



TSR CAPITAL BERHAD

200101005393 (541149-W)

CMCO NOTIFICATION AND REVISED ADMINISTRATIVE GUIDE

NINETEENTH ANNUAL GENERAL MEETING (“19th AGM”)

Date	:	30 November 2020 (Monday)
Time	:	10:00 a.m.
Broadcast Venue	:	Level 17, Menara TSR, No. 12, Jalan PJU 7/3, Mutiara Damansara, 47810 Petaling Jaya, Selangor Darul Ehsan, Malaysia
Meeting Platform	:	Dvote Online website at https://Dvote.my

CHANGE OF MODE OF 19th AGM DURING CONDITIONAL MOVEMENT CONTROL ORDER (“CMCO”)

In view of the COVID-19 outbreak and the CMCO extension by the Government of Malaysia (“GOM”), the Board has decided to change the mode of the originally planned physical 19th AGM to be conducted on a fully virtual basis through live streaming from the Broadcast Venue and online remote voting using the Remote Participation and Voting Facilities (“RPV”). This is in line with the Guidance Note on the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia on 13 October 2020, including any amendment that may be made from time to time.

The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires the Chairman of the meeting to be present at the main venue of the meeting. Member(s)/proxy(ies)/authorised representative(s)/attorney(s) **WILL NOT BE ALLOWED** to attend the 19th AGM in person at the Broadcast Venue on the day of the meeting.

Due to the constantly evolving COVID-19 situation in Malaysia, we may be required to change the arrangements of our 19th AGM at short notice. Kindly check the Company’s website or announcements for the latest updates on the status of the 19th AGM. The Company will continue to observe the guidelines issued by the Ministry of Health and will take all relevant precautionary measures as advised.

Yours faithfully,
TSR CAPITAL BERHAD

TAN SRI DATO’ SERI MOHAMAD NOOR BIN ABDUL RAHIM
Chairman

20 November 2020

REVISED ADMINISTRATIVE GUIDE FOR THE 19TH AGM

1. REMOTE PARTICIPATION AND VOTING FACILITIES

Members are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, “**participate**”) remotely at the 19th AGM using RPV provided by Dvote Services Sdn. Bhd. (“**Dvote**”) via its **Dvote Online** website at <https://Dvote.my>. Please refer to Procedure for RPV.

Only members whose names appear in the **Record of Depositors as at 23 November 2020** shall be entitled to participate and vote remotely at the 19th AGM or appoint proxy to participate and vote on his/her behalf.

As the 19th AGM is a fully virtual AGM, members who are unable to participate in this AGM may appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the proxy form.

2. PROCEDURES FOR RPV

Member(s)/proxy(ies)/corporate representative(s)/attorney(s) who wish to participate in the 19th AGM remotely using the RPV are to follow the requirements and procedures as summarised below:

BEFORE MEETING DAY		
A. USER REGISTRATION		
	Procedure	Action
(a)	Sign up as a user with Dvote Online	<p><i>Note: If you are already a user with Dvote Online, you are not required to sign-up again. You may proceed to sign-in using your email address and password.</i></p> <ul style="list-style-type: none">• Access the website at https://Dvote.my.• Click on [Sign up] to register as a new user with Dvote Online.• Complete registration and upload softcopy of MyKad/Identification card or passport. <p>You will be notified via email once your user registration is accepted/rejected by Dvote Online.</p>
(b)	Register Meeting with Dvote Online	<ul style="list-style-type: none">• Registration for Remote Participation will remain open from 25 November 2020 until the commencement of the polling during the 19th AGM.• Login to https://Dvote.my/user-login with your user ID (i.e: email address) and password.• Select event: “TSR Capital Berhad – 19th Annual General Meeting” and click [Register].• You will receive an email notifying on your registration for the remote participation and verification.• Once your registration has been verified against the Record of Depositors as at 23 November 2020, you will be notified via email whether your request for remote participation is approved/rejected.• If approved, you will receive an invitation email, <i>Join Meeting</i>.

ON THE DAY OF 19 TH AGM		
	Procedure	Action
(a)	Join the Live Stream Meeting	<ul style="list-style-type: none"> Click on “<i>Join Meeting</i>” link in the invitation email and you will be directed to the live streaming room. You are advised to log in early, at least 20 minutes, before the Meeting time.
(b)	Post Questions during Live Streaming	<ul style="list-style-type: none"> If you have any question for the Board of Directors, you may use the “Post Question” box to transmit your question.
(c)	Online Voting during Live Streaming	<ul style="list-style-type: none"> Click on [Proceed to Vote], to cast your votes for each resolution. Review your casted votes, confirm and submit your votes.

Notes:-

- *The quality of the live streaming is highly dependent on the bandwidth and stability of the internet connection at the location of the user and the device of the user.*
- *Users are advised to afford themselves ample time to complete the log in process in advance of the meeting.*
- *In the event you encounter any issues with logging-in, connection to live streamed meeting or online voting on the meeting day, kindly call 03-22766138 and email to Dvoteservice@gmail.com for assistance.*

3. APPOINTMENT OF PROXY(IES)/CORPORATE REPRESENTATIVE(S)/ATTORNEY(S)

Shareholders who appoint proxy(ies) to participate via RPV at the 19th AGM must ensure that the duly executed proxy form(s) are deposited in a hard copy form with the registered office of the Company at Level 16, Menara TSR, No. 12, Jalan PJU 7/3, Mutiara Damansara, 47810 Petaling Jaya, Selangor Darul Ehsan, no later than Saturday, 28 November 2020 at 10.00 a.m.

Corporate members who wish to appoint corporate representatives are required to deposit their ORIGINAL certificate of appointment of corporate representative at registered office as provided above not later than Saturday, 28 November 2020 at 10.00 a.m. to participate via RPV in the 19th AGM.

Attorneys appointed by power of attorney are to deposit their power of attorney at registered office as provided above not later than Saturday, 28 November 2020 at 10.00 a.m. to participate via RPV in the 19th AGM.

A member who has appointed a proxy(ies)/authorised representative(s)/attorney(s) to participate in the 19th AGM via RPV must request his/her proxy(ies)/authorised representative(s)/attorney(s) to register himself/herself for RPV via Dvote Online website at <https://Dvote.my>.

4. POLL VOTING

The voting at the 19th AGM will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Dvote Services Sdn. Bhd. as the Poll Administrator to conduct the poll by way of electronic voting and Ms Koh Pei Ling as the Scrutineer to verify the poll results.

5. NO DOOR GIFTS OR FOOD VOUCHERS

There will be no distribution of food vouchers or door gifts during the 19th AGM as the meeting is conducted on a fully virtual basis.

6. **NO RECORDING OR PHOTOGRAPHY**

No recording or photography of the 19th AGM proceedings is allowed.

7. **ENQUIRY**

If you have any enquiry prior to the 19th AGM, please contact our Poll Administrator below during office hours from Mondays to Fridays from 9.00 a.m. to 5.00 p.m. (except on public holidays):-

DVOTE SERVICES SDN. BHD.

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Malaysia

Tel : 03-2276 6138

Email : Dvoteservice@gmail.com

Contact Person: Ms. Sangetha/Mr Hugo