



NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT that the Seventieth Annual General Meeting of Malayan Cement Berhad will be held on Tuesday, 1 December 2020 at 4:45 p.m. and will be conducted as a **fully virtual** meeting through live streaming from the broadcast venue at the Town Hall, 8th Floor, Menara YTL, 205 Jalan Bukit Bintang, 55100 Kuala Lumpur, Wilayah Persekutuan, Malaysia ("**Broadcast Venue**") to transact the following business:-

AS ORDINARY BUSINESS

- To lay before the meeting the Audited Financial Statements for the financial period ended 30 June 2020 together with the Reports of the Directors and Auditors thereon.
- To re-elect the following Directors who retire pursuant to Article 85 of the Company's Constitution:-
 - Tan Sri Dato' (Dr) Francis Yeoh Sock Ping
 - Yeoh Khoo Cheng
- To re-elect the following Directors who retire pursuant to Article 84 of the Company's Constitution:-
 - Tan Sri Datuk Asmat Bin Kamaludin
 - Dato' Tan Guan Cheong
 - Dato' Yoogalingam A/L Vyramuttu
- To approve the payment of fees to the Non-Executive Directors amounting to RM886,667 for the financial period ended 30 June 2020.
- To approve the payment of meeting attendance allowance of RM1,000 per meeting for each Non-Executive Director for the period from January 2021 to December 2021.
- To re-appoint Deloitte PLT as Auditors of the Company and to authorise the Directors to fix their remuneration.

Please refer to Explanatory Note A

**Resolution 1
Resolution 2**

**Resolution 3
Resolution 4
Resolution 5**

Resolution 6

Resolution 7

Resolution 8

AS SPECIAL BUSINESS

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

ORDINARY RESOLUTIONS:-

7. PROPOSED AUTHORITY TO ALLOT SHARES PURSUANT TO SECTIONS 75 AND 76 OF THE COMPANIES ACT, 2016

"THAT pursuant to Sections 75 and 76 of the Companies Act, 2016, the Directors be and are hereby empowered to allot and issue shares in 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 twenty per centum (20%) of the total number of issued shares of the Company for the time being and that the Directors be and are also empowered to obtain the approval for the listing of and quotation for the additional shares so issued on Bursa Malaysia Securities Berhad."

Resolution 9

8. PROPOSED RENEWAL OF SHARE BUY-BACK AUTHORITY

"THAT subject to the Company's compliance with all applicable rules, regulations, orders and guidelines made pursuant to the Companies Act, 2016, the provisions of the Company's Constitution and the Bursa Malaysia Securities Berhad ("Bursa Securities") Main Market Listing Requirements ("Main LR") and the approvals of all relevant authorities, the Company be and is hereby authorised, to the fullest extent permitted by law, to buy back and/or hold from time to time and at any time 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 and expedient in the interests of the Company ("the Proposed Share Buy-Back") provided that:-

- The maximum number of shares which may be purchased and/or held by the Company at any point of time pursuant to the Proposed Share Buy-Back shall not exceed ten per centum (10%) of the total number of issued shares of the Company for the time being quoted on Bursa Securities provided always that in the event that the Company ceases to hold all or any part of such shares as a result of, amongst others, cancellation of shares, sale of shares on the market of Bursa Securities or distribution of treasury shares to shareholders as dividend in respect of shares bought back under the previous shareholder mandate for share buy-back which was obtained at the Annual General Meeting held on 30 May 2019, the Company shall be entitled to further purchase and/or hold such additional number of shares as shall (in aggregate with the shares then still held by the Company) not exceed ten per centum (10%) of the total number of issued shares of the Company for the time being quoted on Bursa Securities;
- The maximum amount of funds to be allocated by the Company pursuant to the Proposed Share Buy-Back shall not exceed the retained profits of the Company at the time of purchase by the Company of its own shares; and
- The shares purchased by the Company pursuant to the Proposed Share Buy-Back may be dealt with by the Directors in all or any of the following manner:-
 - the shares so purchased may be cancelled; and/or
 - the shares so purchased may be retained in treasury for distribution as dividends to the shareholders and/or resold on the market of Bursa Securities and/or subsequently cancelled; and/or
 - part of the shares so purchased may be retained as treasury shares with the remainder being cancelled; and/or
 - transfer the shares, or any of the shares for the purposes of or under an employees' shares scheme; and/or
 - transfer the shares, or any of the shares as purchase consideration; and/or
 - deal with the shares in any other manner as may be permitted by the applicable laws and/or regulations in force from time to time;

AND THAT such authority shall commence upon the passing of this resolution, until the conclusion of the next Annual General Meeting of the Company or the expiry of the period within which the next Annual General Meeting is required by law to be held unless revoked or varied by Ordinary Resolution of the shareholders of the Company in general meeting, whichever occurs first, but so as not to prejudice the completion of a purchase made before such expiry date;

AND THAT the Directors of the Company be and are hereby authorised to take all steps as are necessary or expedient to implement or to give effect to the Proposed Share Buy-Back with full powers to amend and/or assent to any conditions, modifications, variations or amendments (if any) as may be imposed by the relevant governmental/regulatory authorities from time to time and with full power to do all such acts and things thereafter in accordance with the Companies Act, 2016, the provisions of the Company's Constitution and the Main LR and all other relevant governmental/regulatory authorities."

Resolution 10

9. PROPOSED RENEWAL OF SHAREHOLDER MANDATE FOR RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE ("RRPT")

"THAT the Company and/or its subsidiaries be and is/are hereby authorised to enter into RRPT from time to time with the related parties as specified in section 2.3(a) of the Circular to Shareholders dated 30 October 2020 ("**Related Parties**") subject to the following:-

- the transactions are necessary for the day-to-day operations of the Company and/or its subsidiaries and are transacted on terms consistent or comparable with market or normal trade practices and/or based on normal commercial terms and 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; and
- disclosure is made in the annual report of the aggregate value of transactions conducted during the financial year pursuant to the shareholder mandate in accordance with the Bursa Malaysia Securities Berhad Main Market Listing Requirements;

THAT the mandate given by the shareholders of the Company shall continue to be in force until the conclusion of the next Annual General Meeting of the Company or the expiry of the period within which the next Annual General Meeting is required to be held pursuant to Section 340(2) of the Companies Act, 2016 (the "Act") (but shall not extend to such extension as may be allowed pursuant to Section 340(4) of the Act); unless revoked or varied by resolution of the shareholders of the Company in general meeting, whichever is the earlier;

AND THAT the Directors of the Company be authorised to complete and do such acts and things as they may consider expedient or necessary to give full effect to the shareholder mandate."

Resolution 11

By Order of the Board,

HO SAY KENG
Company Secretary

KUALA LUMPUR
30 October 2020

Notes:-

REMOTE PARTICIPATION AND VOTING

- The Annual General Meeting ("AGM") will be conducted on a virtual basis through live streaming and online remote voting using the Remote Participation and Voting ("RPV") facilities provided by the appointed share registrar and poll administrator for the AGM, Tricor Investor & Issuing House Services Sdn Bhd ("Tricor") on its TIH Online website at <https://tih.online>. Please follow the procedures set out in the Administrative Guide for the AGM which is available on the Company's website at <http://ylcement.my/meetings/> to register, participate, speak (in the form of real time submission of typed texts) and vote remotely via the RPV facilities.

BROADCAST VENUE

- The Broadcast Venue of the AGM is strictly for the purpose of complying with Section 327(2) of the Companies Act, 2016 which requires the Chairperson of the meeting to be at the main venue of the meeting. Members/proxies/representatives are not allowed to be physically present at the Broadcast Venue on the day of the AGM.

PROXY

- A member (including an Authorised Nominee as defined under the Securities Industry (Central Depositories) Act, 1991 ("SICDA") entitled to attend and vote at a general meeting of the Company may appoint not more than two (2) proxies to participate instead of the member at the AGM via the RPV facilities.
- Where a member is an Exempt Authorised Nominee as defined under the SICDA, 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.
- A proxy may but need not be a member of the Company. Where a member appoints more than one (1) proxy, the appointment shall be invalid unless he specifies the proportion of his shareholdings to be represented by each proxy.
- The instrument appointing a proxy shall be in writing under the hand of the appointor or his attorney duly authorised in writing or, if the appointor is a corporation, either under its seal or under the hand of an officer or attorney duly authorised in writing.
- The appointment of proxy may be made in hardcopy form or by electronic means as specified below and must be received by Tricor not less than 48 hours before the time appointed for holding the AGM i.e. no later than **29 November 2020 at 4:45 p.m.**:
 - In hardcopy form [applicable for all members]

The original Form of Proxy and the power of attorney or other authority, if any, under which it is signed or a notarially certified or office copy of that power or authority shall be deposited at the office of Tricor at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia,

or alternatively,

at its Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.

- By Tricor Online System (TIH Online) [applicable only for members who are individuals]

The Form of Proxy can be electronically lodged with Tricor via TIH Online at <https://tih.online>. Please follow the procedures set out in the Administrative Guide.

- For the purpose of determining a member who shall be entitled to attend the AGM via the RPV facilities, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd, in accordance with Article 59 of the Company's Constitution and Section 34(1) of the SICDA to issue a General Meeting Record of Depositors as at 23 November 2020. Only a depositor whose name appears on the General Meeting Record of Depositors as at 23 November 2020 shall be entitled to attend the said meeting or appoint proxy(ies) to attend and/or vote in his stead.

REPRESENTATIVE FROM CORPORATE MEMBER

- For a corporate member who has appointed an authorised representative, please deposit the original certificate of appointment of corporate representative with Tricor at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia,

or alternatively,

at its 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 48 hours before the time appointed for holding the AGM or adjourned meeting at which the person named in the appointment proposes to vote.

Explanatory Notes to Ordinary Business -

Note A

This Agenda item is meant for discussion only as under the provisions of Section 340(1)(a) of the Companies Act, 2016, the audited financial statements do not require formal approval of shareholders and hence, the matter will not be put forward for voting.

Payment of Directors' Benefits

In accordance with the requirements of Section 230(1) of the Companies Act, 2016, approval of the members is sought for the payment of meeting attendance allowance (a benefit) to the Non-Executive Directors of the Company. If Resolution 7 is passed, the meeting attendance allowance will be payable for such period at the quantum specified.

Explanatory Notes to Special Business -

Resolution pursuant to Sections 75 and 76 of the Companies Act, 2016

Resolution 9 is a new general mandate/authority for Directors of the Company to allot and issue shares.

Resolution 9, if passed, will give the Directors authority to allot and issue ordinary shares at any time up to a maximum of 20% of the total number of issued shares of the Company ("20% General Mandate") for such purposes as the Directors consider expedient and in the best interest of the Company. This authority will expire at the next Annual General Meeting of the Company unless revoked or varied by the Company at a general meeting.

The 20% limit is the increased limit (from the 10% limit prescribed in the Listing Requirements) accorded to listed issuers by Bursa Malaysia Securities Berhad vide its letter dated 16 April 2020 as part of its interim relief measures to help listed issuers raise funds quickly and efficiently during this challenging time as a result of the pandemic.

The Board of Directors of the Company is of the view that the 20% General Mandate will provide the Company the flexibility to raise capital in a fast and timely manner for funding future investment project(s), working capital and/or acquisitions or strategic opportunities involving equity deals such as but not limited to placement of shares. The cost and delay involved in convening a general meeting to approve such issuance of shares will be eliminated. As such, the Board considers the 20% General Mandate proposal to be in the best interest of the Company and its shareholders.

Resolution pertaining to the Renewal of Authority to Buy Back Shares of the Company

For Resolution 10, further information on the Share Buy-Back is set out in Part A of the Statement to Shareholders dated 30 October 2020 which is dispatched together with the Company's Annual Report 2020.

Resolution pertaining to the Recurrent Related Party Transactions of a Revenue or Trading Nature ("RRPT")

For Resolution 11, further information on the RRPT is set out in Part B of the Circular to Shareholders dated 30 October 2020 which is dispatched together with the Company's Annual Report 2020.

FORM OF PROXY



MALAYAN CEMENT BERHAD
 [Company No. 195001000048 (1877-T)]
 (Incorporated in Malaysia)

CDS Account No. _____
(only for nominee companies)

Number of shares held _____

I/We *(full name in block letters)* _____ Tel. No. _____

NRIC *(New & old)*/Passport/Company No. _____

of *(full address)* _____

being a member of **Malayan Cement Berhad** hereby appoint

Full name of proxy in block letters	NRIC (new & old) /Passport No. of proxy	Proportion of shareholdings to be represented	
		No. of shares	%

* and/or *(delete as appropriate)*

Full name of proxy in block letters	NRIC (new & old) /Passport No. of proxy	Proportion of shareholdings to be represented	
		No. of shares	%

or failing him/her, the Chairman of the Meeting as my/our proxy(ies) to vote for me/us on my/our behalf at the Seventieth Annual General Meeting of the Company which will be conducted as a **fully virtual** meeting through live streaming from the broadcast venue at the Town Hall, 8th Floor, Menara YTL, 205 Jalan Bukit Bintang, 55100 Kuala Lumpur, Malaysia ("**Broadcast Venue**") on Tuesday, 1 December 2020 at 4:45 p.m. and at any adjournment thereof.

My/Our proxy is to vote as indicated below:

No.	Resolution	For	Against
1.	Re-election of Tan Sri Dato' (Dr) Francis Yeoh Sock Ping		
2.	Re-election of Yeoh Khoo Cheng		
3.	Re-election of Tan Sri Datuk Asmat Bin Kamaludin		
4.	Re-election of Dato' Tan Guan Cheong		
5.	Re-election of Dato' Yoogalingam A/L Vynamuttu		
6.	Approval of the payment of fees to the Non-Executive Directors		
7.	Approval of the payment of meeting attendance allowance to the Non-Executive Directors		
8.	Re-appointment of Deloitte PLT as Auditors of the Company		
9.	Proposed authorisation for Directors to allot and issue shares		
10.	Proposed renewal of share buy-back authority		
11.	Proposed renewal of shareholder mandate for recurrent related party transactions of a revenue or trading nature		

Please indicate with an "X" in the space provided whether you wish your votes to be cast "for" or "against" the resolution. In the absence of specific direction, your proxy will vote or abstain as he/she thinks fit.

Dated this _____ day of _____ 2020

 Signature(s)/Common Seal of Member

IMPORTANT NOTICE

Pursuant to Section 327(2) of the Companies Act, 2016, the Chairman of the Meeting will be present at the Broadcast Venue, being the main venue of the meeting. Members/proxies/representatives will not be allowed to be physically present at the Broadcast Venue on the day of the meeting. Members are to participate, speak (in the form of real time submission of typed texts) and vote remotely via the Remote Participation and Voting ("RPV") facilities provided by Tricor Investor & Issuing House Services Sdn Bhd ("Tricor") on its TIH Online website at <https://tjih.online>.

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Notes:

1. A member (including an Authorised Nominee as defined under the Securities Industry (Central Depositories) Act, 1991 ("SICDA")) entitled to attend and vote at a general meeting of the Company may appoint not more than two (2) proxies to participate instead of the member at the Annual General Meeting ("AGM") via the RPV facilities.
2. Where a member is an Exempt Authorised Nominee as defined under the SICDA, 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.
3. A proxy may but need not be a member of the Company. Where a member appoints more than one (1) proxy, the appointment shall be invalid unless he specifies the proportion of his shareholdings to be represented by each proxy.
4. The instrument appointing a proxy shall be in writing under the hand of the appointor or his attorney duly authorised in writing or, if the appointor is a corporation, either under its seal or under the hand of an officer or attorney duly authorised in writing.
5. The appointment of proxy may be made in hardcopy form or by electronic means as specified below and must be received by Tricor not less than 48 hours before the time appointed for holding the AGM i.e. no later than **29 November 2020 at 4:45 p.m.:**
 - (i) **In hardcopy form [applicable for all members]**
The original Form of Proxy and the power of attorney or other authority, if any, under which it is signed or a notarially certified or office copy of that power or authority shall be deposited at the office of Tricor at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, or alternatively, at its Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.
 - (ii) **By Tricor Online System (TIIH Online)**
[applicable only for members who are individuals]
The Form of Proxy can be electronically lodged with Tricor via TIIH Online at <https://tiih.online>. Please follow the procedures set out in the Administrative Guide.
6. Only members whose names appear on the General Meeting Record of Depositors as at 23 November 2020 shall be entitled to attend the AGM via the RPV facilities or appoint proxy(ies) to attend and/or vote in his stead.
7. For a corporate member who has appointed an authorised representative, please deposit the original certificate of appointment of corporate representative with Tricor at either of the addresses stated in note 5(i) above, not less than 48 hours before the time appointed for holding the AGM or adjourned meeting at which the person named in the appointment proposes to vote.

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AFFIX
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Tricor Investor & Issuing House Services Sdn Bhd
Share Registrar for the 70th Annual General Meeting of
Malayan Cement Berhad
Unit 32-01, Level 32, Tower A, Vertical Business Suite
Avenue 3, Bangsar South, No. 8, Jalan Kerinchi
59200 Kuala Lumpur

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MALAYAN CEMENT BERHAD

[Company No. 195001000048 (1877-T)]

(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE SEVENTIETH ANNUAL GENERAL MEETING (“AGM”)

- Day & Date of AGM : Tuesday, 1 December 2020
- Time of AGM : 4:45 p.m.
- Meeting Platform : <https://tiih.online>
- Broadcast Venue : The Town Hall, 8th Floor, Menara YTL,
205 Jalan Bukit Bintang,
55100 Kuala Lumpur,
Wilayah Persekutuan,
Malaysia
- Mode of Communication : Prior to the day of AGM:
(Submission of Questions) ❖ Via <https://tiih.online> by selecting “e-Services”

On the day of the AGM:
❖ Typed text in the Meeting Platform
- AGM Documents : The following documents can be viewed and downloaded from the Company’s website at <http://ytlcement.my/meetings/>
- (a) Annual Report 2020
 - (b) Notice of AGM
 - (c) Form of Proxy
 - (d) *(this)* Administrative Guide for the AGM
 - (e) Statement/Circular to shareholders dated 30 October 2020
 - (f) Corporate Governance Report 2020

I. MODE OF MEETING

The AGM will be conducted on a virtual basis through live streaming and online remote voting using the Remote Participation and Voting (“**RPV**”) facilities provided by the appointed share registrar and poll administrator for the AGM, Tricor Investor & Issuing House Services Sdn Bhd (“**Tricor**”) on its TIIH Online website at <https://tiih.online>.

The Broadcast Venue of the AGM is strictly for the purpose of complying with Section 327(2) of the Companies Act, 2016 which requires the Chairperson of the meeting to be at the main venue of the meeting. **Members/proxies/representatives are not allowed to be physically present at the Broadcast Venue on the day of the AGM.**

II. ENTITLEMENT TO PARTICIPATE

Only members whose names appear on the General Meeting Record of Depositors as at 23 November 2020 shall be entitled to participate, speak and vote at the AGM.

To participate in the AGM, please refer to the following **procedures for using the RPV**:

	Procedure for RPV	Action
Before the day of the AGM		
1.	Register as a user with TIIH Online	<ul style="list-style-type: none"> • Using your smart device or computer, access the website https://tiih.online. Register as a user under “e-Services”. Refer to the tutorial guide posted on the homepage for assistance.

	Procedure for RPV	Action
Before the day of the AGM (cont'd)		
	<p><i>Note:</i> If you are already a registered user with TIIH Online, you need not register again.</p>	<ul style="list-style-type: none"> Registration as a user will be approved within one working day and you will be notified via email. If you are already a user with TIIH Online, you will receive an email to notify you that the RPV for the AGM is available for registration at TIIH Online.
2.	<p>Submit your request</p> <p>(IMPORTANT:</p> <p>Whether -</p> <ul style="list-style-type: none"> ➤ you are registering as a new user with TIIH Online, or ➤ you are already a registered user with TIIH Online and you are registering for use of the RPV for this AGM, please ensure that you register early to allow sufficient time for approval/verification so that you can login to the meeting platform and/or use the RPV.) 	<ul style="list-style-type: none"> Registration is open from Friday, 30 October 2020 until the day of the AGM i.e. Tuesday, 1 December 2020 at 4:45 p.m. Members/proxies/representatives are required to pre-register their attendance for the AGM to ascertain their eligibility to participate in the AGM using the RPV. Login with your user ID (<i>email address</i>) and password and select the corporate event: “(REGISTRATION) MCB 70th AGM”. Read and agree to the Terms & Conditions and confirm the Declaration. Select “Register for Remote Participation and Voting”. Review your registration and proceed to register. System will send an email to notify that your registration for RPV is received and will be verified. After verification of your registration against the General Meeting Record of Depositors as at 23 November 2020, the system will send to you an email confirming approval of your registration for RPV. The procedures for using the RPV are also set out in the email. In the event your registration is not approved, you will also be notified via email.
On the day of the AGM (i.e. 1 December 2020)		
3.	<p>Login to TIIH Online</p>	<ul style="list-style-type: none"> Login with your user ID (<i>email address</i>) and password for RPV at the AGM at any time from 4:15 p.m. (i.e. 30 minutes before the commencement of the AGM) on Tuesday, 1 December 2020 at 4:45 p.m.
4.	<p>Participate through live streaming</p>	<ul style="list-style-type: none"> Select the corporate event: “(LIVE STREAM MEETING) MCB 70th AGM” to engage in the proceedings of the AGM remotely. If you have any questions for the Chairman/Board of Directors, you may use the query box to transmit your questions. The Chairman/Board of Directors will endeavour to respond to questions submitted by remote participants during the AGM.
5.	<p>Online remote voting</p>	<ul style="list-style-type: none"> Voting session commences from 4:45 p.m. on Tuesday, 1 December 2020 until a time when the Chairman announces the completion of the voting session of the AGM. Select the corporate event: “(REMOTE VOTING) MCB 70th AGM” or if you are on the live streaming meeting page, you can select “GO TO REMOTE VOTING PAGE” button below the Query Box.

	Procedure for RPV	Action
On the day of the AGM (i.e. 1 December 2020) (cont'd)		
		<ul style="list-style-type: none"> • Read and agree to the Terms & Conditions and confirm the Declaration. • Select the CDS account that represents your shareholdings. • Indicate your vote(s) for the resolution tabled for voting. • Confirm and submit your vote(s).
6.	End of remote participation	<ul style="list-style-type: none"> • The live streaming will end upon announcement by the Chairman on the closure of the AGM

Notes to users of the RPV facilities:

- (i) Should your application to join the AGM be approved, the system will make available to you the rights to join the live streamed meeting and to vote remotely. Your login to TIIH Online on the day of the AGM will indicate your presence at the virtual meeting.
- (ii) The quality of your connection to the live broadcast is dependent on the bandwidth and stability of the internet connection at your location and the device you use.
- (iii) In the event you encounter any issues with logging-in, connection to the live streamed meeting or online voting on the meeting day, kindly call Tricor Help Line at 011-4080 5616 / 011-4080 3168 / 011-4080 3169 / 011-4080 3170 for assistance or e-mail to tiih.online@my.tricorglobal.com for assistance.

III. APPOINTMENT OF PROXY

The appointment of proxy may be made in hardcopy form or by electronic means as specified below and must be received by Tricor not less than 48 hours before the time appointed for holding the AGM i.e. no later than **Sunday, 29 November 2020 at 4:45 p.m.:**

- (a) In hardcopy form *[applicable for all members]*

The original Form of Proxy and the power of attorney or other authority, if any, under which it is signed or a notarially certified or office copy of that power or authority shall be deposited at either of the following offices of Tricor:

Tricor's office	or	Tricor's Customer Service Centre
Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia		Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia

OR

- (b) Electronically via Tricor Online System (TIIH Online) *[applicable only for members who are individuals]*

The procedures for this are summarised below:

	Procedure	Action
1.	Register as a User with TIIH Online	<ul style="list-style-type: none"> Using your smart device or computer, access the website at https://tiih.online. Register as a user under “e-Services”. Please refer to the tutorial guide posted on the homepage for assistance. If you are already a user with TIIH Online, you are not required to register again.
2.	Proceed with submission of Form of Proxy	<ul style="list-style-type: none"> Login with your user ID (<i>email address</i>) and password. Select the corporate event: “(SUBMISSION OF PROXY FORM)”. Read and agree to the Terms & Conditions and confirm the Declaration. Insert your CDS account number and indicate the number of shares for your proxy(ies) to vote on your behalf. Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint the Chairman as your proxy. Indicate your voting instructions – FOR or AGAINST. Otherwise your proxy will decide your vote. Review and confirm your proxy appointment(s). Print proxy form for your record.

IV. APPOINTMENT OF REPRESENTATIVES BY CORPORATE MEMBERS

For a corporate member who has appointed an authorised representative to participate and vote remotely via the RPV facilities, please deposit the **original certificate of appointment of corporate representative** with Tricor at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia,

OR ALTERNATIVELY,

at its Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia,

no later than **Sunday, 29 November 2020 at 4:45 p.m.**

The corporate representative appointed must register himself/herself for RPV at <https://tiih.online> within the time stipulated in sub-item (2) of paragraph II (pertaining to procedure for RPV) in order to participate and vote at the AGM via RPV.

V. POLL VOTING

In accordance with Paragraph 8.29A of Bursa Malaysia Securities Berhad Main Market Listing Requirements, the resolutions set out in the Notice of AGM will be put to vote by poll.

Shareholders/proxies/corporate representatives/attorneys can proceed to vote on the resolutions at any time from the commencement of the AGM at 4:45 p.m. on 1 December 2020 but before the end of the voting session which will be announced by the Chairman of the meeting. Kindly refer to sub-item (5) of paragraph II above on the procedures for RPV for guidance on how to vote remotely from TIIH Online website at <https://tiih.online>.

Upon completion of the voting session for the AGM, the Scrutineers will verify the poll results, followed by the Chairman's announcement whether the resolution is duly passed.

VI. NO DOOR GIFTS/MEAL VOUCHERS

There will be **NO distribution** of door gifts or food vouchers for the AGM as the meeting will be conducted on a fully virtual basis.

The Board of Directors would like to thank all shareholders for their kind understanding.

VII. RECORDING OR PHOTOGRAPHY

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

VIII. ENQUIRIES

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):

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