

(Company No. 199701027444 (442942-H)) (Incorporated in Malaysia)

#### NOTICE OF TWENTY-FOURTH ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the Twenty-Fourth Annual General Meeting of the Company will be held on a fully virtual basis through live streaming and online remote voting using the Remote Participation and Voting ("RPV") facilities provided by Tricor Investor & Issuing House Services Sdn Bhd at <a href="https://tiih.online">https://tiih.online</a> on Monday, 27th September 2021 at 10.00 a.m. for the purpose of transacting the following business:-

AGENDA

#### ORDINARY BUSINESS

2

- NARY BUSINESS
  To receive the Audited Financial Statements for the financial year ended 31 March 2021 together with the Directors' and Auditors' Reports thereon.

  \*\*Please refer to Explanatory\*\*
  Notes of this Notice. To approve the Directors' Fees of RM264,000 and benefits payable for the period from 28 September 2021 up to the next Annual General Meeting of the Company to be held in 2022.
- To re-elect Datuk Tan Kok who is retiring in accordance with Clause 88 of the Company's Constitution.
- To re-elect Ms. Tan Chee Huey who is retiring in accordance with Clause 88 of the Company's Constitution. To re-elect Mr. Choo Seng Choon who is retiring in accordance with Clause 91 of the Company's Constitution

To re-appoint Messrs, Ernst & Young PLT as the External Auditors and to authorize the Board of Directors to fix their remuneration. SPECIAL BUSINESS

#### To consider and, if thought fit, to pass with or without modifications, the following Resolutions:-

#### nary Resolution **Authority For Directors To Allot And Issue Shares**

Authority For Directors To Allot And Issue Shares
"THAT pursuant to Section 75 and 76 of the Companies Act 2016 and subject to the approval of the relevant authorities, the Directors
be and are hereby empowered to allot and issue shares in 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 does not
exceed 20% of the total issued share capital of the Company for the time being and that the Directors, be and hereby empowered to obtain
necessary approval for the listing and quotation of the additional shares so issued on the Bursa Malaysia Securities Berhad AND THAT such
authority conferred by this ordinary resolution shall commence upon passing this ordinary resolution until the conclusion of the next Annual
General Meeting of the Company." ary Resolution

Resolution 2

Resolution 3

Resolution 5

#### ority for Share Buy-Back

"THAT subject to the Companies Act 2016, provisions of the Company's Constitution and the Main Market Listing Requirements of Bursa Malaysia Securities Berhad ("Bursa Securities") and any applicable laws, regulations and guidelines issued by other regulatory authorities, and the approvals of all relevant governmental and/or regulatory authorities, the Company be and is hereby authorized to purchase and/or hold such amount of its ordinary shares on the market of Bursa Securities at any time upon such terms and conditions as the Directors in their absolute discretion deem fit and expedient in the best interest of the Company provided that:

- the aggregate number of shares which may be purchased and/or held by the Company shall not exceed 10% of the total issued share capital of the Company; (a)
- the maximum amount of funds to be allocated by the Company for the purpose of purchasing its shares shall not exceed the retained earnings of the Company based on the latest audited financial statements; (b)
- upon completion of the purchase(s) of the shares by the Company, the shares shall be dealt with in the following manner; (c)
  - to cancel the shares so purchased; or
  - to retain the shares so purchased in treasury, either to be distributed as dividends to the shareholders of the Company and/or to be resold on the market of Bursa Securities; or (ii)
  - (iii) to retain part of the shares so purchased as treasury shares and cancel the remainder; or
- any combination of the three. AND THAT the authority conferred by this resolution will be effective upon the passing of this resolution and will continue to be in force
- until
- the conclusion of the next Annual General Meeting ("AGM") of the Company at which time it will lapse, unless the autho renewed by a resolution passed at a general meeting, either unconditionally or subject to conditions; or (a)
- (h) the expiration of the period within which the next AGM of the Company is required by law to be held; or
- revoked or varied by ordinary resolution passed by the shareholders of the Company in a general meeting;

whichever occurs first, but not as to prejudice the completion of purchase(s) by the Company before the aforesaid expiry date, and in any event, in accordance with the provisions of the guidelines issued by Bursa Securities or any other relevant authorities, relevant requirements and guidelines

AND FURTHER THAT authority be and is hereby given to the Directors of the Company to do all such acts, deeds and things as they may consider expedient or necessary in the best interest of the Company (including executing all such documents as may be required) to give full effect to the purchase by the Company of its own shares with full power to assent to any condition, variation, modification and/or amendment as may be required by any relevant authorities and to deal with all matters relating thereto and take all steps and do all acts and things in any manners as they may deem necessary in the interest of the Company." ANY OTHER BUSINESS

To transact any other business of the Company of which due notice shall have been given in accordance with the Company's Constitution and the Companies Act 2016.

By Order Of the Board LTKM BERHAD

NG YIM KONG

Dated: 27 August 2021 Selangor Darul Ehsan

#### NOTES:

- The 24<sup>th</sup> AGM will be held on a fully virtual basis through live streaming and online remote voting using the Remote Participation and Voting ("RPV") facilities provided by Tricor Investor & Issuing House Services San Bhd at <a href="https://tiin.online.">https://tiin.online.</a> Please follow the procedures in the Administrative Guide for the 24<sup>th</sup> AGM for shareholders to register, participate and vate remotely via PRV facilities. The Administrative Guide for the 24<sup>th</sup> AGM is available on the Company's website at <a href="https://www.ltkm.com.my/24th-agm">https://www.ltkm.com.my/24th-agm</a> and Bursa Maloysia's website at <a href="https://www.ltkm.com.my/24th-agm">www.bussamaloysia.com</a> together with the Company's Notice of the 24<sup>th</sup> AGM. A member of the Company entitled to attend, speak and vote at the meeting of the Company, or at a meeting of any class of members of the Company, shall be entitled to appoint an person as his proxy to attend, speak, participate, and vote on his/her behalf. The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding h)
- c)
- A member holding one thousand (1,000) ordinary shares or less may appoint only one (1) proxy to attend and vote at a general meeting who shall represent all the shares held by such member. A member holding more than one (1,000) ordinary shares may appoint up to ten (10) proxies to vote at the same meeting and each proxy appointed shall represent a minimum of one thousand (1,000) shares.
- d) e)
- A Praxy may but need not be a member of the Company.

  A Form of Proxy shall be signed by the appointor or his(her) attorney duly authorised in writing or, if the member is a corporation, must be executed under its common seal or by its duly authorised attorney or officer. f)
- Where a member of the Company is an exempt authorised nominee which holds ordinary shares in the Company for multiple beneficial owners in one securities account ("omnibus account"), there is no limit to the number of proxies which the exempt authorised nominee may appoint in respect of each omnibus account it holds.

  The appointment of proxy may be made in a hardcopy form or by electronic means as follows and must be deposited with the Share Registrar of the Company, Tricor Investor & Issuing House Services Safa Bhd ("Tricor"), not less than forty-eight (48) hours before the time for holding this meeting or any adjournment thereof. Otherwise the instrument of proxy should not be treated excited. a)
- be treated as valid. In Hardcopy Form (a)

The Form of Proxy must be deposited at Tricor's office at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, or drop the Form of Proxy at Tricor's Customer Service Centre, Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.

By Electronic Lodgement (b)

The Form of Proxy can be electronically submitted to Tricor via TIIH Online at https://tiih.online and steps to submit are summarized in the Administrative Guide for the 24th AGM.

Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions set out in this Notice will be put to vote by poll. tory Notes

# Exp

#### Audited Financial Statements for the financial year ended 31 March 2021

This item of the agenda is meant for discussion only as the provision of Sections 248(2) and 340(1) of the Companies Act 2016 does not require a formal approval of the Shareholders for the Audited Financial Statements. Hence, this item of the agenda is not subject to voting.

Item 1 of the Agenda – Ordinary Business

# Item 7 of the Agenda – Special Business Authority for Directors to Allot and Issue Shares

The proposed Resolution 6, is to seek a general mandate to empower the Directors of the Company pursuant to Sections 75 and 76 of the Companies Act 2016, to issue and allot shares at any time to such person in their absolute discretion without convening a general meeting provided that the aggregate number of the shares issued does not exceed 20 total number of issued shares of the Company at time being. This authority, unless revoked or varied at a general meeting, will expire at the next Annual General Meeting.

The 20% General Mandate is pursuant to temporary relief measures due to Covid-19 pandemic issued by Bursa Malaysia Securities on 16 April 2020. The temporary relief may be utilised until 31 December 2021, and thereafter, unless extended by Bursa Malaysia Securities Berhad, the 10% limit according to paragraph 6.03 of the Main Market Listing Requirement of Bursa Malaysia Securities Berhad will be reinstated.

The Boards of Directors of the Company is of the view that the proposed 20% General Mandate is in the best interest of the Company and its shareholders as the 20% General Mandate will give the Directors flexibility and cost effectively to raise funds quickly and efficiently during this challenging time to ensure the long term sustainability of the Company and safeguard the interest of the Company and the shareholders.

Up to the date of this Notice, 13,010,000 new ordinary shares were issued by way of private placement ("Private Placement") pursuant to the mandate granted to the Directors at the 23<sup>st</sup> AGM held on 8 September 2020. The gross proceeds raised from the Private Placement was RM11,643,950.

## Item 8 of the Agenda – Special Bu

#### Proposed Renewal of Authority for Share-Buy-Back

The proposed Resolution 7, if passed will empower the Company to purchase and/or hold up to 10 % of the issued share capital (excluding treasury shares) of the Company. This authority, unless revoked or varied by the Company at a general meeting, will expire at the next Annual General Meeting. Please refer to the Statement to Shareholder in Relation to the Proposed Renewal of Authority for Share-Buy-Back on pages 118 to 121 of the Annual Report 2021 for further information

#### GENERAL MEETING RECORD OF DEPOSITORS

For the purpose of determining a member who shall be entitled to attend the Twenty-Fourth Annual General Meeting, the Company will request Bursa Malaysia Depository Sdn Bhd in accordance with Clause 35 of the Company's Constitution and Section 34(1) of the Securities Industry (Central Depositories) Act 1991, to issue a General Meeting Record of Depositors as at 17 September 2021 Only depositors whose name appears on the Record of Depositors as at 17 September 2021 shall be entitled to attend the 24° AGM or to appoint proxy/proxies to attend and/or to vote in his/her stead.



(Company No: 199701027444 (442942-H))

#### ADMINISTRATIVE GUIDE FOR THE TWENTY-FOURTH ANNUAL GENERAL MEETING (24th AGM)

Date and time : Monday, 27 September 2021 at 10.00 a.m.

Online Meeting : TIIH Online website at <a href="https://tiih.online">https://tiih.online</a> provided by Tricor Investor & Issuing

Platform House Services Sdn Bhd in Malaysia

#### 1. MODE OF MEETING

In view of the COVID-19 outbreak and as part of the safety measures, the Twenty-Fourth Annual General Meeting ("24<sup>th</sup> AGM") of the Company will be conducted on a fully virtual basis through live streaming and remote voting using the remote participation and voting facilities via TIIH Online website at <a href="https://tiih.online">https://tiih.online</a> provided by Tricor Investor & Issuing House Services Sdn Bhd. This is line with the latest revised Guidance Note on the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia on 16 July 2021, including any amendment that may be made from time to time.

Due to the constant evolving COVID-19 situation in Malaysia, we may be required to change the arrangements of our 24<sup>th</sup> AGM at short notice. Kindly check the Company's website or announcements for the latest updates on the status of the 24<sup>th</sup> AGM. The Company will continue to observe the guidelines issued by the Ministry of Health and will take all relevant precautionary measures as advised.

#### 2. REMOTE PARTICIPATION AND VOTING FACILITIES ("RPV")

- i) Shareholders are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, "participate") remotely at the 24<sup>th</sup> AGM using RPV facilities provided by Tricor Investor & Issuing House Services Sdn. Bhd. ("Tricor") via its TIIH Online website at <a href="https://tiih.online">https://tiih.online</a>.
- ii) A shareholder who has appointed a proxy or attorney or authorised representative to participate at this 24<sup>th</sup> AGM via RPV facilities must request his/her proxy or attorney or authorised representative to register himself/herself for RPV at Tricor's TIIH Online website at <a href="https://tiih.online.">https://tiih.online.</a>
- iii) As the 24<sup>th</sup> AGM will be held as a fully virtual meeting, shareholders who are unable to participate in this 24<sup>th</sup> AGM may appoint the Chairman of the Meeting as his/her proxy and indicate the voting instructions in the Form of Proxy.

#### 3. PROCEDURES FOR RPV

Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) who wish to participate in the 24<sup>th</sup> AGM remotely using the RPV facilities are to follow the requirements and procedures as indicated below: -

# 3. PROCEDURES FOR RPV (continued)

	Procedure	Action
(i)	BEFORE THE AGM DAY	
(a)	Register as an user with Tricor's TIIH Online website	<ul> <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 "Create     Account by Individual Holder". 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 e-mail to notify you that the remote participation is available for registration at Tricor's TIIH Online website.</li> </ul>
(b)	Submit your registration for RPV	<ul> <li>Registration is open from 10.00 a.m. Friday, 27 August 2021 until the day of 24<sup>th</sup> AGM, Monday, 27 September 2021. Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the 24<sup>th</sup> AGM to ascertain their eligibility to participate in the 24<sup>th</sup> AGM using the RPV.</li> <li>Login with your user ID and password and select the corporate event: "(REGISTRATION) LTKM 24TH AGM".</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select "Register for Remote Participation and Voting".</li> <li>Review your registration and proceed to register.</li> <li>System will send an e-mail to notify 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 17 September 2021, the system will send you an e-mail after 25 September 2021 to approve or reject your registration for remote participation.</li> <li>(Note: Please allow sufficient time for approval of new user of TIIH Online and register for the RPIV)</li> </ul>
/···\	ON THE DAY OF THE ACAA	Online and register for the RPV).
(ii)		MONDAY, 27 SEPTEMBER 2021)
(c)	Login to Tricor's TIIH Online website	<ul> <li>Login with your user ID and password for remote participation at the 24<sup>th</sup> AGM at any time from 9.00 a.m. i.e. 1 hour before the commencement of the 24<sup>th</sup> AGM on Monday, 27 September 2021 at 10.00 a.m</li> </ul>
(d)	Participate through Live Streaming	<ul> <li>Select the corporate event: "(LIVE STREAM MEETING) LTKM 24TH AGM" to engage in the proceedings of the 24<sup>th</sup> 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 24<sup>th</sup> AGM. If there is time constraint, the responses will be emailed to you at the earliest possible, after the meeting.</li> </ul>

### **3. PROCEDURES FOR RPV** (continued)

	Procedure	Action	
(ii)	ON THE DAY OF THE AGM (MONDAY, 27 SEPTEMBER 2021) (continued)		
(e)	Online Remote Voting	<ul> <li>Voting session commences from 10.00 a.m. on 27 September 2021 until a time when the Chairman announces the end of the voting session.</li> <li>Select the corporate event: "(REMOTE VOTING) LTKM 24TH AGM" or if you are on the live stream meeting page, you can select "GO TO REMOTE VOTING PAGE" 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> <li>Upon the announcement by the Chairman on the closure of the 24<sup>th</sup> AGM, the live streaming will end.</li> </ul>	

#### Notes to users of the RPV:

- 1. Should your registration for RPV be approved, we will make available to you the rights to join the live stream meeting and to vote remotely. Your login to TIIH Online on the day of meeting will indicate your presence at the virtual meeting.
- **2.** 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.
- 3. 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 Tricor Help Line at +6011-40805616 / +6011-40803168 / +6011-40803169 / +6011-40803170 or e-mail to <a href="mailto:tiih.online@my.tricorglobal.com">tiih.online@my.tricorglobal.com</a> for assistance.

### 4. PRE-MEETING SUBMISSION OF QUESTION TO THE BOARD OF DIRECTORS

Shareholders may submit questions for the Board in advance of the 24<sup>th</sup> AGM via Tricor's **TIIH Online** website at <a href="https://tiih.online">https://tiih.online</a> by selecting "e-Services" to login, pose questions and submit electronically no later than **Saturday, 25 September 2021 at 10.00 a.m.** The Board will endeavour to answer the questions received at the 24<sup>th</sup> AGM.

### 5. ENTITLEMENT TO PARTICIPATE /GENERAL MEETING RECORD OF DEPOSITORS ("ROD")

Only a depositor whose name appears on the ROD as at **17 September 2021** shall be entitled to attend, speak and vote at the 24<sup>th</sup> AGM or appoint proxy(ies)/corporate representative(s)/attorney(s) to attend and/or vote on his/her behalf.

#### 6. APPOINTMENT OF PROXY OR ATTORNEY OR CORPORATE REPRESENTATIVE

Shareholders who appoint proxy(ies) to participate via RPV at the 24<sup>th</sup> 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 **Saturday, 25 September 2021 at 10:00 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 proxy form 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 proxy form can be electronically lodged with the Share Registrar of the Company via TIIH Online at <a href="https://tiih.online">https://tiih.online</a>. Kindly refer to the Administrative Guide on the conduct for the 24<sup>th</sup> AGM on the procedures for electronic lodgement of proxy form via TIIH Online.

	Procedure	Action			
i. §	i. Steps for Individual Members				
(a)	Register as a User with Tricor's TIIH Online website	<ul> <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> <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: "LTKM 24TH AGM – Submission of Proxy Form".</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>			

#### 6. APPOINTMENT OF PROXY OR ATTORNEY OR CORPORATE REPRESENTATIVE (CONTINUED)

ii. <u>9</u>	ii. Steps for Corporation or Institutional Members				
(a)	Register as an User with Tricor's TIIH Online website	<ul> <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 "Create Account by Representative of Corporate Holder".</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> <li>(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.)</li> </ul>			
(b)	Proceed with submission of Form of Proxy	<ul> <li>Login to Tricor's TIIH Online website at <a href="https://tiih.online">https://tiih.online</a></li> <li>Select the corporate event: "LTKM 24TH AGM: Submission of Proxy Form".</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>			

#### 7. POLL VOTING

The voting at the AGM will be conducted by poll in accordance with Rule 8.31A of ACE 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 **10.00 a.m.** on **Monday, 27 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 <a href="https://tiih.online">https://tiih.online</a>.

Upon completion of the voting session for 24<sup>th</sup> AGM, the Scrutineers will verify the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

#### 8. NO GIFTS DISTRIBUTION

There will be NO distribution of gifts for the 24<sup>th</sup> AGM since the meeting is being conducted on a fully virtual basis.

#### 9. NO RECORDING OR PHOTOGRAPHY

Unauthorised recording and photography are strictly prohibited at the 24th AGM of the Company.

### 10. 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): -

### 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 : Ms Christine Cheng : +603-2783 9265 / Email: <a href="mailto:Christine.Cheng@my.tricorglobal.com">Cheng@my.tricorglobal.com</a>

Mr Ang Wai Meng: +603-2783 9281 / Email: Wai. Meng. Ang@my.tricorglobal.com