

Scomi

SCOMI ENERGY SERVICES BHD.

Company No: 199601025627 (397979-A)
(Incorporated in Malaysia)

Dear Shareholders of **Scomi Energy Services Bhd** ("SESB" or "the Company"),

REVISED NOTICE OF TWENTY-FOURTH ANNUAL GENERAL MEETING ("24th AGM") AND FORM OF PROXY FOR THE 24th AGM

The Company had on 30 October 2020 issued the Notice of 24th AGM informing the shareholders that the 24th AGM is scheduled to be held at Persatuan Alumni Universiti Malaya, Lot 10476, Jalan Susur Damansara (Jalan Damansara Lama), Off Jalan Gegambir, 50480 Kuala Lumpur on Wednesday, 23 December 2020 at 2.00 p.m.

On 5 December 2020, the Government of Malaysia announced the extension of the Conditional Movement Control Order ("CMCO") in several states, including Selangor Darul Ehsan, effective from 7 December 2020 to 20 December 2020 to curb the spread of the COVID-19 cases between the states.

The Company after taking into consideration the safety of all our shareholders, directors, employees and business associates, decided to change the mode and venue of the 24th AGM, to be conducted **FULLY VIRTUAL** through live streaming from the Broadcast Venue as detailed below and online remote voting using the remote participation and electronic voting facilities.

The physical 24th AGM will no longer be applicable.

Date	:	Wednesday, 23 December 2020
Time	:	2.00 p.m.
Broadcast Venue	:	12th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan
Meeting Platform	:	(1) https://web.lumiagm.com ; or (2) download the free "Lumi AGM" app from the Apple App Store or Google Play Store; or (3) using QR Scanner Code given in the email to you.
Place to deposit Proxy Form	:	The Share Registrar of Scomi Energy Services Bhd. Boardroom Share Registrars Sdn Bhd ("BoardRoom") 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia Or Email: bsr.helpdesk@boardroomlimited.com
Mode of Communication	:	(1) raise questions during live streaming at https://web.lumiagm.com/ ; or (2) submit questions prior to the 24 th AGM by emailing to info.sesb@scomigroup.com no later than 5.00 p.m. on 21 December 2020 (Monday)

Kindly refer to the Administrative Guide for the 24th AGM on the registration and voting process..

The Broadcast Venue is strictly for the purpose of compliance with Section 327(2) of the Companies Act 2016 which stipulates that the Chairman of the Meeting shall be present at the main venue of the 24th AGM. No member(s) or proxy(ies) or corporate representative(s) or attorney(s) shall be physically present or allowed to enter the Broadcast Venue on the day of the 24th AGM.

Member(s) or proxy(ies) or corporate representative(s) or attorney(s) are encouraged to go online, participate and vote at the 24th AGM.

In addition to the above change, please also note the following:

- revision to **Ordinary Resolution 8 : Authority to Allot and Issue Shares Pursuant to Sections 75 and 76 of the Companies Act 2016** whereby the per centum has been reduced from twenty per centum (20%) to ten per centum (10%); and
- **Note 1: Appointment of Proxy** as set out in the Notice of 24th AGM has been revised to incorporate the important notes in relation to the fully virtual 24th AGM.

All changes are reflected in the Revised Notice of 24th AGM as attached.

You may view or download the following documents from our corporate website at https://scomienergy.com.my/wp-content/uploads/2020/12/SESB_Revised-Notice-of-24th-AGM_Virtual.pdf or Bursa Malaysia Berhad's website at www.bursamalaysia.com. Please ensure that you have downloaded a PDF reader in your device in order to view or download the documents.

- Revised Notice of Annual General Meeting;
- Revised Form of Proxy*; and
- Administrative Guide.

* The Revised Form of Proxy DOES NOT INVALIDATE the Form of Proxy which was circulated together with the Notice of the 24th AGM dated 30 October 2020 ("the Original Form of Proxy") and deposited with the Company's Share Registrar Office. If the Company receives both the Original Form of Proxy and the Revised Form of Proxy from the same member, THE LATTER SHALL SUPERSEDE THE FORMER.

You are advised to check the Company's announcement(s) at Bursa Malaysia Berhad's website from time to time for the latest update on the 24th AGM as the Company may not have sufficient time to despatch notification to its shareholders on subsequent changes, if any.

If you require any assistance, kindly contact our Share Registrar, Boardroom Share Registrars Sdn Bhd at 03-7890 4700 or email to bsr.helpdesk@boardroomlimited.com.

Thank you.

Your faithfully,
For and on behalf of
SCOMI ENERGY SERVICES BHD

STEPHEN FREDRICK BRACKER
Chairman
18 December 2020

Scomi

SCOMI ENERGY SERVICES BHD.

Company No: 199601025627 (397979-A)

(Incorporated in Malaysia)

REVISED NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Twenty-Fourth Annual General Meeting ("24th AGM" or "Meeting") of **SCOMI ENERGY SERVICES BHD.** ("the Company") will be conducted on a fully virtual basis through live streaming and online remote voting from the Broadcast Venue at 12th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan on Wednesday, 23 December 2020 at 2.00 p.m. or at any adjournment thereof to transact the following business:

AS ORDINARY BUSINESS:

1. To receive the Audited Financial Statements for the financial year ended 30 June 2020 and the Reports of the Directors and Auditors thereon. (Please refer to Note 2)
2. To re-elect Mr. Ravinder Singh Grewal a/l Sarbjit S as Director of the Company, who retires by rotation in accordance with Clause 96 of the Company's Constitution and who being eligible, has offered himself for re-election. (Ordinary Resolution 1)
3. To re-elect the following Directors who retire in accordance with Clause 103 of the Company's Constitution and who being eligible, have offered themselves for re-election:
 - (i) Mr. Wong Mun Keong; (Ordinary Resolution 2)
 - (ii) Encik Amirul Azhar bin Baharom; and (Ordinary Resolution 3)
 - (iii) Encik Aminodin bin Ismail. (Ordinary Resolution 4)(Please refer to Note 3)
4. To approve the payment of Directors' fees amounting to RM427,754.10 for Non-Executive Directors in respect of the financial year ended 30 June 2020. (Ordinary Resolution 5)
(Please refer to Note 4)
5. To approve the payment of Directors' benefits to Non-Executive Directors up to an amount of RM200,000.00 from 24 December 2020 until the next Annual General Meeting of the Company. (Ordinary Resolution 6)
(Please refer to Note 5)
6. To re-appoint KPMG PLT as Auditors of the Company for the financial year ending 30 June 2021 and to authorise the Directors to fix their remuneration. (Ordinary Resolution 7)

AS SPECIAL BUSINESS:

To consider and, if thought fit, pass with or without modifications, the following Ordinary Resolution:

7. **Authority to Allot and Issue Shares Pursuant to Sections 75 and 76 of the Companies Act 2016** (Ordinary Resolution 8)
(Please refer to Note 6)

"**THAT** subject always to the Companies Act 2016, the Constitution of the Company, the Main Market Listing Requirements of Bursa Malaysia Securities Berhad and the approvals of the relevant governmental and/or regulatory authorities, where such approval is required, the Directors of the Company be and are hereby authorised and empowered pursuant to Sections 75 and 76 of the Companies Act 2016 to allot and issue shares in the Company, at any time and from time to time at such price, upon such terms and conditions, for such purposes and to such person or persons whomsoever 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 **ten per centum (10%)** of the total number of issued shares of the Company (excluding treasury shares) for the time being and that the Directors be and are also empowered to obtain approval from Bursa Malaysia Securities Berhad for the listing of and quotation for the additional shares so issued **AND THAT** such authority shall continue in force until the conclusion of the next Annual General Meeting of the Company after the approval was given or at the expiry of the period within which the next Annual General Meeting is required to be held after the approval was given, whichever is earlier unless revoked or varied by an ordinary resolution of the Company at a general meeting."
8. To transact any other business of the Company of which due notice shall have been given in accordance with the Companies Act 2016 and the Company's Constitution.

By Order of the Board

CHEN WEE SAM (SSM PC No. 202008002853) (LS 0009709)

THONG PUI YEE (SSM PC No. 202008000510) (MAICSA 7067416)

Joint Company Secretaries

Kuala Lumpur

Date: 18 December 2020

Note 1: Appointment of Proxy

- (i) In view of the COVID-19 pandemic and as part of the Company's safety measures to curb the spread of COVID-19, the 24th AGM will be held on a fully virtual basis through live streaming and online remote voting using the the remote participation and electronic voting ("RPV") facilities.
- (ii) The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires the Chairman to be present at the main venue of the 24th AGM.
- (iii) No member(s) or proxy(ies) or corporate representative(s) or attorney(s) shall be physically present or allowed to enter the Broadcast Venue on the day of the 24th AGM.
- (iv) A member of the Company entitled to attend and vote at the 24th AGM of the Company shall be entitled to appoint not more than two (2) proxies to exercise all or any of his/her/their rights to attend, participate (including to pose questions to the Board of Directors ("Board") of the Company) and vote in his stead.

A member who wishes to appoint proxy(ies) or corporate representative(s) or attorney(s) to attend, participate and vote at the 24th AGM via the RPV facilities must request his/her/their proxy(ies) or corporate representative(s) or attorney(s) to register himself/herself/themselves in accordance with the procedures and time frame as set out in the Administrative Guide of the 24th AGM which is available from Company's announcement on Bursa Malaysia Berhad's website at www.bursamalaysia.com or Company's website at https://scomienergy.com.my/wp-content/uploads/2020/12/SESB_Revised-Notice-of-24th-AGM_Virtual.pdf

Member(s) or proxy(ies) or corporate representative(s) or attorney(s) may pose their questions via the platform as set out in the Administrative Guide.
- (v) A proxy may but need not be a member and there shall be no restriction as to the qualification of the proxy.
- (vi) Where a member appoints more than one (1) proxy, he shall specify the proportion of his/her/their holdings to be represented by each proxy, failing which the appointment shall be invalid.
- (vii) Where a member is an exempt authorised nominee as defined under the Securities Industry (Central Depositories) Act 1991, who 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.
- (viii) The instrument appointing a proxy, in the case of an individual shall be signed by the appointer or his/her attorney duly authorised in writing and in the case of a corporation, either under seal or under the hand of an officer or attorney duly authorised.
- (ix) The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a duly notarised certified copy of that power or authority, shall be deposited at the office of the Share Registrar of the Company, Boardroom Share Registrars Sdn Bhd at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia, not less than forty-eight (48) hours before the time for holding the 24th AGM or adjourned meeting at which the person named in the instrument proposes to vote, or, in the case of a poll, not less than twenty-four (24) hours before the time appointed for the taking of the poll, and in default, the instrument of proxy shall not be treated as valid.

- (x) Members may deposit the instrument appointing the proxy by electronics means by way of submitting the instrument to the e-mail address at bsr.helpdesk@boardroomlimited.com not less than forty-eight (48) hours before the time for holding the meeting or adjourned meeting at which the person named in the form of appointment of proxy proposes to vote, or, in the case of a poll, not less than twenty-four (24) hours before the time appointed for the taking of the poll, and in default, the instrument of proxy shall not be treated as valid.
- (xi) The lodging of a completed Revised Form of Proxy to the Share Registrar of the Company will not preclude a member from attending and voting in person at the meeting should the member subsequently wish to do so. If a member subsequently decides to attend and vote in person at the meeting, the member is requested to rescind his/her/their earlier appointment of proxy(ies), and notify the Share Registrar of the Company before the closing of registration for the 24th AGM.
- (xii) For the purpose of determining a member who shall be entitled to attend the 24th AGM, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd in accordance with Clause 68 of the Company's Constitution and Section 34(1) of the Securities Industry (Central Depositories) Act, 1991 to issue a General Meeting Record of Depositors as at 16 December 2020. Only depositor whose name appears on the General Meeting Record of Depositors as at 16 December 2020 shall be entitled to attend the said meeting or appoint proxies to attend and/or vote on his/her/their behalf.
- (xiii) Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions set out in this Notice will be put to vote by way of poll.

Note 2: Audited Financial Statements for the financial year ended 30 June 2020 and the Reports of the Directors and Auditors thereon

The audited financial statements are laid in accordance with Section 340(1)(a) of the Companies Act 2016 for discussion only under Agenda 1. They do not require shareholders' approval and hence, will not be put for voting.

Note 3: Abstention from Voting

- (i) The interested Directors of the Company who are shareholders of the Company will abstain from voting on the relevant resolutions in respect of their own respective re-election as the Director of the Company at the 24th AGM.
- (ii) All the Non-Executive Directors of the Company who are shareholders of the Company will abstain from voting on Ordinary Resolutions 5 and 6 concerning fees and benefits to Non-Executive Directors at the 24th AGM.

Note 4: Explanatory Notes on Directors' Fees

Ordinary Resolution 5

The fees for the Non-Executive Directors as set out below have been implemented since financial year 2009 and the Board had agreed that the Directors' fees in respect of the financial year ended 30 June 2020 be maintained as follows:

	Annual Fee (RM)
a. Chairman of the Board of Directors	60,000.00
b. Chairman of the Audit & Risk Management Committee ("ARMC")	60,000.00
c. Non-Executive Director who is a member of the ARMC	58,000.00
d. Non-Executive Director who is not a member of the ARMC	48,000.00

The payment of the Directors' Fees in respect of the financial year ended 30 June 2020 will only be made if the proposed Ordinary Resolution 5 has been approved at the 24th AGM of the Company.

Note 5: Explanatory Notes on Directors' Benefits

Ordinary Resolution 6

Pursuant to Section 230 of the Companies Act 2016, any fees and benefits payable to the directors of a listed company and its subsidiaries shall be approved at a general meeting.

The Company is therefore seeking the shareholders' approval for the payment of Directors' benefits to its Non-Executive Directors for the period commencing 24 December 2020 until the next Annual General Meeting ("Relevant Period") in accordance with the remuneration structure set out below, payable as and when incurred:

1	Meeting Allowance	Board of Directors	RM1,000 per meeting
2	Meeting Allowance	Board Committee	RM1,000 per meeting
3	Transport allowance for attending Annual General Meeting, Board Meetings, Board Committee Meetings, Directors' Training and the Company's events	Non-Executive Director who is based in Malaysia but outside of Wilayah Persekutuan Kuala Lumpur and Selangor	RM500 per trip

In determining the estimated total Directors' benefits for the Relevant Period, the size of the Board and Board Committees and the number of meetings estimated to be held during the Relevant Period based on the above remuneration structure were taken into consideration.

Note 6: Explanatory Notes on Special Business:

Ordinary Resolution 8

- Authority to Allot and Issue Shares Pursuant to Sections 75 and 76 of the Companies Act 2016

The Ordinary Resolution 8 is proposed pursuant to Sections 75 and 76 of the Companies Act 2016 for the purpose of obtaining a renewed general mandate ("General Mandate"), which if passed, will empower the Directors of the Company to allot and issue new ordinary shares in the Company at any time provided that the aggregate number of shares issued pursuant to the General Mandate does not exceed 10% of the total number of issued shares (excluding treasury shares) of the Company for the time being for such purposes as the Directors deem fit and in the interest of the Company.

This General Mandate, unless revoked or varied by the Company in a general meeting, will expire at the conclusion of the next Annual General Meeting of the Company after the approval was given, or at the expiry of the period within which the next Annual General Meeting of the Company is required to be held after the approval was given, whichever is earlier.

The General Mandate, if granted, will provide flexibility to the Company for any possible fund raising activities, including but not limited to further placing of shares, for the purpose of funding future investment project(s), working capital and/or acquisitions.

As at the date of this Notice, no new ordinary shares in the Company were issued pursuant to the general mandate granted to the Directors at the last Annual General Meeting held on 28 November 2019 and it will lapse at the conclusion of the 24th AGM of the Company.

Note 7: Personal data privacy:

By lodging of a completed Revised Form of Proxy to the Share Registrar of the Company for appointing a proxy(ies) and/or representative(s) to attend and vote in person at the 24th AGM and any adjournment thereof, a member of the Company is hereby:

- (i) consenting 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 agent(s)) of proxy(ies) and representative(s) appointed for the 24th AGM (including any adjournment thereof) and the preparation and compilation of the attendance list, minutes and other documents relating to the 24th AGM (including any adjournment thereof), and in order for the Company (or its agent(s)) to comply with any applicable laws, listing rules, regulations and/or guidelines (collectively, the "Purposes");
- (ii) warranting that where the member discloses the personal data of the member's proxy(ies) and/or representative(s) to the Company (or its agent(s)), 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 agent(s)) of the personal data of such proxy(ies) and/or representative(s) for the Purposes ("Warranty"); and
- (iii) agreeing 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 the Warranty.

REVISED FORM OF PROXY

SCOMI ENERGY SERVICES BHD.

Company No. 199601025627 (397979-A)

(Incorporated in Malaysia)

Registered Office: No. 2-1, Jalan Sri Hartamas 8

Sri Hartamas, 50480 Kuala Lumpur

Wilayah Persekutuan Kuala Lumpur

CDS Account No.	
No. of Ordinary Shares Held	

I/We* _____ NRIC/Passport No. _____
(Full Name)

of _____
(Full Address)

being a *member/members of Scomi Energy Services Bhd., hereby appoint:

Name of Proxy (Full Name)	NRIC No./Passport No.	% of Shareholdings to be Represented (Refer to Note vi)
Full Address:		

and/or failing him/her

Name of Proxy (Full Name)	NRIC No./Passport No.	% of Shareholdings to be Represented (Refer to Note vi)
Full Address:		

or failing *him/her, the Chairman of the Meeting as *my/our proxy/proxies to vote for *me/us on *my/our behalf at the Twenty-Fourth Annual General Meeting ("24th AGM") of the Company to be conducted on a fully virtual basis through live streaming and online remote voting from the Broadcast Venue at 12th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan on Wednesday, 23 December 2020 at 2.00 p.m. or any adjournment thereof.

Resolutions		For	Against
Ordinary Business			
Ordinary Resolution 1	To re-elect Mr. Ravinder Singh Grewal a/l Sarbjit S as Director of the Company, who retires by rotation in accordance with Clause 96 of the Company's Constitution and who being eligible, has offered himself for re-election.		
Ordinary Resolution 2	To re-elect Mr. Wong Mun Keong as Director of the Company, who retires in accordance with Clause 103 of the Company's Constitution and who being eligible, has offered himself for re-election.		
Ordinary Resolution 3	To re-elect Encik Amirul Azhar bin Baharom as Director of the Company, who retires in accordance with Clause 103 of the Company's Constitution and who being eligible, has offered himself for re-election.		
Ordinary Resolution 4	To re-elect Encik Aminodin bin Ismail as Director of the Company, who retires in accordance with Clause 103 of the Company's Constitution and who being eligible, has offered himself for re-election.		
Ordinary Resolution 5	To approve the payment of Directors' fees amounting to RM427,754.10 for Non-Executive Directors in respect of the financial year ended 30 June 2020.		
Ordinary Resolution 6	To approve the payment of Directors' benefits to Non-Executive Directors up to an amount of RM200,000.00 from 24 December 2020 until the next Annual General Meeting of the Company.		
Ordinary Resolution 7	To re-appoint KPMG PLT as Auditors of the Company for the financial year ending 30 June 2021 and to authorise the Directors to fix their remuneration.		
Special Business			
Ordinary Resolution 8	Authority to Allot and Issue Shares Pursuant to Sections 75 and 76 of the Companies Act 2016.		

Please indicate with an "X" in the appropriate space how you wish your vote to be cast. If you do not indicate how you wish your proxy to vote on any resolution, the proxy shall vote as he/she thinks fit, or at his/her discretion, abstain from voting.
*Delete if not applicable

Dated this _____ day of _____ 2020 Signature/Seal _____



Notes:

- (i) In view of the COVID-19 pandemic and as part of the Company's safety measures to curb the spread of COVID-19, the 24th AGM will be held on a fully virtual basis through live streaming and online remote voting using the remote participation and electronic voting ("RPV") facilities.
- (ii) The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires the Chairman to be present at the main venue of the 24th AGM.
- (iii) No member(s) or proxy(ies) or corporate representative(s) or attorney(s) shall be physically present or allowed to enter the Broadcast Venue on the day of the 24th AGM.
- (iv) A member of the Company entitled to attend and vote at the 24th AGM of the Company shall be entitled to appoint not more than two (2) proxies to exercise all or any of his/her/their rights to attend, participate (including to pose questions to the Board of Directors of the Company) and vote in his stead.
A member who wishes to appoint proxy(ies) or corporate representative(s) or attorney(s) to attend, participate and vote at the 24th AGM via the RPV facilities must request his/her/their proxy(ies) or corporate representative(s) or attorney(s) to register himself/herself/themselves in accordance with the procedures and timeframe as set out in the Administrative Guide of the 24th AGM which is available from Company's announcement on Bursa Malaysia Berhad's website at www.bursamalaysia.com or Company's website at https://scomienergy.com.my/wp-content/uploads/2020/12/SESB_Revised-Notice-of-24th-AGM_Virtual.pdf.
Member(s) or proxy(ies) or corporate representative(s) or attorney(s) may pose their questions via the platform as set out in the Administrative Guide.
- (v) A proxy may but need not be a member and there shall be no restriction as to the qualification of the proxy.
- (vi) Where a member appoints more than one (1) proxy, he shall specify the proportion of his/her/their holdings to be represented by each proxy, failing which the appointment shall be invalid.
- (vii) Where a member is an exempt authorised nominee as defined under the Securities Industry (Central Depositories) Act 1991, who 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.
- (viii) The instrument appointing a proxy, in the case of an individual shall be signed by the appointer or his/her attorney duly authorised in writing and in the case of a corporation, either under seal or under the hand of an officer or attorney duly authorised.
- (ix) The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a duly notarised certified copy of that power or authority, shall be deposited at the office of the Share Registrar of the Company, Boardroom Share Registrars Sdn Bhd at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia, not less than forty-eight (48) hours before the time for holding the 24th AGM or adjourned meeting at which the person named in the instrument proposes to vote, or, in the case of a poll, not less than twenty-four (24) hours before the time appointed for the taking of the poll, and in default, the instrument of proxy shall not be treated as valid.
- (x) Members may deposit the instrument appointing the proxy by electronics means by way of submitting the instrument to the e-mail address at helpdesk@boardroomlimited.com not less than forty-eight (48) hours before the time for holding the meeting or adjourned meeting at which the person named in the form of appointment of proxy proposes to vote, or, in the case of a poll, not less than twenty-four (24) hours before the time appointed for the taking of the poll, and in default, the instrument of proxy shall not be treated as valid.
- (xi) The lodging of a completed Revised Form of Proxy to the Share Registrar of the Company will not preclude a member from attending and voting in person at the meeting should the member subsequently wish to do so. If a member subsequently decides to attend and vote in person at the meeting, the member is requested to rescind his/her/their earlier appointment of proxy(ies), and notify the Share Registrar of the Company before the closing of registration for the 24th AGM.
- (xii) For the purpose of determining a member who shall be entitled to attend the 24th AGM, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd in accordance with Clause 68 of the Company's Constitution and Section 34(1) of the Securities Industry (Central Depositories) Act, 1991 to issue a General Meeting Record of Depositors as at 16 December 2020. Only depositor whose name appears on the General Meeting Record of Depositors as at 16 December 2020 shall be entitled to attend the said meeting or appoint proxies to attend and/or vote on his/her/their behalf.
- (xiii) Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions set out in this Notice will be put to vote by way of poll.

Additional Notes for this Revised Form of Proxy:

- The Revised Form of Proxy DOES NOT INVALIDATE the Form of Proxy, which was circulated together with the Notice of the 24th AGM dated 30 October 2020 ("the Original Form of Proxy") and deposited with the Company's Share Registrar Office. If the Company receives both the Original Form of Proxy and the Revised Form of Proxy from the same member, THE LATER SHALL SUPERSEDE THE FORMER.
- In the event that the Company does not receive the duly executed Revised Form of Proxy within the required timeframe of not less than forty-eight (48) hours before the time for holding the 24th AGM or adjourned meeting at which the person named in the instrument proposes to vote, or, in the case of a poll, not less than twenty-four (24) hours before the time appointed for the taking of the poll, the member who has deposited the Original Form of Proxy at the Company's Share Registrar Office, Boardroom Share Registrars Sdn Bhd at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia, is deemed to have appointed and authorised his/her/their proxy(ies) under the Original Form of Proxy to register, participate and vote remotely at the 24th AGM of the Company.

Personal Data Privacy:

By lodging of a completed Form of Proxy to the Share Registrar of the Company for appointing a proxy(ies) and/or representative(s) to attend and vote in person at the 24th AGM and any adjournment thereof, the member accepts and agrees to the personal data privacy terms as set out in the Revised Notice of 24th AGM dated 18 December 2020.

Fold here

Affix
Stamp

The Share Registrar of Scomi Energy Services Bhd.
Boardroom Share Registrars Sdn. Bhd.
11th Floor, Menara Symphony
No. 5, Jalan Prof Khoo Kay Kim
Seksyen 13, 46200 Petaling Jaya
Selangor Darul Ehsan, Malaysia

Scomi

SCOMI ENERGY SERVICES BHD.

Company No: 199601025627 (397979-A)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE TWENTY-FOURTH ANNUAL GENERAL MEETING (“24th AGM”) OF SCOMI ENERGY SERVICES BHD. (“SES^B” OR “COMPANY”)

Date	:	Wednesday, 23 December 2020
Time	:	2.00 p.m.
Broadcast Venue	:	12th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan
Meeting Platform	:	(1) https://web.lumiagm.com ; or (2) download the free "Lumi AGM" app from the Apple App Store or Google Play Store; or (3) using QR Scanner Code given in the email to you.
Place to deposit Proxy Form	:	The Share Registrar of Scomi Energy Services Bhd. Boardroom Share Registrars Sdn Bhd ("BoardRoom") 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia Or Email: bsr.helpdesk@boardroomlimited.com
Mode of Communication	:	(1) raise questions during live streaming at https://web.lumiagm.com/ ; or (2) submit questions prior to the 24 th AGM by emailing to sesb.info@scomigroup.com no later than 5.00 p.m. on 21 December 2020 (Monday)

Mode of Meeting

The 24th AGM of the Company will be conducted **FULLY VIRTUAL** through live streaming from the Broadcast Venue as detailed above and online remote voting using the remote participation and electronic voting facilities which are available at the abovementioned meeting platform.

The Broadcast Venue is strictly for the purpose of compliance with Section 327(2) of the Companies Act 2016 which stipulates that the Chairman of the Meeting shall be present at the main venue of the 24th AGM.

No member(s) or proxy(ies) or corporate representative(s) or attorney(s) shall be physically present or allowed to enter the Broadcast Venue on the day of the 24th AGM.

Entitlement to Participate and Vote

For the purpose of determining a member who shall be entitled to attend the 24th AGM, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd in accordance with Clause 68 of the Company's Constitution and Section 34(1) of the Securities Industry (Central Depositories) Act, 1991 to issue a General Meeting Record of Depositors as at 16 December 2020. Only depositor whose name appears on the General Meeting Record of Depositors as at 16 December 2020 shall be entitled to participate (including to pose questions to the Board) and vote at the 24th AGM or appoint proxies to participate and/or vote on his/her behalf.

Appointment of Proxy

Members are encouraged to go online, participate and vote at the 24th AGM via remote participation. If you are unable to attend the 24th AGM, you are encouraged to appoint a proxy or the Chairman of the Meeting as your proxy and indicate the voting instructions in the Revised Form of Proxy in accordance with the notes and instructions printed therein. Please take note that you **must** complete the Revised Form of Proxy for the 24th AGM should you wish to appoint a proxy(ies). Please ensure the Original Form of Proxy or Revised Form of Proxy (hereinafter referred to as "Proxy Form") is deposited at BoardRoom at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan **not later than Monday, 21 December 2020, 2.00 p.m.**

Corporate shareholders, authorised nominees and exempt authorised nominees are to refer to "Step 2 – Submit Request for Remote Participation User ID and Password" below.

Revocation of Proxy

If you decide to change your proxy or wish to participate in the 24th AGM by yourself after you have deposited the Proxy Form, please write in to bsr.helpdesk@boardroomlimited.com to revoke the earlier appointed proxy **not later than Monday, 21 December 2020, 2.00 p.m.**

Poll Voting

Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions set out in the Notice of the 24th AGM of the Company shall be put to vote by way of a poll. The Company has appointed BoardRoom as Poll Administrator to conduct the poll by way of electronic voting (e-Voting) and SharePolls Sdn Bhd as Independent Scrutineer to verify the poll results. Members can proceed to vote on the resolution before the end of the voting session which will be announced by the Chairman of 24th AGM.

The Independent Scrutineer will verify the poll results and the Chairman of the 24th AGM will declare whether the resolutions put to vote were carried.

No Food Pack and Door Gift

There will be **NO DISTRIBUTION** of food packs or door gifts for shareholders/proxies who participate in the 24th AGM as the meeting will be conducted on fully virtual basis.

Recording or Photography




Strictly **NO** unauthorised recording or photography of the proceedings of the 24th AGM is allowed. The Company reserves the rights to take appropriate legal actions against anyone who violates this rule.

Questions and Answers Session at 24th AGM

The Chairman of 24th AGM and the Directors will endeavour their best to respond to the questions submitted by members/proxies which are related to the resolutions to be tabled at the 24th AGM.

Members/proxies may proceed to cast votes on each of the proposed resolutions, to be tabled at the 24th AGM respectively after the Chairman has opened the poll on the resolutions. Members/proxies are reminded to cast their votes before the poll is closed.

E-Voting Procedure

1. During the 24th AGM, the Chairman will invite the Poll Administrator to brief on the e-Voting housekeeping rules. The voting session will commence as soon as the Chairman calls for the poll to be opened and until such time when the Chairman announces the closure of the poll.
2. E-voting could be carried out via the following voting devices:-
 - a. Personal smart mobile phones  ;
 - b. Tablets  ; or
 - c. Laptops  ;
3. There are 3 methods for members and proxies to use either one of the above devices to vote:-
 - a. Using website URL: <https://web.lumiagm.com> **OR**
 - b. Download the free **Lumi AGM** from Apple App Store or Google Play Store prior to the meeting **OR**
 - c. Using QR Scanner Code given in the email to you
4. The polling will only commence after the announcement of poll being opened by the Chairman and until such time when the Chairman announces the closure of poll.
5. The Scrutineers will verify the poll result reports upon closing of the poll session by the Chairman. The Scrutineers will announce the results thereafter, and the Chairman will declare whether the resolutions put to vote were carried.

Registration for Remote Participation and Electronic Voting

Step-by-step procedure for registration:-

Before the day of the 24th AGM
<p>Step 1 – Register Online with Boardroom Smart Investor Portal (for first time registration only)</p> <p><i>[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. Submit request for Remote Participation user ID and Password.]</i></p> <ol style="list-style-type: none">a. Access website https://boardroomlimited.myb. Click <<Login>> and click <<Register>> to sign up as a user.c. Complete registration and upload softcopy of MyKAD (front and back) or Passport in JPEG or PNG format.d. Please enter a valid email address, contact number, and password to complete the registration.e. Your registration will be verified and approved within one business day and an email notification will be sent to you.
<p>Step 2 – Submit Request for Remote Participation User ID and Password</p> <p><i>[Note: The registration for remote access will be opened on 17 December 2020 at 2.00 p.m. Please note that the closing date to submit your request is on 21 December 2020 at 2.00 p.m.]</i></p> <p>Individual Members</p> <ul style="list-style-type: none">- Login to https://boardroomlimited.my using your User ID and Password above.- Select "VIRTUAL MEETING" from the main menu and select the correct Corporate Event "SCOMI ENERGY SERVICES BHD., TWENTY-FOURTH (24th) VIRTUAL ANNUAL GENERAL MEETING".- Read and agree to the terms & condition.- Enter your CDS Account and thereafter submit your request. <p>Corporate Shareholders</p> <ul style="list-style-type: none">- Write in to bsr.helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Certificate of Appointment of Corporate Representative or Proxy Form to submit the request; and- Provide a photocopy of the corporate representative's MyKAD (front and back) or passport in JPEG or PNG format together with his/her email address. <p>Authorised Nominee and Exempt Authorised Nominee</p> <ul style="list-style-type: none">- Write in to bsr.helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Proxy Form to submit the request; and- Provide a photocopy of the proxy holder's MyKAD (front and back) or passport in JPEG or PNG format together with his/her email address. <ol style="list-style-type: none">a. You will receive a notification from BoardRoom that your request has been received and is being verified.b. Upon system verification against the General Meeting Record of Depositors as at 16 December 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 receive your remote access user ID and password in the same email from BoardRoom after the closing date.d. Please note that the closing date to submit your request is at 21 December 2020 at 2.00 p.m. (48 hours before the commencement of 24th AGM).

On the day of the 24th AGM

Step 3 – Login to Virtual Meeting Portal

[Please note that the quality of the connectivity to Virtual Meeting Portal for live web cast as well as for remote online voting is highly dependent on the bandwidth and the stability of the internet connectivity available at the location of the remote users.]

- a. The Virtual Meeting portal will be opened for **login starting from 01.00 p.m. on 23 December 2020 (24th AGM to commence at 02.00 p.m.)**.
- b. Follow the steps given to you in the email along with your remote access user ID and password to login to the Virtual Meeting portal. (Refer to Step 2(c) above).
- c. The steps will also guide you how to view live web cast, ask questions and vote.

Step 4 – Participate

[Note: Questions submitted online will be moderated before being sent to the Chairman to avoid repetition. All questions and messages will be presented with the full name and identity of the participant raising the question.]

- 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 24th AGM, select the messaging icon.
- c. Type your message within the chat box, once completed click the send button.

Step 5 – Voting

- a. Once voting has been opened, 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".
- e. Upon the announcement by the Chairman on the closure of the 24th AGM, the live webcast will end and the Messaging window will be disabled.

Enquiry

Should you have any query, please contact BoardRoom at 03-7890 4700 or email to bsr.helpdesk@boardroomlimited.com.

Personal data privacy

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, participate, speak and vote at the 24th AGM and/or any adjournment thereof, a member of the Company:

- (i) consents to the collection, use and disclose 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 24th AGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the 24th AGM (including any adjournment thereof), and in order for the Company (or its agent) to comply with any applicable laws, listing rules, regulations and/or guidelines (collectively, the "Purposes");
- (ii) warrants that the member has obtained the prior consent of such 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 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.