ aches and pains/ nasal congestion/ runny nose/ diarrhea/ shortness of breath**, you are required to comply with the directives issued by the Malaysia Government to self-quarantine or seek medical advices and strongly encouraged not to attend the 10th AGM.
3. If you are under high risk group which is **above age of 60**, you are hereby strongly advised and encouraged to appoint the Chairman as your proxy or proxy(ies) between the ages of 18 to 60 years to attend the 10th AGM.

PECCA GROUP BERHAD [Registration No. 201001025617 (909531-D)]

Administrative Guide of 10th AGM

4. To safeguard the health and safety of shareholders, proxies and invited guests who may be attending the 10th AGM in person, the Company will also implement the following precautionary measures for the 10th AGM:-
 - (a) The Company will limit the number of attendees including invited guests to be physically present at the venue of the 10th AGM to **50** based on the size of the venue. Hence, the total **shareholders present in person or by proxy or attorney or authorised representative shall preferably be limited to 30 only or lesser** after taking into consideration of the attendance of the Directors, Finance Team, Company Secretary, Poll Administrator, Scrutineers and Auditors. The registration for the 10th AGM shall on *first-come-first-serve basis*.
 - (b) Shareholders, proxies and corporate representatives (“**Participants**”) will have to go through a compulsory body temperature screening and will be required to provide his/her health declaration via **MySejahtera** application during the registration process, specifically to facilitate the Company in preventing any potential spread of COVID-19. Any person with a body temperature of above 37.5°C or is experiencing any symptoms of being unwell above, you will **NOT** be allowed to enter the venue of the 10th AGM.
 - (c) Wearing a face mask in advance and throughout the 10th AGM proceedings is highly compulsory. Please be informed that the Company will be providing face masks.
 - (d) We strongly advise you to frequently wash your hands and use the hand sanitiser before and after the 10th AGM. Hand sanitiser will be provided by the Company.
 - (e) The Company reserves the right to reject entrance of any attendee who does not meet the health standard operating procedures as mentioned above.
5. Shareholders are encouraged to keep abreast with the latest news released by the authorities regarding travelling, self-quarantine, other health and safety precautions from time to time.
6. Shareholders whom are unable to join the meeting are encouraged to appoint the Chairman of the Meeting or their proxy to vote on their behalf.

PRE-REGISTRATION TO ATTEND THE 10th AGM

1. Pursuant to SC Guidance Note & FAQs, the Participants who will be attending the 10th AGM in person are required to pre-register themselves with the Company by providing their name, NRIC/Passport No. and CDS account no. to the Company via email at bsr.helpdesk@boardroomlimited.com not later than **Wednesday, 25 November 2020 at 9.30 a.m.**, otherwise the attendance of Participants in person will be denied. Participants will be notified via email once the registration is successful. This is to allow the Company to make necessary arrangements for the 10th AGM.

REGISTRATION AT THE MEETING VENUE

1. Registration will start at **8.30 a.m.** on **Friday, 27 November 2020** outside the hall of **Greens II**.

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Administrative Guide of 10th AGM

2. Please present your original MyKad or Passport to the registration staff for verification. Upon verification, you are required to write your name and sign the attendance list on the registration table.
3. Please download the **MySejahtera** application in advance and upon verification and body temperature screening, scan the QR code for health declaration during the registration process. Please be mindful of one metre social distancing.
4. You will be given:
 - (a) An identification wristband;
 - (b) Door Gift;
 - (c) Refreshment Pack; and
 - (d) Polling Slip.
5. Please be reminded that you will not be allowed to enter the 10th AGM meeting hall without wearing the identification wristband. There will be no replacement in the event you lose or misplace the identification wristband and the door gift.
6. If you are attending the meeting as a shareholder 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 his/her original MyKad or Passport.
8. For precautionary and safety measures, the meeting hall will be closed sharp at 9.30 a.m. All attendees are encouraged to be punctual.

DOOR GIFT AND FOOD

Upon successful registration, shareholders/proxies will be given door gift and refreshment pack, in the following manner:

Attending as shareholder	One (1) door gift and One (1) refreshment pack.
Attending as shareholder and also a proxy	One (1) door gift and One (1) refreshment pack, irrespective of the number of shareholders represented.
Attending as proxy	One (1) door gift and One (1) refreshment pack, irrespective of the number of shareholders represented.
In the case where a shareholder appoints two (2) proxies	One (1) door gift and One (1) refreshment pack will be given, and these will be given to the first named proxy (Proxy 1) who registers.

- (a) The door gift and the refreshment pack will be given upon registration to the shareholder or to the first named proxy (Proxy 1) who registers.
- (b) If the proxy has obtained the door gift and refreshment pack earlier, the shareholder who decides to attend the meeting will not be given any door gift and refreshment pack.

ANNUAL REPORT 2020

The Annual Report 2020 is available on Bursa Malaysia Securities Berhad's website at www.bursamalaysia.com under Company Announcements and also at the Pecca Group Berhad's website at www.peccaleather.com.

GENERAL MEETING ARRANGEMENTS

Due to the constant evolving COVID-19 situation in Malaysia, the Company reserves the right to change the meeting arrangements of 10th AGM in accordance to the latest directives to be issued by relevant authorities related to the COVID-19 including to impose limitation to the number of attendees as set by the authorities, if any, to be physically present at the meeting venue. Kindly check the Company's website or announcement from time to time for the latest updates on the status or changes to the 10th AGM arrangement.

ENTITLEMENTS TO ATTEND, SPEAK AND VOTE

Only a depositor whose name appears in the Record of Depositors as at 17 November 2020 is entitled to attend, speak and vote at the said meeting or appoint proxies to attend, speak and vote on his/her behalf in respect of the number of shares registered in his/her name at that time.

PROXY

1. For the health and safety of shareholders, the Company would like to encourage shareholders to exercise their right to vote at the 10th AGM by appointing the Chairman of the 10th AGM as their proxy and indicate the voting instructions in the Proxy Form instead of attending the 10th AGM in person.
2. If a shareholder is unable to attend the 10th AGM on Friday, 27 November 2020, he/she can appoint the Chairman of the meeting as his/her proxy to attend, speak and vote in his/her stead. Please submit your Proxy Form to the Share Registrar's Office of the Company, Boardroom Share Registrar Sdn. Bhd. at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan by **Wednesday, 25 November 2020 at 9.30 a.m.**
3. If you wish to raise any questions in relation to the Resolutions at the 10th AGM, you may email your questions to bsr.helpdesk@boardroomlimited.com before Tuesday, 25 November 2020 at 9.30 a.m. and the Company would attend to your queries during the 10th AGM.

CORPORATE MEMBER

Any corporate member who wishes to appoint a representative instead of a proxy to attend the meeting should submit the original certificate of appointment under the seal of the corporation to the office of the Share Registrar at any time before the time appointed for holding the meeting or to the registration staff on the meeting day for the Company's records.

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Administrative Guide of 10th AGM

VOTING PROCEDURE

1. Pursuant to Paragraph 8.29A of the Main Market Listing Requirements, all resolutions tabled at the AGM will be voted by poll instead of by show of hands. For this purpose, the Company has appointed Boardroom Share Registrars Sdn. Bhd. to conduct the poll voting and Boardroom Corporate Services Sdn. Bhd. as scrutineers to verify the poll results.
2. You may proceed to vote once the Chairman of the meeting instructs to cast the votes.

ENQUIRY

If you have general queries prior to the meeting, please contact the following person during office hours from Mondays to Fridays, 8.30 a.m. to 5.30 p.m. (except on public holidays):-

(a) Pecca Group Berhad

General Line : 603-6275 1800
Fax Number : 603-6275 9867
Email : enquiry@peccaleather.com

**(b) Boardroom Share Registrars Sdn. Bhd.
(Share Registrar)**

General Line : 603-7890 4700
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