



**BIOALPHA HOLDINGS BERHAD**  
**Registration No. 201101021398 (949536-X)**  
**(Incorporated in Malaysia)**

**NOTIFICATION TO SHAREHOLDERS IN RELATION TO THE CHANGE OF BROADCAST VENUE FOR THE TENTH ANNUAL GENERAL MEETING (“10TH AGM”) OF BIOALPHA HOLDINGS BERHAD (“BIOALPHA” OR “THE COMPANY”) TO THE ONLINE MEETING PLATFORM DUE TO THE FULL MOVEMENT CONTROL ORDER (“FMCO”)**

Dear Valued Shareholders of Bioalpha,

Reference is made to the Notice dated 28 May 2021 for the Tenth Annual General Meeting (“10<sup>th</sup> AGM”) of the Company to be held virtually via live streaming from the Broadcast Venue at No. 1, Jalan Perindustrian Suntrack, Hub Perindustrian Suntrack, Off Jalan P1A, Seksyen 13, Bandar Baru Bangi, 43000 Kajang, Selangor Darul Ehsan, Malaysia on Monday, 28 June 2021 at 10.00 a.m. and the announcement made by the Government of Malaysia on full lockdown in Malaysia starting from 1 June 2021 to 14 June 2021 which has now been extended to 28 June 2021 in order to contain the spread of the COVID-19 outbreak.

In view of this, the Securities Commission Malaysia has further revised its Guidance Note and FAQs on the conduct of General Meetings for Listed Issuers (“the Revised Guidance Note and FAQs”) to state that effective 1 June 2021, when a listed issuer conducts its general meeting during FMCO, the listed issuer is only allowed to conduct a fully virtual general meeting where all meeting participants are required to participate in the meeting online. Physical gatherings are prohibited. According to the Revised Guidance Note and FAQs, an online meeting platform can be recognised as the meeting venue or place under Section 327(2) of the Companies Act 2016 provided that the online platform is located in Malaysia.

The Board of Directors of Bioalpha wishes to inform that the Broadcast Venue of the 10<sup>th</sup> AGM of the Company shall be changed to Online Meeting Platform via the link at <https://web.vote2u.app> (Domain Registration No. with MYNIC - D6A471702) operated by Agmo Digital Solutions Sdn Bhd in Malaysia on **Monday, 28 June 2021 at 10.00 a.m.** as scheduled.

Apart from the change of Broadcast Venue to online meeting platform, all other information as stated in the Notice of 10<sup>th</sup> AGM of the Company dated 28 May 2021, Proxy Form and the Administrative Guide to the AGM issued on 28 May 2021 remains unchanged.

Due to the constantly evolving COVID-19 situation in Malaysia, we may be required to change the arrangements of the 10<sup>th</sup> AGM at short notice. Kindly check Bursa Malaysia Securities Berhad’s and Company’s website for the latest updates on the status of the 10<sup>th</sup> AGM.

Should you have any assistance on the above, kindly contact our Investor Relation at 03-8922 2286 or Share Registrar of the Company at 03-7890 4700.

We thank you for your continued support.

By order of the Board

TAN TONG LANG (SSM PC NO. 201908002253 / MAICSA 7045482)  
THIEN LEE MEE (SSM PC No. 201908002254 / LS0009760)  
Company Secretaries

Selangor Darul Ehsan  
Date: 21 June 2021

# **ADMINISTRATIVE GUIDE FOR SHAREHOLDERS**

## **BIOALPHA HOLDINGS BERHAD – 10<sup>th</sup> Annual General Meeting**

Virtual Meeting accessible at	:	Vote2U Online website at <a href="https://web.vote2u.app">https://web.vote2u.app</a>
Day, Date	:	Monday, 28 June 2021
Time	:	10.00 a.m. or at adjournment thereof
Broadcast Venue	:	No. 1, Jalan Perindustrian Suntrack, Hub Perindustrian Suntrack, Off Jalan P1A, Seksyen 13, Bandar Baru Bangi, 43000 Kajang, Selangor

In light of the coronavirus (COVID-19) outbreak, governmental decrees, and the encouragement of the Securities Commission Malaysia, as well as in the best interest of public health and the health and safety of our Board of Directors, employees and shareholders, the 10<sup>th</sup> Annual General Meeting (“**10<sup>th</sup> AGM**”) will be held virtually and online remote voting using the Remote Participation and Voting Facilities (“**RPV**”).

We strongly encourage our shareholders whose names appear on the Record of Depositors as at 22 June 2021 and holders of proxy for those shareholders to participate in the virtual AGM and vote remotely at this AGM. In line with the Malaysian Code on Corporate Governance Practice 12.3, this virtual AGM will facilitate greater shareholder’s participation (including posting questions to the Board of Directors and/or Management of the Company) and vote at the AGM without being physically present at the venue. For shareholders who are unable to participate in this virtual AGM, you may appoint proxy(ies) or the Chairman of the Meeting as your proxy to attend and vote on your behalf at the AGM.

Kindly note that the quality of the live streaming is highly dependent on the bandwidth and stability of the internet connection of the participants (shareholders and proxies). Hence, you are to ensure that internet connectivity throughout the duration of the meeting is maintained while using RPV provided by Agmo Digital Solutions Sdn. Bhd. (“**AGMO**”) via its **Vote2U Online** website at <https://web.vote2u.app>

### **PROCEDURES TO PARTICIPATE IN RPV**

Please follow the Procedure to Participate in RPV as summarized below:

#### **BEFORE AGM DAY**

##### **A: REGISTRATION**

###### **Individual Shareholders**

	<b>Description</b>	<b>Procedure</b>
i.	Shareholders to register with Vote2U online	The registration will open from the day of notice <ol style="list-style-type: none"><li>Access website at <a href="https://web.vote2u.app">https://web.vote2u.app</a></li><li>Click “<b>Sign Up</b>” to sign up as a user.</li><li>Read the ‘Privacy Policy’ and ‘Terms &amp; Conditions’ and indicate your acceptance of the ‘Privacy Policy’ and ‘Terms &amp; Conditions’ on a small box <input type="checkbox"/>. Then click “<b>Next</b>”.</li><li>*Fill-in your details (note: create your own password). Then click “<b>Continue</b>”.</li><li>Upload softcopy of your identification card (MYKAD) (front only) (for Malaysian) or Passport (for non-Malaysian).</li></ol>

		<p>f. Click "<b>Submit</b>" to complete the registration</p> <p>g. Your registration will be verified and an email notification will be sent to you. Please check your email.</p> <p><u>Note:</u> If you have registered as a user with Vote2U Online previously, you are not required to register again.</p> <p>*Check your email address is keyed in correctly. *Remember the password you have keyed-in.</p>
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**B: REGISTER PROXY**

**Individual Shareholder / Corporate Shareholder / Nominees Company**

	<b>Description</b>	<b>Procedure</b>
i.	Submit Form of Proxy (hardcopy)	<p>The closing time to submit your hardcopy Form of Proxy is at <b>10.00 a.m., Saturday, 26 June 2021</b></p> <p>a. *Fill-in details on the hardcopy Form of Proxy and ensure to provide the following information:</p> <ul style="list-style-type: none"> <li>o MYKAD (for Malaysian) / Passport (for non-Malaysian) number of the Proxy</li> <li>o *Email address of the Proxy</li> </ul> <p>b. Submit/Deposit the hardcopy Form of Proxy to <b>{insert address}</b></p> <p><u>Note:</u> After verification, an email notification will be sent to the Proxy and will be given a temporary password. The Proxy could use the temporary password to log in to Vote2U.</p> <p>*Check the email address of Proxy is written down correctly.</p>

Shareholders who appoint Proxy(ies) to participate the virtual AGM must ensure that the hardcopy Form of Proxy is submitted not less than 48 hours before the time for holding the meeting or any adjourned meeting at which the person named in the instrument proposes to vote and in default, the instrument of proxy shall not be treated as valid.

## ON AGM DAY

### A: WATCH LIVE STREAMING

#### Individual Shareholders & Proxies

	Description	Procedures
i.	Login to virtual meeting portal - Vote2U online & watch Live Streaming.	<p>The Vote2U online portal will open for log in starting from <b>9.00 a.m., Monday, 28 June 2021</b> one (1) hour before the commencement of the AGM.</p> <ol style="list-style-type: none"><li>Login with your email and password</li><li>Select the General Meeting event (for example, "Bioalpha EGM").</li><li>Check your details.</li><li>Click "<b>Watch Live</b>" button to view the live streaming.</li></ol>

### B: ASK QUESTION

#### Individual Shareholders & Proxies

	Description	Procedures
i.	Ask Question during AGM (real-time)	<p>Questions submitted online using <u>typed text</u> will be moderated before being forwarded to the Chairman to avoid repetition. Every question and message will be presented with the full name of the shareholder or proxy raising the question.</p> <ol style="list-style-type: none"><li>Click "<b>Ask Question</b>" button to post question(s).</li><li>Type in your question and click "<b>Submit</b>".</li></ol> <p>The Chairperson / Board of Director will endeavor to respond to questions submitted by remote shareholders and proxies during the EGM.</p>

### C: VOTING REMOTELY

#### Individual Shareholders & Proxies

	Description	Procedures
i.	Online Remote Voting	<p>Once the Chairman announces the opening of remote voting:</p> <ol style="list-style-type: none"><li>Click "<b>Confirm Details &amp; Start Voting</b>".</li><li>To vote, select your voting choice from the options provided. A confirmation screen will appear to show your selected vote. Click "<b>Next</b>" to continue voting for all resolutions.</li><li>To change your vote, click "<b>Back</b>" and select another voting choice.</li><li>After you have completed voting, a Voting Summary page appears to show all the resolutions with your voting choices. Click "<b>Confirm</b>" to submit your vote.</li></ol> <p>[Please note that you are <u>not able</u> to change your voting choices after you have confirmed and submitted your votes.]</p>

## **ADDITIONAL INFORMATION**

### **Voting Procedure**

Pursuant to Paragraph 8.31A of the ACE Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at the AGM will be conducted by poll. Poll administrator and Independent Scrutineers will be appointed to conduct the polling process and verify the results of the poll respectively.

### **Broadcast Venue**

Broadcast Venue means the place where the broadcasting is taking place to transmit or air the meeting online. It could be a studio or a meeting room.

Shareholders and proxies are not advisable to go to the broadcast venue as it is only a place where the meeting is broadcast for transmission online in the present of Chairman, Directors, Auditors, Company Secretary and senior management. No seating and refreshment will be arranged for shareholders and proxies at the broadcast venue when it is a fully virtual meeting.

If shareholders and proxies arrive at the broadcast venue, the management has the right to ask you to leave the broadcast venue in order to comply with the government decrees and S.O.Ps.

### **No Door Gift or e-Voucher or Food Voucher**

There will be no door gift or e-Voucher or food voucher given at this AGM.

### **Enquiry**

- a. If you have enquiry relating to the AGM Administrative Guide for Shareholders, please contact our **Investor Relation** during office hours:

Contact no. (603) 8922 2286

Email: [info@bioa.com.my](mailto:info@bioa.com.my)

- b. If you have enquiry relating to the RPV or encounters issues with the log in, steps to connect to live streaming and online voting:

Email: [vote2u@agmostudio.com](mailto:vote2u@agmostudio.com)