



## ARK RESOURCES HOLDINGS BERHAD

(201701027024) (1241190-V)

(Incorporated in Malaysia)

### **NOTIFICATION TO SHAREHOLDERS IN RELATION TO CHANGE OF VENUE OF THE FOURTH ANNUAL GENERAL MEETING TO ONLINE MEETING PLATFORM**

Dear Valued Shareholders of ARK RESOURCES HOLDINGS BERHAD (“ARK” or the “Company”),

On 11 August 2021, ARK issued the Notice of Fourth Annual General Meeting (“4<sup>th</sup> AGM”) scheduled to be held at Room 9, AC Penang Bukit Jambul, 213 Jalan Bukit Gambir, 11950 Bukit Jambul Penang, Malaysia on Monday, 20 September 2021 at 12.00 noon.

As a precautionary measure amid the COVID-19 outbreak, the Board of Directors of ARK wishes to inform that the 4<sup>th</sup> AGM will be conducted entirely on a **FULLY VIRTUAL BASIS through live streaming and Remote Participation and Voting (“RPV”) facilities via Online Meeting Platform at <https://web.vote2u.my>** (Domain Registration No. with MYNIC - D6A471702).

According to the Revised Guidance Note and Frequently Asked Questions from Securities Commission, 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 wishes to remind that all meeting participants including the Chairperson of the meeting, board members, senior management, shareholders and corporate representatives are required to participate in the meeting online. Physical gatherings no matter how small are prohibited. Therefore, there shall be no broadcast venue to air the 4<sup>th</sup> AGM.

Save for the change in venue, all information in the Notice of 4<sup>th</sup> AGM of the Company dated 11 August 2021 remains unchanged. The Company will not issue a revised Notice and Proxy Form of the 4<sup>th</sup> AGM.

Shareholders and proxies will have to register to attend the 4<sup>th</sup> AGM remotely by using the Remote Participation and Voting (“RPV”) according to the procedures as set out in the Administrative Guide which is attached in the Company’s announcement under Bursa Malaysia’s website.

Should you have any enquiries, kindly contact our Share Registrar, Boardroom Share Registrars Sdn Bhd during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays) at 603-7890 4700 or [vote2u@agmostudio.com](mailto:vote2u@agmostudio.com) at 603-7664 8520/21.

Due to the constantly evolving COVID-19 situation in Malaysia, the Company may be required to make changes to the administration and arrangement of the 4<sup>th</sup> AGM on short notice as it deems necessary. Hence, shareholders are reminded to monitor the Company’s website and announcements at Bursa Securities’ website from time to time for any changes to the 4<sup>th</sup> AGM arrangement.

The Company will continue to observe the guidelines issued by the authorities and will take all relevant precautionary measures as advised.

Thank you for your continued support to the Company.

Yours sincerely

**ARK RESOURCES HOLDINGS BERHAD**

**DATO’ MOHAMAD ZEKRI BIN DATO’ HAJI IBRAHIM**

Executive Chairman

Penang

8 September 2021

## Administrative Guide

### Fourth Annual General Meeting

- Meeting Date : **Monday, 20 September 2021**  
Time : **12.00 noon**  
Meeting Platform : Online Meeting Platform via <https://web.vote2u.my> (Domain Registration No. with MYNIC - D6A471702)  
Mode of Communication : 1) Submit questions to the Board prior to the 4th AGM by emailing to [vote2u@agmostudio.com](mailto:vote2u@agmostudio.com) no later than 5.00 p.m. on Wednesday, 15 September 2021.  
2) Post questions to the Board via real time submission of typed text during live streaming of 4th AGM.

### MODE OF MEETING

Due to the unprecedented circumstances arising from the measures that have been implemented nationally to limit the spread of the COVID-19, and in particular, the Government of Malaysia's official guidance for practising social distancing, the Company will conduct its forthcoming Fourth ("**4th**") Annual General Meeting ("**AGM**") entirely on a fully virtual basis via Remote Participation and Voting ("**RPV**") facilities.

The meeting platform is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 that require the Chairman of the meeting to be present at the main venue of the meeting. **No shareholders/proxies/corporate representatives should be physically present nor admitted at the broadcast venue on the day of the AGM.**

In line with the Malaysian Code on Corporate Governance Practice 12.3, by conducting a fully virtual AGM, this would promote greater shareholder participation as it facilitates electronic voting and remote shareholders' participation. With the RPV facilities, you may exercise your right as a member of the Company to participate (including to pose questions to the Board of Directors and/or Management of the Company) and vote at the AGM. Alternatively, you may also appoint the Chairman of the Meeting as your proxy to attend and vote on your behalf at the AGM.

### ENTITLEMENT TO PARTICIPATE THE AGM

In respect of deposited securities, only members whose MyKad/passport number appear on the Record of Depositors on **9 September 2021** (General Meeting Record of Depositors) shall be eligible to participate the meeting or appoint proxy(ies) to participate on his/her behalf.

## FORM(S) OF PROXY

1. Shareholders are encouraged to go online, participate and vote at the AGM using the RPV facilities.

If a shareholder is unable to attend the 4th AGM on Monday, 20 September 2021, he/she can appoint the Chairman of the meeting as his/her proxy to attend, speak and vote in his/her stead. Please submit your Proxy Form at the Company's Registered Office ("Registered Office") situated at Suite A, Level 9, Wawasan Open University, 54, Jalan Sultan Ahmad Shah, 10050 Georgetown, Penang not less than forty-eight (48) hours before the time of holding the AGM or no later than 12.00 noon on Saturday, 18 September 2021.

2. You may also submit the Proxy Form via electronic means ("**e-Proxy**") through Vote2U Online at <https://web.vote2u.app> not less than forty-eight (48) hours before the time for holding the AGM, i.e. latest by **Saturday, 18 September 2021 at 12.00 noon**.

## REVOCAION OF PROXY

If you have submitted your Proxy Form and subsequently decide to appoint another person or wish to participate in our electronic AGM by yourself, kindly contact +603 7664 8520 / 21 or email to [vote2u@agmostudio.com](mailto:vote2u@agmostudio.com) to revoke the earlier appointed proxy forty-eight (48) hours before this meeting.

Alternatively, shareholders who have registered directly with Vote2U can login to revoke the earlier appointed proxy anytime before the start of meeting.

## CORPORATE MEMBER

Any corporate member who wishes to appoint a representative instead of a proxy to attend the meeting should submit the original certificate of appointment under the seal of the corporation to the Registered Office of the Company, not less than forty-eight (48) hours before the time for holding the AGM, i.e. latest by **Saturday, 18 September 2021 at 12.00 noon**.

## VOTING PROCEDURE

1. Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at the AGM will be conducted by poll. The Poll Administrator of the Company will conduct the poll by way of electronic voting ("**e-voting**") and the poll results will be verified and validated by the Independent Scrutineer appointed by the Company.
2. For the purposes of the fully virtual AGM, e-voting will be carried out via personal smart mobile phones, tablets or personal computers/laptops.
3. Upon the conclusion of the e-voting session, the Independent Scrutineer will verify the poll results followed by the declaration by the Chairman of the meeting whether the resolutions put to vote were successfully carried or not.

## RPV FACILITIES

The RPV facilities will enable you to exercise your right as a member of the Company to participate (including to pose questions to the Board of Directors and/or Management of the Company via real time submission of typed texts) and vote remotely at the AGM.

Kindly ensure that you are connected to the internet at all times in order to participate and vote when our fully virtual AGM has commenced. Therefore, it is your responsibility to ensure that connectivity for the duration of the meeting is maintained. Kindly note that the quality of the live webcast is dependent on the bandwidth and stability of the internet connection of the participants.

Shareholders / proxies / corporate representatives who wish to participate at the 4th AGM remotely using the RPV facilities are to follow the requirements and procedures as summarised:

Before the AGM	
1.	<p><b>Register Online with Vote2U Online by Individual Members</b></p> <p>(a) Access the website at <a href="https://web.vote2u.app">https://web.vote2u.app</a> using your computer or smartphone.</p> <p>(b) Click/Tap "<b>Sign Up</b>".</p> <p>(c) 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/tap "<b>Next</b>".</p> <p>(d) Fill-in your details (note: create your own password). Then click/tap "<b>Continue</b>".</p> <p>(e) Upload your identification card (MyKad) or Passport (for non-Malaysian).</p> <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><i>Note:</i> <i>If you have registered as a user with Vote2U Online previously, you are not required to register again.</i></p> <p><b>*Check your email address is keyed in correctly.</b> <b>*Remember the password you have keyed-in.</b></p>

## Before the AGM

2.

### **Proxy Registration**

e-proxy registration will be opened on **8 September 2021**. Please note that the closing time to submit your request is at **12.00 noon on Saturday, 18 September 2021** (48 hours before the commencement of the 4th AGM).

#### **Individual Members**

- (a) Individual shareholder to log in with your email and password.
- (b) Click/Tap on the General Meeting event to participate.
- (c) Scroll down and click/tap "**Register a Proxy**".
- (d) Read the Declarations and indicate your acceptance of the Declarations on a small box . Then click/tap "**Next**".
- (e) Select the Central Depository System ("**CDS**") account number.
- (f) Click/Tap "**Appoint Proxy**".
- (g) Fill-in the details of your Proxy(ies).
- (h) Indicate your voting instruction should you prefer to do so.
- (i) After you have completed the above procedures, the system will send an e-mail to the registered Proxy(ies) email address.

#### **Note:**

*You need to register as a shareholder before you register and submit the e-Proxy form.*

#### **Corporate Members**

- (a) Fill-in details on the hardcopy Form of Proxy and provide the following information:
  - MyKad/Passport number of the Corporate Representative.
  - Email address of the Corporate Representative.
- (b) Submit the hardcopy Form of Proxy to the Registered Office with the following information:
  - A copy of the Certificate of Appointment of Corporate Representative.
  - A copy of the Corporate Representative MyKad (front & back).

#### **Note:**

*After verification, an email notification will be sent to the Proxy (Corporate Representative) with a temporary password. The Proxy could use the temporary password to log in to Vote2U.*

#### **Authorised Nominee and Exempt Authorised Nominee**

- (a) Fill-in details on the hardcopy Form of Proxy and provide the following information:
  - MyKad/Passport number of the Beneficial Owner.
  - Email address of the Beneficial Owner.
- (b) Submit the hardcopy Form of Proxy to the address provided (refers to Notice of Meeting) with the following information:
  - A copy of the Beneficial Owner MyKad (front & back).

#### **Note:**

*After verification, an email notification will be sent to the Proxy (Beneficial Owner) with a temporary password. The Proxy could use the temporary password to log in to Vote2U.*

<b>On the day of the AGM</b>	
3.	<p><b>Login to Vote2U Online</b></p> <p>(a) Login with your email and password for remote participation at the AGM, Vote2U will be opened for login one (1) hour before the commencement of the AGM.</p>
4.	<p><b>Participate through Live Streaming</b></p> <p>(a) Select the General Meeting to participate.</p> <p>(b) Confirm the RPV participant’s details.</p> <p>(c) Click on the “<b>Watch Live</b>” button to view the Live Streaming.</p> <p><i>Note:</i>  <i>That the quality of the Live Streaming will be dependent on the bandwidth and stability of the internet connection at the location.</i></p>
5.	<p><b>Online Remote Voting</b></p> <p>(a) Select the General Meeting to participate.</p> <p>(b) Select the CDS account.</p> <p>(c) Please note that if you have more than one CDS Account, you are required to select one CDS account at a time for voting.</p> <p>(d) Select the vote for the resolutions that are tabled for voting.</p> <p>(e) Confirm and submit your votes.</p>
6.	<p><b>Ask Question</b></p> <p>(a) Click on the “<b>Ask Question</b>” button to post question(s) to the Board.</p> <p>(b) Type in your question and “<b>Submit</b>”.</p> <p>(c) The Chairman/ Board will endeavor to respond to questions submitted by remote participants during the AGM.</p> <p><i>Note:</i>  <i>There shall not be two-way communication available at the meeting.</i></p>
7.	<p><b>End of RPV</b></p> <p>Upon the announcement by the Chairman on the closure of the AGM, the Live Streaming will end.</p>

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

- 3) In order to enhance the efficiency of the proceedings of the 4th AGM, the shareholders may submit questions to the Company via e-mail to [vote2u@agmostudio.com](mailto:vote2u@agmostudio.com) **not later than Monday, 13 September 2021 at 5.00 p.m.** or select the messaging icon in Vote2U Online Portal to transmit questions via RPV facilities during live streaming of the 4th AGM. If time permits, the Chairman and the Board of Directors will endeavour their best to respond to the questions submitted by the shareholders which are related to the resolutions to be tabled at the AGM. The shareholders are encouraged to submit questions before the 4th AGM as priority will be given to questions submitted before the AGM.

## **NO BREAKFAST/LUNCH PACKS, DOOR GIFT/FOOD VOUCHER**

There will be **NO distribution** of breakfast/lunch packs, food vouchers or door gifts for the 4th AGM since the meeting is being conducted on a fully virtual basis.

The Board of Directors of ARK Resources Holdings Berhad would like to thank all shareholders for their kind co-operation and understanding in these challenging times.

## **ANNUAL REPORT 2021**

The Annual Report 2021 is available on Bursa Malaysia Berhad's website at [www.bursamalaysia.com](http://www.bursamalaysia.com) under Company Announcements and also at ARK Resources Holdings Berhad's website at [www.ark-resources.com.my](http://www.ark-resources.com.my)

You may request for a hardcopy of the Annual Report by sending your request to [yikfong.kok@boardroomlimited.com](mailto:yikfong.kok@boardroomlimited.com). Please provide your Central Depository System ("CDS") account number, name, mailing address and contact number for the said request.

Any request for the printed documents would be forwarded to the requestor as soon as possible from the date of receipt of the verbal or written request, whichever is later. However, please consider the environment before requesting for the printed copy of the Annual Report 2021.

## **ENQUIRY**

If you have any enquiries on the above, please contact Vote2U helpdesk during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

### **RPV Facilities Helpdesk**

General Line : 603-7664 8520/21

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

## **PERSONAL DATA POLICY**

By registering for the remote participation and electronic voting meeting and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the member of the Company has consented to the use of such data for purposes of processing and administration by the Company (or its agents); and to comply with any laws, listing rules, regulations and/or guidelines. The member agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of warranty.