

**NOTICE OF THE SIXTEENTH (16TH) ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN** that the Sixteenth (16th) Annual General Meeting of Complete Logistic Services Berhad will be conducted on a fully virtual basis through live streaming and online participation and voting using Remote Participation and Voting ("RPV") facilities via meeting platform at <https://tiii.online> provided by Tricor Investor & Issuing House Services Sdn Bhd ("Tricor") in Malaysia on **Thursday, 9 September 2021 at 11.00 a.m.** or immediately after the conclusion or adjournment (as the case may be) of the Extraordinary General Meeting of the Company which will be held on the same day at 10.30 a.m., whichever is later for the following purposes:-

**AS ORDINARY BUSINESS**

1. To receive the audited financial statements for the financial year ended 31 March 2021 and the Reports of the Directors and Auditors thereon. *Please refer to Explanatory Note (1)*
2. To approve the following payments to Directors:
  - (i) Directors' fees for the Independent Non-Executive Directors not exceeding RM108,000 for the financial year ending 31 March 2022 (2021: RM88,781); **Ordinary Resolution 1**  
*Please refer to Explanatory Note (2)*
  - (ii) Meeting allowance for the Independent Directors for the period from 10 September 2021 until the next Annual General Meeting ("AGM") of the Company: **Ordinary Resolution 2**  
*Please refer to Explanatory Note (2)*

Position	Per Meeting Day
Board Committee Chairman	RM1,250
Independent Director	RM1,000
3. To re-elect the following Directors who retire pursuant to Article 131.1 of the Constitution of the Company:- **Ordinary Resolution 3**  
**Ordinary Resolution 4**
  - (i) Mr. Law Hee Ling
  - (ii) Ms. Chia Kah Ying
4. To elect the following Directors who retire pursuant to Article 116 of the Constitution of the Company:- **Ordinary Resolution 5**  
**Ordinary Resolution 6**  
**Ordinary Resolution 7**  
**Ordinary Resolution 8**
  - (i) Dato' Ong Chong Yi
  - (ii) Mr. Teh Li King
  - (iii) Mr. Yeoh Chin Hoe
  - (iv) Mr. Ronald Khoo Boo Soon
5. To re-appoint Crowe Malaysia PLT as Auditors of the Company and to authorise the Directors to fix their remuneration; **Ordinary Resolution 9**

**AS SPECIAL BUSINESS**

6. To consider and, if thought fit, to pass the following resolutions:
    - (A) Authority to Allot and Issue Shares Pursuant to Sections 75 and 76 of the Companies Act 2016 ("Act") - General Allotment **Ordinary Resolution 10**

"That pursuant to Sections 75 and 76 of the Act, full authority be and is hereby given to the Directors to issue shares of the Company from time to time upon such terms and conditions and for such purposes as the Directors may in their absolute discretion deem fit, provided that the aggregate number of shares to be issued pursuant to this resolution does not exceed ten percent (10%) of the total number of issued shares (excluding treasury shares) of the Company as at the date of this Annual General Meeting ("AGM") and that such authority shall continue in force until the conclusion of the next AGM of the Company, and that the Directors be and are hereby empowered to obtain the approval of Bursa Malaysia Securities Berhad ("Bursa Malaysia") for the listing of and quotation for the new shares so issued." (See Explanatory Note 4(i) on Special Business below);
    - (B) Authority to Allot and Issue Shares Pursuant to Sections 75 and 76 of the Act - Share Issuance Scheme ("SIS") Allotment **Ordinary Resolution 11**

"That pursuant to Sections 75 and 76 of the Act, full authority be and is hereby given to the Directors to issue shares in the Company from time to time under the existing SIS of the Company, provided that the aggregate number of shares to be issued under this resolution does not exceed the amount approved under the SIS and that such authority shall continue in force until the conclusion of the next AGM of the Company, and that the Directors be and are hereby empowered to obtain the approval of Bursa Malaysia for the listing of and quotation for the additional shares so issued". (see Explanatory Note 4(ii) on Special Business below);
    - (C) Proposed Renewal of Shareholders' Mandate to Enable the Company to Purchase up to 10% of its Total Number of Issued Shares ("Proposed Renewal of Share Buy-Back Authority") **Ordinary Resolution 12**

"That subject to the Act, rules, regulations and orders made pursuant to the Act, provisions of the Company's Constitution and the Main Market Listing Requirements ("MMLR") of Bursa Malaysia and any other relevant authority, the Company be and is hereby authorised to purchase and/or hold such amount of ordinary shares in the Company's issued share capital through Bursa Malaysia upon such terms and conditions as the Directors may deem fit in the interest of the Company provided that:-

      - (i) the aggregate number of shares so purchased and/or held pursuant to this ordinary resolution ("Purchased Shares") does not exceed ten percent (10%) of the total number of issued shares of the Company at any one time; and
      - (ii) the maximum amount of funds to be allocated for the Purchased Shares shall not exceed the retained profits of the Company;
      - (iii) the authority conferred by this ordinary resolution shall commence immediately upon the passing of this ordinary resolution and continue to be in force until:-
        - (a) the conclusion of the next AGM of the Company at which time the authority shall lapse unless by ordinary resolution passed at that meeting, the authority is renewed either unconditionally or subject to conditions; or
        - (b) the expiration of the period within which the next AGM of the Company is required by law to be held; or
        - (c) revoked or varied by ordinary resolution passed by the shareholders in general meeting,
 whichever occurs first.

That upon completion of the purchase(s) by the Company of its own shares, the Directors of the Company be and are hereby authorised to deal with the shares purchased in their absolute discretion in the following manner:-

      - (a) cancel all the shares so purchased; and/or
      - (b) retain the shares so purchased as treasury shares for distribution as dividend to shareholders and/or resell on the market of Bursa Malaysia; and/or
      - (c) retain part thereof as treasury shares and cancel the remainder.

(See Explanatory Note 4(iii) on Special Business below)
    - (D) Proposed Renewal of Existing Shareholders' Mandate for Recurrent Related Party Transactions ("RRPT") of a Revenue and/ or Trading Nature ("Proposed Shareholders' Mandate for RRPT"):- **Ordinary Resolution 13**

"That authority be and is hereby given in line with Paragraph 10.09 of the Listing Requirements of Bursa Malaysia Securities Berhad, for the Company, its subsidiaries or any of them to enter into any of the transactions falling within the types of the RRPT, particulars of which are set out in the Circular to Shareholders dated 11 August 2021 ("the Circular"), with the Related Parties as described in the Circular, provided that such transactions are of a revenue and/or trading nature, which are necessary for the day-to-day operations of the Company and/or its subsidiaries, within the ordinary course of business of the Company and/or its subsidiaries, made at arm's length basis and on normal commercial terms which are generally available to the public and are not detrimental to the minority shareholders of the Company;

That such authority shall commence immediately upon the passing of this ordinary resolution and continue in force until:-

      - (i) the conclusion of the next AGM of the Company following the general meeting at which the ordinary resolution for the Proposed Shareholders' Mandate for RRPT is passed, at which time it shall lapse, unless the authority is renewed by a resolution passed at that AGM; or
      - (ii) the expiry of the period within which the next AGM is required by law to be held but must not extend to such extension as may be allowed pursuant to Section 340(4) of the Act; or
      - (iii) revoked or varied by ordinary resolution passed by the shareholders of the Company in general meeting,
 whichever occurs first;

And that the Directors of the Company be authorised to complete and do all such acts and things (including executing all such documents as may be required) as they may consider expedient or necessary or give effect to the Proposed Shareholders' Mandate for RRPT". (See Explanatory Note 4(iv) on Special Business below);
7. To transact any other business of which due notice shall have been given in accordance with the Act.

By Order of the Board  
Complete Logistic Services Berhad

Henry Ng Heng Hooi (MAICSA 7048492) (SSM PC No. 202008002923)  
Maggie Wong Mee Kiat (MAICSA 7058813) (SSM PC No. 202008001958)  
Secretaries

Kuala Lumpur  
Dated: 11 August 2021

**EXPLANATORY NOTES**

1. Receiving of the Audited Financial Statements  
Item 1 of the Agenda is intended for discussion only as the provision of Section 340(1) of the Act does not require a formal approval of the shareholders of the Audited Financial Statements. As such this item is not put forward for voting.
2. Payment of Directors' Fees and Benefits  
Section 230(1) of the Act provides that the fees and any other benefits (including any compensation for loss of employment) payable to the directors of a company shall be approved by the members at a general meeting. The Board wishes to seek shareholders' approval for the following payment to the Non-Executive Directors:  
**Ordinary Resolution 1 - Proposed payment of Directors' fees for the Non-Executive Directors not exceeding RM108,000 for the financial year ending 31 March 2022 (2021: RM88,781);**  
The proposed Ordinary Resolution 1 is to seek shareholders' approval to facilitate the payment of Directors' fees on current year basis. In the event the Directors' fees proposed is insufficient, the Board will seek the approval of shareholders at the next AGM to authorise payment of the shortfall.  
**Ordinary Resolution 2 - Proposed payment of meeting allowance of RM1,250 per meeting day for the Board Committees Chairman and RM1,000 per meeting day for the other Independent Directors from 10 September 2021 until the next AGM of the Company. The meeting allowance will only be paid on the actual attendance of meetings by the Directors.**
3. Form of Proxy
  - (i) A member entitled to attend and vote at the meeting is entitled to appoint not more than two (2) proxies to attend and vote in his stead. There shall be no restriction as to the qualification of the proxy.
  - (ii) Where a member appoints more than one (1) proxy, the appointment shall be invalid unless he specifies the proportion of his shareholdings to be represented by each proxy.
  - (iii) A member who is an authorised nominee as defined under the Securities Industry (Central Depositories) Act 1991, may appoint one (1) proxy in respect of each securities account.
  - (iv) Where a member is an exempt authorised nominee which holds shares in the Company for multiple beneficial owners in one securities account ("omnibus account") as defined under the Securities Industry (Central Depositories) Act 1991, there is no limit to the number of proxies which the exempt authorised nominee may appoint in respect of each omnibus account it holds.
  - (v) The instrument appointing a proxy in the case of an individual shall be signed by the appointer or his attorney duly authorised in writing and in the case of a corporation, the instrument appointing a proxy must be under seal or under the hand of an officer or attorney duly authorised.
  - (vi) Only a member whose name appear in the Record of Depositors as at 2 September 2021 will be entitled to attend, speak and vote at the meeting or appoint a proxy to attend, speak and vote in his stead.
  - (vii) To be valid, the instrument appointing a proxy and the power of attorney or other authority must be deposited at the office of the Share Registrar, Tricor Investor & Issuing House Services Sdn. Bhd. at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur not less than 48 hours before the time for holding the meeting or 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.
  - (viii) Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, the ordinary resolution set out in this Notice will be put to vote by way of poll.
4. Explanatory Notes on Special Business:
  - (i) **Ordinary Resolution 10 - Proposed renewal of authority for Directors to issue shares-General Allotment**  
Ordinary Resolution 10 is proposed for the purpose of granting a renewal of the general mandate for the issuance of shares by the Company under Sections 75 and 76 of the Act. Ordinary Resolution 10, if passed, will give the Directors of the Company authority to issue not more than ten percent (10%) of the total number of issued shares in the Company at any time in their absolute discretion without convening a general meeting. The authorisation, unless revoked or varied by the Company at a general meeting, will expire at the conclusion of the next AGM of the Company. The Company did not issue any new shares pursuant to that mandate obtained as at the date of this notice. Ordinary Resolution 10 is a renewal of the general mandate. At this juncture, there is no decision to issue new shares. Should there be a decision to issue new shares after the general mandate is obtained, an announcement will be made to Bursa Malaysia by the Company in respect of the purpose and utilisation of proceeds arising from such issue.  
The general mandate, if granted, will provide flexibility to the Company for any possible funds raising activities, including but not limited to placement of shares, for the purpose of funding future investment project(s), working capital and/or acquisition(s).
  - (ii) **Ordinary Resolution 11 - Proposed authority for Directors to issue shares - SIS Allotment.**  
Ordinary Resolution 11 is proposed for the purpose of granting to Directors of the Company authority to allot and issue ordinary shares in the Company at any time to those employees who have exercised their options under the SIS.
  - (iii) **Ordinary Resolution 12 - Proposed renewal of share buy-back authority.**  
Ordinary Resolution 12, if passed, will enable the Company to utilise any of its surplus financial resources to purchase its own shares through Bursa Malaysia up to ten percent (10%) of the total number of issued shares of the Company. This authority will, unless revoked or varied at a general meeting, expire at the conclusion of the next AGM of the Company.  
Further information on the proposed renewal of the share buy-back authority are set out in the Statement to Shareholders of the Company dated 11 August 2021, which is dispatched together with the Company's 2021 Annual Report.
  - (iv) **Ordinary Resolution 13 - Proposed shareholders' mandate for RRPT.**  
Ordinary Resolution 13, if passed, is primarily to authorise the Company and/or its unlisted subsidiaries to enter into arrangements or transactions with Related Parties, particulars of which are set out in Section 4 of the Circular to Shareholders dated 11 August 2021, which is dispatched together with the Company's 2021 Annual Report, which are necessary for the day-to-day operations of the Group and are based on normal commercial terms that are not more favourable to the Related Parties than those generally made available to the public.  
Further information on the Proposed shareholders' mandate for RRPT are set out in the Circular to Shareholders of the Company dated 11 August 2021, which is dispatched together with the Company's 2021 Annual Report.



**COMPLETE LOGISTIC SERVICES BERHAD**  
(Registration No.: 200501034100 (716241-X))  
(Incorporated in Malaysia)

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

<b>Date</b>	<b>Time</b>	<b>Online Meeting Platform</b>
9 September 2021 (Thursday)	11:00 a.m. or immediately after the conclusion or adjournment of the extraordinary general meeting held on the same day at 10.30 a.m., whichever is later	<b>TIIH Online website at <a href="https://tiih.online">https://tiih.online</a> provided by Tricor Investor &amp; Issuing House Services Sdn. Bhd.</b>

**MODE OF MEETING**

In view of the COVID-19 pandemic and as part of safety measures, the AGM of CLSB will be conducted on a fully virtual manner through live streaming and online remote voting by using the Remote Participation and Voting (“RPV”) Facilities provided by Tricor Investor & Issuing House Services Sdn Bhd (“Tricor”) via its TIIH Online website in Malaysia at <https://tiih.online> (“Online Meeting Platform”).

In a fully virtual AGM, all meeting participants including the Chairperson of the meeting, Board members, Advisers, and Shareholders are required to participate in the meeting via the Online Meeting Platform. The Online Meeting Platform can be recognised as the main venue of the meeting under Section 327(2) of the Companies Act 2016 as the Online Meeting Platform is located in Malaysia.

**REMOTE PARTICIPATION AND VOTING FACILITIES (“RPV”)**

Shareholders are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, “participate”) remotely at the AGM using RPV facilities provided by Tricor Investor & Issuing House Services Sdn. Bhd. (“Tricor”) via its **TIIH Online** website at <https://tiih.online>.

A member who has appointed a proxy or authorised representative to participate at this AGM via RPV facilities must request his/her proxy or authorised representative to register himself/herself for RPV at Tricor’s TIIH Online website at <https://tiih.online>.

As the AGM will be held as a fully virtual meeting, shareholders who are unable to participate in this AGM may appoint the Chairman of the Meeting as his/her proxy and indicate the voting instructions in the Form of Proxy.

**PROCEDURES FOR RPV**

Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) who wish to participate in the AGM remotely using the RPV facilities are to follow the requirements and procedures as indicated below: -

	<b>Procedure</b>	<b>Action</b>
<b>BEFORE THE AGM DAY</b>		
(a)	Register as an user with Tricor’s TIIH Online website	<ul style="list-style-type: none"> <li>Using your computer, access the website at <a href="https://tiih.online">https://tiih.online</a> and register as an user under the “e-Services” select “<b>Create Account by Individual Holder</b>”. Kindly refer to the tutorial guide posted on the homepage for assistance.</li> <li>Registration as an user will be approved within one (1) working day and you will be notified via email.</li> <li>If you are already an user with Tricor’s TIIH Online website, you are not required to register again. You will receive an <b>e-mail to notify</b> you that the remote participation is available for registration at Tricor’s TIIH Online website.</li> </ul>
(b)	Submit your registration for RPV	<ul style="list-style-type: none"> <li><b>Registration is open from Wednesday, 11 August 2021 until the day of AGM on Thursday, 9 September 2021.</b> Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the AGM to ascertain their eligibility to participate in the AGM using the RPV.</li> <li>Login with your user ID and password and select the corporate event: “<b>(REGISTRATION) CLSB AGM 2021</b>”.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select “Register for Remote Participation and Voting”.</li> </ul>

	Procedure	Action
		<ul style="list-style-type: none"> <li>Review your registration and proceed to register.</li> <li>System will send an <b>e-mail to notify</b> that your registration for remote participation is received and will be verified.</li> <li>After verification of your registration against the General Meeting Record of Depositors dated <b>2 September 2021</b>, the system will send you an <b>e-mail after 7 September 2021 to approve or reject</b> your registration for remote participation.</li> </ul> <p><i>(Note: Please allow sufficient time for approval of new user of TIIH Online and register for the RPV).</i></p>
<b>ON THE DAY OF THE AGM (THURSDAY, 9 SEPTEMBER 2021)</b>		
(c)	Login to Tricor's TIIH Online website	<ul style="list-style-type: none"> <li>Login with your user ID and password for remote participation at the AGM at any time from one (1) hour before the commencement of the AGM on Thursday, 9 September 2021 at 11:00 a.m. or immediately after the conclusion or adjournment (as the case may be) of the extraordinary general meeting held on the same day at 10.30 a.m. ("EGM"), whichever is later.</li> </ul>
(d)	Participate through Live Streaming	<ul style="list-style-type: none"> <li>Select the corporate event: "<b>(LIVE STREAM MEETING) CLSB AGM 2021</b>" to engage in the proceedings of the AGM remotely.</li> <li>If you have any question for the Chairman/Board, you may use the query box to transmit your question. The Chairman/Board will endeavour to respond to questions submitted by you during the AGM. If there is time constraint, the responses will be e-mailed to you at the earliest possible, after the meeting.</li> </ul>
(e)	Online Remote Voting	<ul style="list-style-type: none"> <li>Voting session commences from 11:00 a.m. or immediately after the conclusion or adjournment of the EGM, whichever is later, on Thursday, 9 September 2021 until a time when the Chairman announces the end of the voting session.</li> <li>Select the corporate event: "<b>(REMOTE VOTING) CLSB AGM 2021</b>" or if you are on the live stream meeting page, you can select "<b>GO TO REMOTE VOTING PAGE</b>" button below the Query Box.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select the CDS account that represents your shareholdings.</li> <li>Indicate your votes for the resolutions that are tabled for voting.</li> <li>Confirm and submit your votes.</li> </ul>
(f)	End of remote participation	<ul style="list-style-type: none"> <li>Upon the announcement by the Chairman on the closure of the AGM, the live streaming will end.</li> </ul>

**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 streamed meeting and to vote remotely. Your login to Tricor's TIIH Online on the day of 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 streamed meeting or online voting, kindly call Tricor Help Line at 011-40805616 / 011-40803168 / 011-40803169 / 011-40803170 or e-mail to [tiih.online@my.tricorglobal.com](mailto:tiih.online@my.tricorglobal.com) for assistance.

**PRE-MEETING SUBMISSION OF QUESTION TO THE BOARD OF DIRECTORS**

Shareholders may submit questions for the Board in advance of the AGM via Tricor's **TIIH Online** website at <https://tiih.online> by selecting "e-Services" to login, pose questions and submit electronically no later than **Tuesday, 7 September 2021 at 11:00 a.m.** The Board will endeavour to answer the questions received at the AGM.

**ENTITLEMENT TO PARTICIPATE /GENERAL MEETING RECORD OF DEPOSITORS ("ROD")**

Only a depositor whose name appears on the ROD as at **2 September 2021** shall be entitled to attend, speak and vote at the AGM or appoint proxy(ies)/corporate representative(s)/attorney(s) to attend and/or vote on his/her behalf.

## APPOINTMENT OF PROXY OR ATTORNEY OR CORPORATE REPRESENTATIVE

Shareholders who appoint proxy(ies) to participate via RPV at the AGM must ensure that the duly executed Form of Proxy are deposited in a hard copy form or by electronic means to Tricor no later than **Tuesday, 7 September 2021 at 11:00 a.m.**

The appointment of a proxy may be made in a hard copy form or by electronic means in the following manner: -

(i) **In hard copy form**

In the case of an appointment made in hard copy form, the Form of Proxy must be deposited with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn Bhd, Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.

(ii) **By electronic form**

The Form of Proxy can be electronically lodged with the Share Registrar of the Company via TIIH Online at <https://tiih.online>. Kindly refer to the Administrative Guide on the procedures for electronic lodgement of Form of Proxy via TIIH Online.

	Procedure	Action
<b>i. Steps for Individual Members</b>		
(a)	Register as a User with Tricor's TIIH Online website	<ul style="list-style-type: none"> <li>Using your computer, please access the website at <a href="https://tiih.online">https://tiih.online</a> Register as a user under the "e-Services". Please do refer to the tutorial guide posted on the homepage for assistance.</li> <li>If you are already a user with TIIH Online, you are not required to register again.</li> </ul>
(b)	Proceed with submission of Form of Proxy	<ul style="list-style-type: none"> <li>After the release of the Notice of Meeting by the Company, login with your user name (i.e. email address) and password.</li> <li>Select the corporate event: "<b>CLSB AGM 2021 – Submission of Proxy Form</b>".</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Insert your CDS account number and indicate the number of shares for your proxy(ies) to vote on your behalf.</li> <li>Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote.</li> <li>Review and confirm your proxy(ies) appointment.</li> <li>Print Form of Proxy for your record.</li> </ul>
<b>ii. Steps for Corporation or Institutional Members</b>		
(a)	Register as an User with Tricor's TIIH Online website	<ul style="list-style-type: none"> <li>Access TIIH online at <a href="https://tiih.online">https://tiih.online</a></li> <li>Under e-Services, the authorised or nominated representative of the corporation or institutional member selects "<b>Create Account by Representative of Corporate Holder</b>".</li> <li>Complete the registration form and upload the required documents.</li> <li>Registration will be verified, and you will be notified by email within one (1) to two (2) working days.</li> <li>Proceed to activate your account with the temporary password given in the email and re-set your own password.</li> </ul> <p><i>(Note: The representative of a corporation or institutional member must register as a user in accordance with the above steps before he/she can subscribe to this corporate member electronic proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.)</i></p>

(b)	Proceed with submission of Form of Proxy	<ul style="list-style-type: none"> <li>• Login to Tricor’s TIIH Online website at <a href="https://tiih.online">https://tiih.online</a></li> <li>• Select the corporate event: “<b>CLSB AGM 2021 – Submission of Proxy Form</b>”.</li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>• Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein.</li> <li>• Prepare the file for the appointment of proxies by inserting the required data.</li> <li>• Proceed to upload the duly completed proxy appointment file.</li> <li>• Select “Submit” to complete your submission.</li> <li>• Print the confirmation report of your submission for your record.</li> </ul>
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## POLL VOTING

The voting at the AGM will be conducted by poll in accordance with Paragraph 8.29A(1) of Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor as Poll Administrator to conduct the poll by way of electronic voting (e-voting).

Shareholders or proxy(ies) or corporate representative(s) or attorney(s) can proceed to vote on the resolutions at any time from 11.00 a.m. or immediately after the conclusion or adjournment of the EGM, whichever is later, on **Thursday, 9 September 2021** but before the end of the voting session which will be announced by the Chairman of the Meeting. Kindly refer to item (e) of the above Procedures for RPV for guidance on how to vote remotely from Tricor’s **TIIH Online** website at <https://tiih.online>.

Upon completion of the voting session for AGM, the Scrutineers will verify the poll results followed by the Chairman’s declaration whether the resolutions are duly passed.

## NO RECORDING OR PHOTOGRAPHY

By participating at the AGM, you agree that no part of the AGM proceedings may be recorded, photographed, stored in any retrieval systems, reproduced, transmitted or uploaded in any form, platform or social media or by any means whether it is mechanical, electronical, photocopying, recording or otherwise without the prior written consent of the Company. The Company reserves the rights to take appropriate legal actions against anyone who violates this rule.

## ENQUIRY

If you have any enquiries on the above, 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): -

### Share Registrar - Tricor Investor & Issuing House Services Sdn. Bhd.

General Line : +603-2783 9299  
Fax Number : +603-2783 9222  
Email : [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com)

### Contact persons

Ms Christine Cheng : +603 2783 9265 / Email : [Christine.Cheng@my.tricorglobal.com](mailto:Christine.Cheng@my.tricorglobal.com)  
Mr Ang Wai Meng : +603 2783 9281 / Email : [Wai.Meng.Ang@my.tricorglobal.com](mailto:Wai.Meng.Ang@my.tricorglobal.com)  
Pn Azizah Kadir : +603 2783 9260 / Email : [Azizah@my.tricorglobal.com](mailto:Azizah@my.tricorglobal.com)