



CYL CORPORATION BERHAD
Registration No.: 200001013537 (516143-V)

**NOTIFICATION TO SHAREHOLDERS
ON THE CHANGE OF MODE OF CONDUCT AND VENUE OF
THE TWENTY-FIRST ANNUAL GENERAL MEETING (“21ST AGM”)
OF CYL CORPORATION BERHAD**

Dear Shareholders of CYL Corporation Berhad

Reference is made to the Notice of the 21st AGM of the Company dated 28 May 2021.

In consideration of the Securities Commission Malaysia’s revised Guidance Note and FAQs on the conduct of General Meetings for Listed Issuers (“the Revised Guidance Note and FAQs”) which is effective 1 June 2021 and the prevailing Standard Operating Procedures issued by Majlis Keselamatan Negara as at the date of this announcement, the Board of Directors (“the Board”) wishes to inform that the mode of conduct and venue of the 21st AGM of the Company, which will be held on **Monday, 26 July 2021 at 10.00 a.m.**, shall be changed as below:

	<u>From</u>	<u>To</u>
Mode of meeting	: Physical meeting	<i>Fully virtual meeting</i>
Venue of meeting	: Ballroom 2, LG Level Eastin Hotel 13, Jalan 16/11 Pusat Dagang Seksyen 16 46350 Petaling Jaya Selangor Darul Ehsan	<i>TIIH Online, provided by Tricor Investor & Issuing House Services Sdn. Bhd. in Malaysia via its website, https://tiih.online (Domain registration number with MYNIC: D1A282781)</i>

According to the Revised Guidance Note and FAQs, when a listed issuer conducts its general meeting during a total lockdown, the listed issuer is only allowed to conduct a fully virtual general meeting where all meeting participants including the Chairman of the meeting, board members, senior management and shareholders are required to participate in the meeting online. Physical gatherings no matter how small are prohibited. An online meeting platform can be recognised as the meeting venue or place under Section 327(2) of Companies Act 2016 provided that the online platform is located in Malaysia.

For the avoidance of doubt, **the physical meeting will no longer be held**. Shareholders are to attend, speak (by way of posing questions to the Board via real time submission of typed texts) and vote (collectively, “participate”) remotely at the 21st AGM of the Company through the Remote Participation and Voting (“RPV”) facilities provided by Tricor Investor & Issuing House Services Sdn. Bhd. via its TIIH Online website at <https://tiih.online>.

Please read the Revised Administrative Guide for the 21st AGM of the Company carefully for details on the registration process and procedures for RPV to participate remotely at the 21st AGM of the Company. The Revised Administrative Guide for the 21st AGM of the Company is also available at our website at <http://www.cylcorporation.com/newsroom.htm>.

Apart from the change of mode of conduct and venue of the 21st AGM of the Company, all information in the Notice of the 21st AGM of the Company dated 28 May 2021 remains unchanged.

Yours faithfully
CYL CORPORATION BERHAD
Chen Yat Lee
Managing Director

13 July 2021



CYL CORPORATION BERHAD
Registration No.: 200001013537 (516143-V)

**REVISED ADMINISTRATIVE GUIDE FOR THE
TWENTY-FIRST ANNUAL GENERAL MEETING (“21ST AGM”) OF
CYL CORPORATION BERHAD**

Date : **Monday, 26 July 2021**
Time : **10.00 a.m.**
Venue of meeting : **TIIH Online, provided by
Tricor Investor & Issuing House Services Sdn. Bhd.
in Malaysia via its website, <https://tiih.online>**

MODE OF MEETING

In line with the revised Guidance Note and FAQs on the conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia, the 21st AGM of the Company will be conducted on a **fully virtual basis** by way of live streaming and with online remote voting through the Remote Participation and Voting (“RPV”) facilities provided by Tricor Investor & Issuing House Services Sdn. Bhd. (“Tricor”) via its **TIIH Online** website at <https://tiih.online>.

RPV FACILITIES

Shareholders are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, “participate”) remotely at the 21st AGM of the Company using the RPV facilities provided by Tricor.

A shareholder who wishes to appoint a proxy to participate in the 21st AGM of the Company via RPV must ensure that the duly executed Proxy Form is deposited in a hard copy form or by electronic means to Tricor no later than **Saturday, 24 July 2021 at 10.00 a.m.** If you wish to participate in the 21st AGM of the Company personally, please do not submit any Proxy Form. You will not be allowed to participate in the 21st AGM of the Company together with a proxy appointed by you.

A corporate member that wishes to appoint an authorised representative to participate in the 21st AGM of the Company via RPV must deposit the ORIGINAL certificate of appointment of the authorised representative to Tricor no later than **Saturday, 24 July 2021 at 10.00 a.m.**

An attorney appointed by power of attorney is to deposit the power of attorney with Tricor no later than **Saturday, 24 July 2021 at 10.00 a.m.** in order to participate in the 21st AGM of the Company via RPV.

A shareholder who has appointed a proxy or an attorney or an authorised representative to participate in the 21st AGM of the Company remotely via RPV must request the proxy or attorney or authorised representative to register himself/herself for the RPV facilities at TIIH Online website at <https://tiih.online>. Please refer to the section on Procedures for RPV facilities.

Shareholders who are unable to participate in the 21st AGM of the Company personally may appoint the Chairman of the meeting as their proxy and indicate their voting instructions in the Proxy Form.

Please note that only a depositor whose name appears on the **Record of Depositors as at 16 July 2021** shall be entitled to attend or appoint a proxy to participate on his/her behalf at the 21st AGM of the Company.

PROCEDURES FOR RPV FACILITIES

Shareholders, proxies, authorised representatives or attorneys who wish to participate in the 21st AGM of the Company remotely using the RPV facilities are to follow the requirements and procedures summarised below:

BEFORE THE 21st AGM DAY

	Procedure	Action
(a)	Register as a user with TIIH Online	<ul style="list-style-type: none"> Using your computer, access the website at https://tiih.online. Register as a user under the “e-Services”. Refer to the tutorial guide posted on the homepage for assistance. Registration as a user will be approved within one (1) working day and you will be notified via email. If you are already a user with TIIH Online, you are not required to register again. You will receive an e-mail to notify you that the remote participation is available for registration at TIIH Online.
(b)	Submit your registration for RPV	<ul style="list-style-type: none"> Registration is open from Tuesday, 13 July 2021 until the day of the 21st AGM on Monday, 26 July 2021. Shareholders, proxies, authorised representatives or attorneys are required to pre-register their attendance for the 21st AGM to ascertain their eligibility to participate the 21st AGM using the RPV. Login with your user ID and password and select the corporate event: “(REGISTRATION) CYL 21st AGM”. Read and agree to the Terms & Conditions and confirm the Declaration. Select “Register for Remote Participation and Voting”. Review your registration and proceed to register. System will send an e-mail to notify that your registration for remote participation is received and will be verified. After verification of your registration against the General Meeting Record of Depositors as at 16 July 2021, the system will send you an e-mail after 24 July 2021 to approve your registration for remote participation and the procedures to use the RPV are detailed therein. In the event your registration is not approved, you will also be notified via email. <p><i>(Note: Please allow sufficient time for approval of new users of TIIH Online and registration for the RPV facilities).</i></p>

ON THE DAY OF THE 21ST AGM

	Procedure	Action
(a)	Login to TIIH Online	<ul style="list-style-type: none"> Login with your user ID and password for remote participation at the 21st AGM at any time from 9.00 a.m. i.e. 1 hour before the commencement of the 21st AGM on Monday, 26 July 2021 at 10.00 a.m..
(b)	Participate through Live Streaming	<ul style="list-style-type: none"> Select the corporate event: “(LIVE STREAM MEETING) CYL 21ST AGM” to engage in the proceedings of the 21st AGM remotely. If you have any question for the Chairman/ Board, you may use the query box to transmit your question. The Chairman/ Board will endeavor to respond to the questions submitted by remote participants during the 21st AGM. If there is time constraint, the responses will either be posted on the Company’s website or e-mailed after the meeting.
(c)	Online Remote Voting	<ul style="list-style-type: none"> Voting session will commence at 10.00 a.m. on Monday, 26 July 2021 until a time when the Chairman announces the end of the voting session. Select the corporate event: “(REMOTE VOTING) CYL 21ST AGM” or if you are on the live stream meeting page, you can select “GO TO REMOTE VOTING PAGE” button below the Query Box. Read and agree to the Terms & Conditions and confirm the Declaration. Select the CDS account that represents your shareholdings. Indicate your votes for the resolutions that are tabled for voting. Confirm and submit your votes.
(d)	End of remote participation	<ul style="list-style-type: none"> Upon the announcement by the Chairman on the closure of the 21st AGM, the live streaming will end.

Note to users of the RPV facilities:

- Should your registration for RPV be approved, we will make available to you, the rights to join the live stream meeting and vote remotely. Your login to TIIH Online on the day of the meeting will indicate your presence at the virtual meeting.
- The quality of your connection to the live broadcast is dependent on the bandwidth and stability of the internet at your location and the device you use.
- In the event you encounter any issues with logging-in, connection to the live stream meeting or online voting on the meeting day, kindly call the Tricor Help Line at 011-40805616 / 011-40803168 / 011-40803169 / 011-40803170 for assistance or send an e-mail to tiih.online@my.tricorglobal.com.

PROCEDURES FOR ELECTRONIC SUBMISSION OF PROXY FORM

The procedures to submit the Proxy Form electronically via Tricor's **TIIH Online** website are summarised below:-

Procedure		Action
i. Steps for Individual Shareholders		
(a)	Register as a User with TIIH Online	<ul style="list-style-type: none"> Using your computer, please access the website at https://tiih.online. Register as a user under the "e-Services" by selecting "Create Account by Individual Holder". Please do refer to the tutorial guide posted on the homepage for assistance. If you are already a user with TIIH Online, you are not required to register again.
(b)	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> After the release of the Notice of Meeting by the Company, login with your user name (i.e. email address) and password. Select the corporate event: "CYL 21ST AGM - SUBMISSION OF PROXY FORM". Read and agree to the Terms & Conditions and confirm the Declaration. Insert your CDS account number and indicate the number of shares for your proxy to vote on your behalf. Appoint your proxy and insert the required details of your proxy or appoint the Chairman as your proxy. Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote. Review and confirm your proxy appointment. Print proxy form for your record.
ii. Steps for Corporation or Institutional Shareholders		
(a)	Register as a User with TIIH Online	<ul style="list-style-type: none"> Access TIIH Online at https://tiih.online. Under e-Services, the authorised or nominated representative of the corporation or institutional shareholder selects "Create Account by Representative of Corporate Holder". Complete the registration form and upload the required documents. Registration will be verified, and you will be notified by email within one (1) to two (2) working days. Proceed to activate your account with the temporary password given in the email and re-set your own password. <p>Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact the persons under the "ENQUIRY" section below if you need clarification on the user registration.</p>

Procedure		Action
(b)	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> • Login to TIIH Online at https://tiih.online. • Select the corporate event: “CYL 21ST AGM - SUBMISSION OF PROXY FORM”. • Read and agree to the Terms & Conditions and confirm the Declaration. • Proceed to download the file format for “SUBMISSION OF PROXY FORM” in accordance with the Guidance Note set therein. • Prepare the file for the appointment of proxy by inserting the required data. • Submit the proxy appointment file. • Login to TIIH Online, select corporate event: “CYL 21ST AGM - SUBMISSION OF PROXY FORM”. • Proceed to upload the duly completed proxy appointment file. • Select “Submit” to complete your submission. • Print the confirmation report of your submission for your record.

For hard copy submission, the hard copy is to be deposited at Tricor's office located at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia no later than **Saturday, 24 July 2021 at 10.00 a.m.**

POLL VOTING

Voting at the 21st AGM of the Company will be conducted by poll in accordance with Paragraph 8.20A of Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor as Share Registrar to conduct the poll by way of electronic voting (e-voting).

Shareholders, proxies, authorised representatives or attorneys can proceed to vote on the resolutions at any time from the commencement of the 21st AGM of the Company till the end of the voting session which will be announced by the Chairman of the meeting. Kindly refer to the section on Procedures for RPV facilities for guidance on how to vote remotely via TIIH Online.

Upon completion of the voting session for the 21st AGM of the Company, the Scrutineers will verify the poll results and the Chairman will declare the poll results.

PRE-MEETING SUBMISSION OF QUESTION TO THE BOARD OF DIRECTORS

Shareholders may submit questions for the Board in advance of the 21st AGM of the Company via Tricor's TIIH Online website at <https://tiih.online> by selecting “e-Services” to login, posing the questions and submitting them electronically no later than **Saturday, 24 July 2021 at 10.00 a.m.** The Board will endeavor to answer the questions received at the 21st AGM of the Company.

DOOR GIFT/ FOOD VOUCHER

There will be no e-vouchers for attending the 21st AGM of the Company.

NO RECORDING OR PHOTOGRAPHY

Unauthorised recording and photography are strictly prohibited at the 21st AGM of the Company.

ENQUIRY

If you have any enquiries, please contact the following persons during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.

General Line : +603-2783 9299

Fax Number : +603-2783 9222

Email : is.enquiry@my.tricorglobal.com

Contact persons : Encik Ahmad Syafiq bin Shaharuddin
Encik Zulhafri bin Abdul Rahman