



No. 2, Jalan Tengku Ampuan Zabedah J9/J
Seksyen 9, 40000 Shah Alam, Selangor
Tel : 03-5511 1333 Fax : 03-5511 7157

10 June 2021

NOTIFICATION ON THE ONLINE MEETING PLATFORM FOR THE FULLY VIRTUAL ANNUAL GENERAL MEETING (“AGM”)

Dear Shareholders of LEBTECH Berhad,

On 6 May 2021, LEBTECH Berhad (“LEBTECH” or “the Company”) had issued a notice of Annual General Meeting (“EGM”) scheduled to be held at Wisma Lebar Daun, No.2 Jalan Tengku Ampuan Zabedah J9/J Seksyen 9, 40000 Shah Alam, Selangor Darul Ehsan on Tuesday, 22 June 2021 at 11.30 a.m.

On 10 June 2021, the Company had further issued a Notification on Change of Mode of Meeting and Venue for the AGM.

In view of the imposition of the Full Movement Control Order by the Government of the Malaysia from 1 June 2021 to 14 June 2021, the Board of Directors of Company has decided that the AGM will still be conducted as scheduled on **Tuesday, 22 June 2021 at 11.30 a.m.** on a FULLY VIRTUAL basis through live streaming and online remote voting using the Remote Participation and Electronic Voting (“RPEV”) Facilities which located in Malaysia, as follows:-

| EGM (fully virtual basis with no Broadcast Venue) | | |
|--|------------|--|
| DATE: | TIME: | MEETING PLATFORM IN MALAYSIA: |
| Tuesday 22 June 2021 | 11.30 a.m. | https://web.lumiagm.com The Meeting Platform can be accessed via one of the following:- <ul style="list-style-type: none">➢ Scan the QR Code provided in the email notification;➢ Navigate to the website at https://web.lumiagm.com/ |

Save for the update on Meeting Platform, all the agenda and the date of the Record of Depositors as at 18 June 2021 stated in the Notice of AGM dated 6 May 2021 shall remain unchanged.

Please also refer to the enclosed revised Administrative Guide for further details in relation to the remote participation of the fully virtual AGM.

SHAREHOLDERS / PROXIES / CORPORATE REPRESENTATIVES are urged to attend the AGM remotely via Meeting Platform <https://web.lumiagm.com>.

We would like to thank you for your continuous support of the Company. Should you have any queries on the foregoing, please do not hesitate to contact the following personnel during office hours from 9:00 a.m. to 5:30 p.m. (Monday to Friday):

Should you have general queries prior to the AGM, please contact us during office hours from 9.00 a.m. to 5.00 p.m., as follows: Contact Person:

Nor Hisyam Bin Ahmad Fodzi / Nurul Azaina

Email: hisyam@lebttech.com.my / yana@lebttech.com.my

Yours faithfully,

NORAZMI BIN MOHAMED NURDIN
MANAGING DIRECTOR

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

VOTING PROCEDURE

Poll Voting

1. The voting at the Meeting will be conducted by poll in accordance with Paragraph 8.29A of Main Market Listing Requirements of Bursa Malaysia Securities Berhad.
2. The Company has appointed Boardroom Share Registrars Sdn. Bhd. (“Boardroom”) as Poll Administrator to conduct the poll by way of electronic voting (“e-Voting”) and SKY Corporate Services Sdn. Bhd. as Scrutineers to verify the poll results.
3. For the purposes of this AGM, e-Voting will be carried out via personal smart mobile phones, tablets, personal computers or laptops.
4. Members and proxies are required to use one (1) of the following methods to vote remotely:
 - (i) launch **Lumi Apps** by scanning the QR code given to you in the email along with your remote participation User ID and Password; or
 - (ii) access to **Lumi Apps** via website URL <https://web.lumiagm.com/>.
5. Please note that polling will only commence after announcement of poll open by the Chairman and until such time when the Chairman announces the closure of poll.
6. Upon closing of the poll session by the Chairman, the Scrutineers will verify the poll result report and thereafter announce the result, followed by the Chairman’s declaration whether the resolution put to vote is duly passed.
7. You must ensure that you are connected to the internet at all times in order to participate and vote remotely when the AGM has commenced. Therefore, it is your responsibility to ensure that connectivity for the duration of the AGM is maintained. Kindly note that the quality of the connectivity to Virtual Meeting Portal for live webcast as well as for e-Voting is dependent on the bandwidth and stability of the internet connection at the location of the remote participants.

Remote Participation and Electronic Voting (“RPEV”)

8. Please note that the RPEV facilities is available to **(i) individual members; (ii) corporate - shareholders; (iii) authorised nominees; and (iv) exempt authorised nominees.**
9. If you wish to participate in the Meeting, you will be able to view a live webcast of the Meeting, ask questions and submit your votes in real time whilst the Meeting is in progress.
10. No recording or photography of the AGM proceedings is allowed without the prior written permission of the Company.
11. Kindly follow the steps below on how to request for login ID and password:-

| Procedures | Actions |
|--|---|
| <p>Step 1 - Register Online with Boardroom Smart Investor Portal (for first time registration only)</p> <p><i>This is a ONE-TIME free registration. If you are already a registered user of Boardroom Smart Investor Portal, you need not register again and 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.my b. 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, PNG or PDF format. d. Please enter a valid email address and wait for email verification from Boardroom. e. Your registration will be verified and approved within one (1) business day and email notification will be provided to you. |

| | |
|---|--|
| <p>Step 2 – Submit Request for Remote Participation User ID and Password</p> <p><i>Registration for remote access stay open from 10 June 2021.</i></p> | <p><u>Individual Members</u></p> <ul style="list-style-type: none"> • Login to https://boardroomlimited.my using your User ID and Password given above. • Select “VIRTUAL MEETING” from main menu and select the correct Corporate Event “LEBTECH BERHAD ANNUAL GENERAL MEETING”. • Read and agree to the terms & conditions. • Enter your CDS Account Number and thereafter submit your request. <p><u>Corporate Shareholders, Authorised Nominees and Exempt Authorised Nominees</u></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 Form of Proxy to submit the request. • Please provide a copy of the Corporate Representative’s or Proxy Holder’s MyKad (front and back) or Passport in JPEG, PNG or PDF format as well as 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 of your registration against the AGM’s Record of Depositors as at 16 June 2021, you will receive an email from Boardroom either approving or rejecting your registration for remote participation. c. You will also receive your remote access User ID and Password along with the email from Boardroom if your registration is approved. d. Please note that the closing date and time to submit your request is by Friday, 18 June 2021 |
| <p>Step 3 – Login to Virtual Meeting Portal</p> <p><i>Please note that the quality of the connectivity to Virtual Meeting Portal for live webcast 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.</i></p> | <ol style="list-style-type: none"> a. The Virtual Meeting Portal will be opened for login starting one (1) hour before the commencement of AGM, which is from 10.30 a.m. on Tuesday, 22 June 2021. b. Please 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 given will also guide you on how to view live webcast, ask questions and vote. d. The live webcast will end and the Messaging window (for asking questions) will be disabled once the Chairman announces the closure of the AGM. e. You can then logout from the Virtual Meeting Portal. |

MODE OF COMMUNICATION

12. You may email your questions in advance in relation to the agenda item for AGM to zana@lebtech.com.my commencing from 10 June 2021. The collection of questions will be closed at the same time as the proxy submission i.e. no later than **Friday, 18 June 2021 at 11.30 a.m.**

If you have any question for the Chairman/Board during the AGM, you may submit your question using the Messaging window facility which will be opened concurrently with the Virtual Meeting Portal, i.e. one (1) hour before the AGM, which is from **10.30 a.m. on Tuesday, 22 June 2021**.

The Chairman/Board will endeavour to respond to relevant questions during the AGM. If time is a constraint, the responses will be emailed to you at the earliest possible time after the conclusion of the AGM.

PROXY & LODGEMENT OF PROXY FORM

13. Members who are unable to participate in the AGM remotely, he/she is strongly encouraged to appoint the Chairman of the Meeting as his/her proxy and pre-casted the voting instructions in the Proxy Form.

14. The proxy form must be completed, signed and lodged with the Company via the following, no later than 11.30 a.m. on 18 June 2021:-
- By postal/courier/hand/fax/email deliver to Company's Share Registrar's Office at the following address:-
 Boardroom Share Registrars Sdn Bhd
 11th Floor, Menara Symphony,
 No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13,
 46200 Petaling Jaya, Selangor Darul Ehsan
 Fax No. : 03-7890 4670
 Email Address: bsr.helpdesk@boardroomlimited.com
 - Online via the Boardroom Smart Investor Portal at <https://boardroomlimited.my>, which is free and available to all individual Depositors. Kindly refer to the guidelines below to navigate through the portal:-

| Procedures | Actions |
|---|---|
| <p>Step 1 - Register Online with Boardroom Smart Investor Portal (for first time registration only)</p> <p><i>This is a ONE-TIME free registration. If you are already a registered user of Boardroom Smart Investor Portal, you need not register again and may proceed to Step 2 – eProxy Lodgement.</i></p> | <ol style="list-style-type: none"> Access website https://boardroomlimited.my Click <<Login>> and click <<Register>> to sign up as a user. Complete registration and upload softcopy of MyKad (front and back) or Passport in JPEG, PNG or PDF format. Please enter a valid email address and wait for email verification from Boardroom. Your registration will be verified and approved within one (1) business day and email notification will be provided to you. |
| <p>Step 2 – eProxy Lodgement</p> | <ol style="list-style-type: none"> Access website https://boardroomlimited.my Login with your User ID and Password given above. Go to “E-PROXY LODGEMENT” and browse the Meeting List for “LEBTECH BERHAD VIRTUAL ANNUAL GENERAL MEETING” and click “APPLY”. Read the terms & conditions and confirm the Declaration. Enter your CDS Account Number and indicate the number of securities. Appoint your proxy(ies) or the Chairman of the Meeting and enter the required particulars for your proxy(ies). <ol style="list-style-type: none"> Indicate your voting instructions – FOR or AGAINST or ABSTAIN, otherwise your proxy(ies) will decide your votes. Review and confirm your proxy(ies) appointment. Click submit. Download or print the eProxy Form acknowledgement. |

15. The lodging of the Form of Proxy shall not preclude you from personally participating remotely and voting at the AGM should you subsequently wish to do so.

Should you wish to personally participate remotely in the AGM, kindly register your intention to participate remotely via Boardroom Smart Investor Portal at <https://boardroomlimited.my> (Refer to Note 11 - Steps 1 to 3 above). Please note that upon your registration to personally participate remotely in the AGM, your earlier proxy appointment will be deemed revoked. Alternatively, please write in to bsr.helpdesk@boardroomlimited.com to revoke your earlier proxy appointment **no later than Friday, 18 June 2021 at 11.30 a.m.**

ENQUIRY

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

Boardroom Share Registrars Sdn Bhd (Registration Number: 199601006647 (378993-D))
 11th Floor, Menara Symphony,
 No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13,
 46200 Petaling Jaya,
 Selangor Darul Ehsan
 Tel: 603 7890 4700
 Fax: 603 7890 4670
 Email: bsr.helpdesk@boardroomlimited.com