



汉联机构有限公司
HARN LEN CORPORATION BHD (502606-H)

Registration No. 200001000001 (502606-H)
(Incorporated in Malaysia)

Dear Valued Members of Harn Len Corporation Bhd (“Harn Len” or the “Company”),

Re: Notification on Postponement of 21st Annual General Meeting (“21st AGM”)

We refer to our earlier announcements made on 30 April 2021 and 11 June 2021 in relation to the 21st AGM of the Company and its postponement in light of the announcement of the implementation of the Phase 1 of the National Recovery Plan (“NRP” which formerly known as Movement Control Order 3.0) by the Government of Malaysia to curb the spread of COVID-19 as well as movement restrictions for the respective states/areas, where the physical meetings are prohibited regardless the crowd of any size.

The Company has applied and been granted an extension of time to hold its 21st AGM up to 28 September 2021 with the Companies Commission of Malaysia pursuant to Section 304(4) of the Companies Act, 2016. The Board of Directors has decided that the Postponed 21st AGM, which was originally scheduled to be held on Wednesday, 23 June 2021 at 10.00 a.m. located at Merdeka Hall, Ground Floor, Johor Tower, 15 Jalan Gereja, 80100 Johor Bahru, Johor, Malaysia, be further postponed to the date as set out below:-

| Postponed 21 st AGM | | |
|--------------------------------|------------------|---|
| Date | Time (No Change) | Online Meeting Platform |
| Tuesday, 28 September 2021 | 10.00 a.m. | TIIH Online website at https://tiih.online or https://tiih.com.my (Domain registration number with MYNIC: D1A282781) provided by Tricor Investor & Issuing House Services Sdn. Bhd. in Malaysia |

For the purpose of determining who shall be entitled to attend, speak (in the form of real time submission of typed texts) and vote (collectively, “participate”) remotely at the Postponed 21st AGM, the Company will be requesting a **new General Meeting Record of Depositors (“ROD”) as at 20 September 2021** and only a depositor whose name appears on the ROD as at 20 September 2021 shall be entitled to participate at the Postponed 21st AGM.

All the resolutions and its details as stated in the Notice of 21st AGM dated 30 April 2021 shall remain unchanged and valid save for the postponement of the meeting. Hence, **no revised Notice and Form of Proxy of the 21st AGM of the Company will be released.**

Members/proxies/corporate representatives/attorneys who wish to participate in the Postponed 21st AGM will have to register to attend the meeting remotely by using the Remote Participation and Voting (“RPV”) Facilities provided by the Company’s Share Registrar, Tricor Investor & Issuing House Services Sdn Bhd (“Share Registrar”, “Tricor” or “TIIH”) via **TIIH Online** website at <https://tiih.online>. Please refer to procedures for RPV set out in the Administrative Details for the Postponed 21st AGM for further information.

If you wish to appoint a proxy to participate on your behalf at the Postponed 21st AGM, you may submit the Form of Proxy to the Registered Office at 6th Floor, Johor Tower, 15 Jalan Gereja, 80100 Johor Bahru, Johor, Malaysia or alternatively, you may lodge the Form of Proxy electronically via by electronic lodgement via **TIIH Online** website at <https://tiih.online> in accordance to the procedures set out in the Administrative Details for the Postponed 21st AGM no later than **Sunday, 26 September 2021 at 10.00 a.m.**

Besides, please be advised that the Form of Proxy released earlier together with the “Annual Report 2020”, “Corporate Governance Report 2020”, “Notice of 21st AGM” and “Administrative Details for the 21st AGM” on 30 April 2021 (which is also made available at the Company’s website) shall be used for the appointment of proxy(ies). All Form(s) of Proxy submitted prior to this notice shall remain valid and acceptable.

As the Company may be required to change the arrangement or mode of conduct for the Postponed 21st AGM at short notice due to the constant changes in the COVID-19 situation in Malaysia, you are advised check the Company’s announcement(s) at Bursa Malaysia Securities Berhad’s website or the Company’s website at <http://harnlen.com.my/investor.html> from time to time for the latest update on the status of the Company’s Postponed 21st AGM.

Should you require any assistance on the above, you may contact the following organisation or person during office hours: -

Share Registrar – Tricor Investor & Issuing House Services Sdn Bhd

| | | |
|-----------|-------------------|---|
| Telephone | : General | +603 2783 9299 / Email : is.enquiry@my.tricorglobal.com |
| | : Mr. Jake Too | +603 2783 9285 / Email : Chee.Onn.Too@my.tricorglobal.com |
| | : Ms. Vivien Khoh | +603 2783 9091 / Email : Vivien.Khoh@my.tricorglobal.com |
| | : Mr. Alven Lai | +603 2783 9283 / Email : Siew.Wai.Lai@my.tricorglobal.com |

By Order of the Board

HARN LEN CORPORATION BHD

Fong Siew Kim (MAICSA No. 7022188) SSM Practicing Certificate No. 202008000792

Wendy Mak Mei Ching (MAICSA 7022764) SSM Practicing Certificate No. 201908000065

Yong May Li (LS 0000295) SSM Practicing Certificate No. 202008000285

Wong Chee Yin (MAICSA No. 7023530) SSM Practicing Certificate No. 202008001953

Company Secretaries

Johor Bahru

30 August 2021



Registration No. 200001000001 (502606-H)
(Incorporated in Malaysia)

HARN LEN CORPORATION BERHAD **ADMINISTRATIVE DETAILS FOR POSTPONED 21ST ANNUAL GENERAL MEETING**

Meeting Date : Tuesday, 28 September 2021
Time : 10.00 a.m.
Online Meeting Platform : TIIH Online website at <https://tiih.online> or <https://tiih.com.my>
(Domain registration number with MYNIC: D1A282781) provided by Tricor Investor & Issuing House Services Sdn. Bhd. Malaysia

MODE OF MEETING

As a result of the implementation of the Phase 1 of National Recovery Plan (“NRP”), the Securities Commission Malaysia had revised the Guidance Note and FAQs on the conduct of General Meetings for Listed Issuers (the “Revised Guidance Note and FAQs”) stated that with effective from 16 July 2021, any general meeting conduct during Phase 1 of NRP, is only allowed to conduct a fully virtual general meeting where all meeting participants including the Chairperson of the meeting, board members, senior management and members are required to participate in the meeting via online. Physical gatherings are strictly prohibited regardless of the crowd of any size.

1. REMOTE PARTICIPATION AND VOTING FACILITIES (“RPV”)

Members or proxies or corporate representatives or attorneys are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, “participate”) remotely at the Postponed Twenty-First Annual General Meeting (“21st AGM” or “AGM”) of Harn Len Corporation Bhd (“Harn Len” or the “Company”) using RPV provided by Tricor Investor & Issuing House Services Sdn. Bhd. (“Share Registrar” or “Tricor” or “TIIH”) via its **TIIH Online** website at <https://tiih.online>. Please refer to the Procedure for RPV.

Only members whose names appear in the **Record of Depositors as at 20 September 2021** shall be entitled to participate and vote remotely at the 21st AGM or appoint proxy to participate and vote on his/her behalf.

As the 21st AGM is a fully virtual AGM, members who are unable to participate in this AGM may appoint the Chairperson of the meeting as his/her proxy and indicate the voting instructions in the Form of Proxy.

Please be informed that all the resolutions and its details as stated in the Notice of 21st AGM dated 30 April 2021 shall remain unchanged and valid save for the postponement of the meeting. Hence, **no revised Notice and Form of Proxy of the 21st AGM of the Company will be released.**

2. PROCEDURE FOR RPV

Members or proxies or corporate representatives or attorneys who wish to participate the 21st AGM remotely using the RPV are to follow the requirements and procedures as summarised below:-

| | Procedure | Action |
|--|-------------------------------------|---|
| BEFORE THE 21ST AGM DAY | | |
| (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. 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 Monday, 30 August 2021 until the day of 21st AGM, Tuesday, 28 September 2021. Member(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the 21st AGM to ascertain their eligibility to participate in the AGM using the RPV. Login with your user ID and password and select the corporate event: “(REGISTRATION) HARN LEN 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 dated 20 September 2021, the system will send you an e-mail after 26 September 2021 to approve or reject 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 ensure to allow sufficient time required for the approval as a new user of TIIH Online as well as the registration for RPV in order that you can login to TIIH Online and participate the 21st AGM remotely).</i></p> |
| ON THE DAY OF THE 21ST AGM | | |
| (c) | 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 Tuesday, 28 September 2021 at 10.00 a.m. |
| (d) | Participate through Live Streaming | <ul style="list-style-type: none"> Select the corporate event: “(LIVE STREAM MEETING) HARN LEN 21ST AGM.” to engage in the proceedings of the 21st AGM remotely. If you have any question for the Chairperson/ Board, you may use the query box to transmit your question. The Chairperson/ Board will endeavor to respond to questions submitted by remote participants during the 21st AGM. If there is time constraint, the responses will be e-mailed to you at the earliest possible, after the meeting. |

| | | |
|-----|-----------------------------|---|
| (e) | Online Remote Voting | <ul style="list-style-type: none"> • Voting session commences from 10.00 a.m. on Tuesday, 28 September 2021 until a time when the Chairperson announces the completion of the voting session of the 21st AGM. • Select the corporate event: “(REMOTE VOTING) HARN LEN 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. |
| (f) | End of remote participation | <ul style="list-style-type: none"> • Upon the announcement by the Chairperson on the closure of the 21st AGM, the live streaming will end. |

Note to users of the RPV facilities:

1. Should your application to join the meeting be approved we will make available to you the rights to join the live streamed 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 streamed meeting or online voting, kindly call Tricor Help Line at 011-40805616 / 011-40803168 / 011-40803169 / 011-40803170 for assistance or e-mail to tiih.online@my.tricorglobal.com for assistance.

3. ENTITLEMENT TO PARTICIPATE / GENERAL MEETING RECORD OF DEPOSITORS (“ROD”)

Only a depositor whose name appears on the ROD as at **20 September 2021** shall be entitled to attend, speak (including posing questions to the Board via real time submission of typed texts) and vote (collectively, “participate”) remotely at the 21st AGM or appoint proxies/corporate representatives/attorneys to participate remotely on their behalf.

4. APPOINTMENT OF PROXY/CORPORATE REPRESENTATIVE/ATTORNEY

The 21st AGM will be conducted in a fully virtual basis via TIIH Online Platform, if you are unable to participate the meeting via RPV on 28 September 2021, you may appoint the Chairperson of the meeting as proxy and indicate the voting instructions in the Form of Proxy.

Accordingly, Form of Proxy and/or document relating to the appointment of proxy/corporate representative/attorney for the 21st AGM whether in hard copy or by electronic means shall be deposited or submitted in the following manner not later than **Sunday, 26 September 2021 at 10.00 a.m.:**

(i) In Hard Copy:

By hand or post to the Registered Office at 6th Floor, Johor Tower, 15 Jalan Gereja, 80100 Johor Bahru, Johor, Malaysia not less than forty-eight (48) hours before the time appointed for holding the 21st AGM or any adjournment thereof, otherwise the Form of Proxy shall not be treated as valid.

(ii) By Electronic Form:

All members can have the option to submit Form of Proxy electronically via TIIH Online and the steps to submit are summarised below: -

| | Procedure | Action |
|---|--|--|
| i. Steps for Individual Members | | |
| (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”. Select the “Sign Up” button and followed by “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 Form of Proxy | <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: “HARN LEN 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(s) to vote on your behalf. Appoint your proxy(s) and insert the required details of your proxy(s) or appoint Chairperson as your proxy. Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote. Review and confirm your proxy(s) appointment. Print confirmation report of your submission for your record. |
| ii. Steps for Corporation or Institutional Members | | |
| (c) | Register as a User with TIIH Online | <ul style="list-style-type: none"> Access TIIH Online website at https://tiih.online. Under e-Services, the authorised or nominated representative of the corporation or institutional member 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 e-mail within one (1) to two (2) working days. <p>Proceed to activate your account with the temporary password given in the e-mail and re-set your own password.</p> <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> |
| (d) | Proceed with submission of Form of Proxy | <ul style="list-style-type: none"> Login to TIIH Online website at https://tiih.online. Select the corporate exercise name: “HARN LEN 21ST AGM – Submission of Proxy Form.”. Agree to the Terms & Conditions and 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 proxies by inserting the required data. Submit the duly completed proxy appointment file. Select “Submit” to complete your submission. Print the confirmation report of your submission for your record. |

5. POLL VOTING

The voting at the 21st AGM will be conducted by poll in accordance with Paragraph 8.29A of the 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).

Members/proxies/corporate representatives/attorneys can proceed to vote on the resolutions at any time **from 10.00 a.m. on Tuesday, 28 September 2021** until a time before the end of voting session which will be announced by the Chairperson of the meeting. Kindly refer to item (2)(e) of the above Procedure for RPV for guidance on how to vote remotely from **TIIH Online** website at <https://tiih.online>.

Upon completion of the voting session for the 21st AGM, the Scrutineers will verify the poll results followed by the Chairperson's declaration whether the resolutions are duly passed.

6. PRE-MEETING SUBMISSION OF QUESTION TO THE BOARD OF DIRECTORS

Members/proxies/corporate representatives/attorneys may submit question(s) for the Board in advance of the 21st 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 **Sunday, 26 September 2021 at 10.00 a.m.** The Board will endeavour to answer the question(s) received at the 21st AGM.

7. NO DOOR GIFT/FOOD VOUCHER

There will be **NO** door gifts or food vouchers for participating in the 21st AGM.

8. NO RECORDING OR PHOTOGRAPHY

Unauthorised recording and photography are **STRICTLY PROHIBITED** at the 21st AGM.

9. 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 : Mr. Jake Too : +603-2783 9285 / Email : Chee.Onn.Too@my.tricorglobal.com
: Ms. Vivien Khoh : +603-2783 9091 / Email : Vivien.Khoh@my.tricorglobal.com
: Mr. Alven Lai : +603-2783 9283 / Email : Siew.Wai.Lai@my.tricorglobal.com