



KKB ENGINEERING BERHAD

Registration No.: 19760100528 (26495-D)
(Incorporated in Malaysia)

17 June 2021

Dear Shareholders,

NOTIFICATION TO SHAREHOLDERS ON CHANGE ON MODE OF HOLDING THE FORTY-FIFTH ANNUAL GENERAL MEETING

On 18 May 2021, KKB Engineering Berhad ("the Company") had issued a Revised Notice of Annual General Meeting ("45th AGM") scheduled to be held at Grand Margherita Hotel, Jalan Tunku Abdul Rahman, 93100 Kuching, Sarawak on Monday, 28 June 2021 at 10.00 a.m.

Following Sarawak MCO 2021 from 1 June 2021 to 14 June 2021 and further extended to 28 June 2021, the Board of Directors of the Company has decided that the 45th AGM of the Company will be conducted on a **FULLY VIRTUAL BASIS** through **live streaming** and **online remote voting platform**. For avoidance of doubt, a physical 45th AGM of the Company will no longer be applicable.

Other than the changes as set out below, all the details and Agenda items as stated in the Revised Notice of the 45th AGM of the Company dated 18 May 2021 shall remain unchanged:

Date	:	Monday, 28 June 2021
Time	:	10.00 a.m.
Meeting Venue (new)	:	KKB Engineering Berhad Lot 865, Section 66, Jalan Kilang, Bintawa Industrial Estate 93450 Kuching, Sarawak, Malaysia
Meeting Platform (new)	:	https://sshsb.net.my/
Modes of Communication (new)	:	1. Typed text in Online Meeting Platform during the 45th AGM 2. Email questions to kkbeb@kkbeb.com.my prior to the 45th AGM meeting date

Please take note that the meeting venue is strictly for the purpose of compliance with Section 327(2) of the Companies Act 2016, which stipulates that the Chairman shall be at the main venue of the 45th AGM of the Company, and in accordance with Clause 20.2 of the Company's Constitution, which allows the members to participate in a general meeting at more than one (1) venue using any technology or method that allows all members of the Company to participate and to exercise the members' rights to speak and vote at the meeting. Participation by a member by using any technology or method shall be deemed as present at the said meeting and shall be counted towards the quorum notwithstanding the fact that he is not physically present at the main venue where the meeting is to be held. **No member or proxy or corporate representative shall be physically present or admitted at the meeting venue on the day of the 45th AGM.**

Please refer to the Administrative Guide enclosed to this Notification for further details in relation to the registration process and remote participation of the fully virtual 45th AGM of the Company, a copy of the same has been published on our website at <https://kkbeb.listedcompany.com/agm.html>. All details of the Meeting shall remain unchanged and valid, save for the meeting venue, meeting platform and the modes of communication of the Meeting. **Accordingly, no Revised Notice and/or Revised Proxy Form will be issued.**

The date of the General Meeting Record of Depositors stated as 12 May 2021 in the Revised Notice of the 45th AGM dated 18 May 2021 shall remain unchanged.

If you have any enquiry, please contact our Poll Administrator during office hours (Monday to Friday from 8:30 a.m. to 12:15 p.m. and 1:15 p.m. to 5:30 p.m., excluding public holidays):

Poll Administrator	:	SS E Solutions Sdn. Bhd.
Contact Person	:	1. Mr Wong Piang Yoong at +603-2084 9168 2. Ms Lee Pei Yeng at +603-2084 9169 3. Ms Rachael Ou at +603-2084 9161 4. Ms Evangeline Yeoh at +603-2084 9007
Email	:	eservices@sshsb.com.my

Yours faithfully,

For and on behalf of the Board of Directors
KKB ENGINEERING BERHAD

VOON JAN MOI (MAICSA 7021367)
SSM Practicing Certificate No.: 202008001906
Company Secretary



WHAT IS Securities Services e-Portal?

Securities Services e-Portal is an online platform that will allow both individual shareholders and body corporate shareholders through their appointed representatives, to -

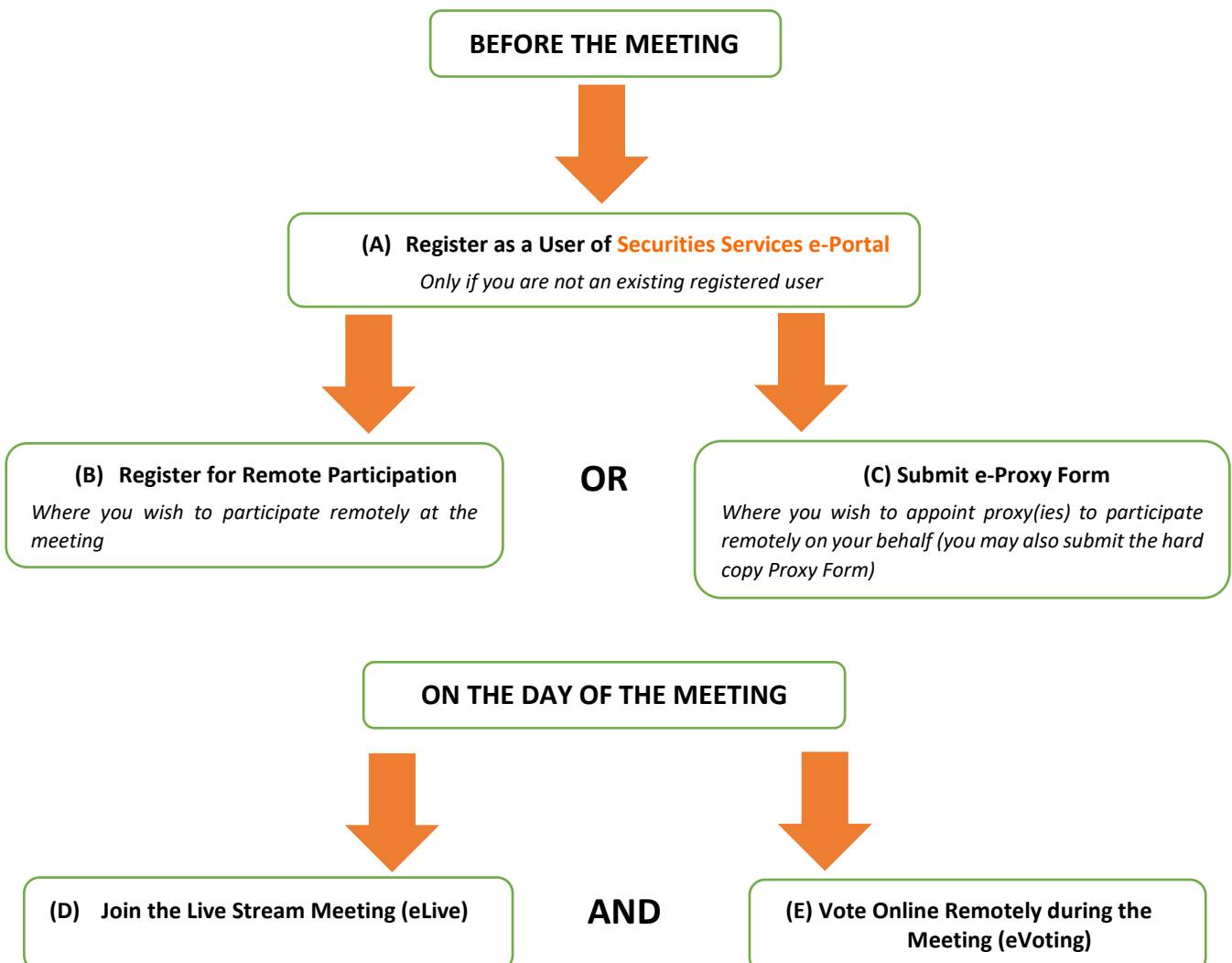
- Submit proxy form electronically – paperless submission
- Register for remote participation and voting at meetings
- Participate in meetings remotely via live streaming
- Vote online remotely on resolution(s) tabled at meetings (referred to as “e-Services”)

The usage of the e-Portal is dependent on the engagement of the relevant e-Services by KKB Engineering Berhad and is by no means a guarantee of availability of use, unless we are so engaged to provide. **All users are to read, agree and abide to all the Terms and Conditions of Use and Privacy Policy as required throughout the e-Portal.**

Please note that the e-Portal is best viewed on the latest versions of Chrome, Firefox, Edge and Safari.

REQUIRE ASSISTANCE?

Please contact Mr. Wong Piang Yoong (DID: +603 2084 9168) or Ms. Lee Pei Yeng (DID: +603 2084 9169) or Ms. Rachel Ou (DID: +603 2084 9161) or Ms. Evangeline Yeoh (DID: +603 2084 9007) or our general line (DID: +603 2084 9000) to request for e-Services Assistance during our office hours on Monday to Friday from 8:30 a.m. to 12:15 p.m. and from 1:15 p.m. to 5:30 p.m. Alternatively, you may email us at eservices@sshb.com.my.



BEFORE THE MEETING

(A) Sign up for a user account at **Securities Services e-Portal**

<p>Step 1 Visit https://sshsb.net.my/</p> <p>Step 2 Sign up for a user account</p> <p>Step 3 Wait for our notification email that will be sent within one (1) working day</p> <p>Step 4 Verify your user account within seven (7) days of the notification email and log in</p>	<ul style="list-style-type: none"> This is a ONE-TIME registration. If you already have a user account, you need not register again. Your email address is your User ID. Please proceed to either (B) or (C) below once you are a registered user.
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ALL SHAREHOLDERS MUST SIGN UP AS USER BY **24 JUNE 2021**

(B) Register for Remote Participation

Meeting Date and Time	Registration for Remote Participation Closing Date and Time
Monday, 28 June 2021 at 10:00 a.m.	Saturday, 26 June 2021 at 10:00 a.m.

- Log in to <https://sshsb.net.my/> with your registered email and password.
- Look for **KKB Engineering Berhad** under Company Name and **45th AGM on 28 June 2021 at 10:00 a.m. – Registration for Remote Participation** under Corporate Exercise / Event and click ">" to register for remote participation at the meeting.

- Step 1 Check if you are attending as –
- Individual shareholder
 - Corporate or authorised representative of a body corporate
- For body corporates, the appointed corporate/authorised representative has to upload the evidence of authority (e.g. Certificate of Appointment of Corporate Representative, Power of Attorney, letter of authority or other documents proving authority). All documents that are not in English or Bahasa Malaysia have to be accompanied by a certified translation in English in 1 file. The original evidence of authority and translation thereof, if required, have to be submitted to SS E Solutions Sdn Bhd at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan for verification before the registration closing date and time above.*
- Step 2 Submit your registration.

- A copy of your e-Registration for remote participation can be accessed via **My Records** (refer to the left navigation panel).
- Your registration will apply to **all the CDS account(s)** of each individual shareholder / body corporate shareholder that you represent. If you are both an individual shareholder and representative of body corporate(s), you need to register as an individual and also as a representative for each body corporate.
- As the meeting will be conducted on a fully virtual basis and only the Chairman and other essential individuals will be present at the meeting venue, we highly encourage all shareholders to remotely participate and vote at the meeting, failing which, please appoint the Chairman of the meeting as proxy or your own proxy(ies) to represent you.

(C) Submit e-Proxy Form

Meeting Date and Time	Proxy Form Submission Closing Date and Time
Monday, 28 June 2021 at 10:00 a.m.	Saturday, 26 June 2021 at 10:00 a.m.

- Log in to <https://sshsb.net.my/> with your registered email and password.
- Look for **KKB Engineering Berhad** under Company Name and **45th AGM on 28 June 2021 at 10:00 a.m. – Submission of Proxy Form** under Corporate Exercise / Event and click ">" to submit your proxy forms online for the meeting by the submission closing date and time above.

- Step 1 Check if you are submitting the proxy form as –
- Individual shareholder
 - Corporate or authorised representative of a body corporate
- For body corporates, the appointed corporate/authorised representative is to upload the evidence of authority (e.g. Certificate of Appointment of Corporate Representative, Power of Attorney, letter of authority or other documents proving authority). All documents that are not in English or Bahasa Malaysia have to be accompanied by a certified translation in English in 1 file. The original evidence of authority and translation thereof, if required, have to be submitted to SS E Solutions Sdn Bhd at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan for verification before the proxy form submission closing date and time above.*

- Step 2 Enter your CDS account number or the body corporate's CDS account number and corresponding number of securities. Then enter the information of your proxy(ies) and the securities to be represented by your proxy(ies).
You may appoint the Chairman of the meeting as your proxy where you are not able to participate remotely.
- Step 3 Proceed to indicate how your votes are to be casted against each resolution.
- Step 4 Review and confirm your proxy form details before submission.

- A copy of your submitted e-Proxy Form can be accessed via **My Records** (refer to the left navigation panel).
- You need to submit your e-Proxy Form for **every CDS account(s)** you have or represent.

PROXIES

All appointed proxies need not register for remote participation under (B) above but if they are not registered Users of the e-Portal, they will need to register as Users of the e-Portal under (A) above by **24 June 2021**. PLEASE NOTIFY YOUR PROXY(IES) ACCORDINGLY. Upon processing the proxy forms, we will grant the proxy access to remote participation at the meeting to which he/she is appointed for instead of the shareholder, provided the proxy must be a registered user of the e-Portal, failing which, the proxy will not be able to participate at the meeting as the meeting will be conducted on a fully virtual basis.

ON THE DAY OF THE MEETING

Log in to <https://sshsb.net.my/> with your registered email and password

(D) Join the Live Stream Meeting (eLive)

Meeting Date and Time	eLive Access Date and Time
Monday, 28 June 2021 at 10:00 a.m.	Monday, 28 June 2021 at 9:30 a.m.

- Look for **KKB Engineering Berhad** under Company Name and **45th AGM on 28 June 2021 at 10:00 a.m. - Live Stream Meeting** under Corporate Exercise / Event and click ">" to join the meeting.

- The access to the live stream meeting will open on the abovementioned date and time.
- If you have any questions to raise, you may use the text box to transmit your question. The Chairman/Board/Management/relevant adviser(s) will endeavour to broadcast your question and their answer during the meeting. Do take note that the quality of the live streaming is dependent on the stability of the internet connection at the location of the user.

(E) Vote Online Remotely during the Meeting (eVoting)

Meeting Date and Time	eVoting Access Date and Time
Monday, 28 June 2021 at 10:00 a.m.	Monday, 28 June 2021 at 10:00 a.m.

- If you are already accessing the Live Stream Meeting, click **Proceed to Vote** under the live stream player.
OR
- If you are not accessing from the Live Stream Meeting and have just logged in to the e-Portal, look for **KKB Engineering Berhad** under Company Name and **45th AGM on 28 June 2021 at 10:00 a.m. - Remote Voting** under Corporate Exercise / Event and click ">" to remotely cast and submit the votes online for the resolutions tabled at the meeting.

- Step 1 Cast your votes by clicking on the radio buttons against each resolution.
- Step 2 Review your casted votes and confirm and submit the votes.

- The access to eVoting will open on the abovementioned date and time.
- Your votes casted will apply throughout all the CDS accounts you represent as an individual shareholder, corporate / authorised representative and proxy. Where you are attending as a proxy, and the shareholder who appointed you has indicated how the votes are to be casted, we will take the shareholder's indicated votes in the proxy form.
- The access to eVoting will close as directed by the Chairman of the meeting.
- A copy of your submitted e-Voting can be accessed via **My Records** (refer to the left navigation panel).