



A-RANK BERHAD
(200301031200 [633621-X])
(Incorporated in Malaysia)

NOTIFICATION TO SHAREHOLDERS ON THE CHANGE OF MODE AND VENUE OF MEETING FOR THE ANNUAL GENERAL MEETING OF A-RANK BERHAD

Date & Time : Wednesday, 8 December 2021 at 10:00 a.m.
Meeting Venue & 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

Dear Shareholders of A-Rank Berhad (“the Company”)

On 3 November 2021, A-Rank Berhad had announced and distributed to the shareholders its Notice of Annual General Meeting (“**AGM**”) scheduled to be held physically on Wednesday, 8 December 2021 at Ujong Pandang Room, Staffield Country Resort, Batu 13, Jalan Seremban-Kuala Lumpur (Country Road), 71700 Mantin, Negeri Sembilan Darul Khusus, Malaysia at 10:00 a.m.

In view of the COVID-19 outbreak and as part of the safety measures, the mode and venue of the AGM of the Company scheduled to be held physically on 8 December 2021 will now be changed to be held as a **FULLY VIRTUAL** meeting using the Remote Participation and Voting (“**RPV**”) Facilities. All other details and agenda of the AGM remain unchanged. Hence, there will be no revised Notice and Proxy Form to be issued by the Company. The proxy forms submitted earlier are still valid.

Shareholders and proxies who wish to participate in the AGM will have to register to attend the meeting remotely by using the RPV facilities provided by Tricor Investor & Issuing House Services Sdn. Bhd. via its TIIH Online website at <https://tiih.online> or <https://tiih.com.my> (Domain registration number with MYNIC: D1A282781). Kindly refer to the enclosed revised Administrative Guide for more information on the registration process and remote participation of the fully virtual AGM of the Company.

Kindly check the Company’s website or announcements for the latest updates on the status of the AGM. The Company will continue to observe the guidelines issued by the Ministry of Health and will take all relevant precautionary measures as advised.

Thank you for your continued support to the Company.

Yours faithfully,
for and on behalf of the Board of Directors of
A-RANK BERHAD

DATO’ SHAHRIR BIN ABDUL JALIL
Independent Non-Executive Chairman

2 December 2021

REMOTE PARTICIPATION AND VOTING (“RPV”) FACILITIES

Members are to attend, speak (including posing questions to the Board via real time submission of typed texts) and vote (collectively, “**participate**”) remotely at the AGM using the RPV facilities provided by Tricor Investor & Issuing House Services Sdn Bhd (“**Tricor**”) via its TIIH Online website at <https://tjih.online> or <https://tjih.com.my>.

Only members whose names appear in the **Record of Depositors as at 30 November 2021** shall be entitled to participate and vote remotely at the AGM or appoint proxy to participate and vote on his/her behalf.

As the AGM is a fully virtual AGM, members 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 Proxy Form.

PROCEDURES FOR RPV FACILITIES

Please read and follow the procedures below to engage in remote participation through live streaming and online remote voting at the AGM using the RPV facilities:

	Procedure	Action
BEFORE THE AGM DAY		
(a)	Register as a user with TIIH Online	<ul style="list-style-type: none"> Using your computer, access the website at https://tjih.online. Register as a user under the “e-Services” select “Create Account by Individual Holder”. Refer to the tutorial guide posted on the homepage for assistance. Registration as a user will be approved within one (1) working day and you will be notified via email. If you are already a user with TIIH Online, you are not required to register again. You will receive an e-mail to notify you that the remote participation is available for registration at TIIH Online.
(b)	Submit your request to attend AGM remotely	<ul style="list-style-type: none"> Registration is open on Thursday, 2 December 2021 until the day of the AGM on Wednesday, 8 December 2021. 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. Login with your user ID (i.e. email address) and password and select the corporate event: “(REGISTRATION) A-RANK BERHAD 2021 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 30 November 2021, the system will send you an e-mail on or after 6 December 2021 to approve or reject your registration for remote participation. <i>(Note: Please allow sufficient time for approval of new user of TIIH Online and registration for RPV).</i>

ON THE DAY OF THE AGM		
(c)	Login to TIIH Online	<ul style="list-style-type: none"> Login with your user ID and password for remote participation at the AGM at any time from 9:00 a.m. i.e. 1 hour before the commencement of meeting at 10:00 a.m. on Wednesday, 8 December 2021.
(d)	Participate through Live Streaming	<ul style="list-style-type: none"> Select the corporate event: “(LIVE STREAM MEETING) A-RANK BERHAD 2021 AGM” to engage in the proceedings of the AGM remotely. If you have any question for the Chairman/ Board, you may use the query box to transmit your question. The Chairman/ Board will try to respond to questions submitted by remote participants during the 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 Wednesday, 8 December 2021 until a time when the Chairman announces the end of the session. Select the corporate event: “(REMOTE VOTING) A-RANK BERHAD 2021 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 Chairman on the conclusion of the AGM, the Live Streaming will end.

Notes 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 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 on the meeting day, kindly call Tricor Help Line at +6011-40805616 / +6011-40803168 / +6011-40803169 / +6011-40803170 for assistance or e-mail to tiih.online@my.tricorglobal.com for assistance.

LODGEMENT OF PROXY FORM

The appointment of a proxy may be made in hard copy form or by electronic form. In the case of an appointment made in hard copy form, the proxy form must be deposited with the Company’s Registered Office at Unit 30-01, Level 30, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur 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.

If the shareholder opts to submit proxy form electronically via TIIH Online website, the steps to submit are summarised below:

Procedure	Action
i. <u>Steps for Individual Shareholders</u>	
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”. Please 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.
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: “A-RANK BERHAD 2021 AGM - Submission of Proxy Form”. Read and agree to the Terms and 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/proxies and insert the required details of your proxy/proxies or appoint the Chairman as your proxy. Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide on your votes. Review and confirm your proxy(s) appointment. Print the form of proxy for your record.
ii. <u>Steps for corporation or institutional shareholders</u>	
Register as a User with TIIH Online	<ul style="list-style-type: none"> Access TIIH Online at https://tiih.online. Under e-Services, the authorised or nominated representative of the corporation or institutional shareholder selects “Create Account by Representative of Corporate Holder”. Complete the registration form and upload the required documents. Registration will be verified, and you will be notified by email within one (1) to two (2) working days. Proceed to activate your account with the temporary password given in the email and re-set your own password. <p>Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.</p>
Proceed with submission of form of proxy	<ul style="list-style-type: none"> Login to TIIH Online at https://tiih.online. Select the corporate exercise name: “A-RANK BERHAD 2021 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. Login to TIIH Online, select corporate exercise name: “A-RANK BERHAD 2021 AGM - Submission of Proxy Form”. Proceed to upload the duly completed proxy appointment file. Select “Submit” to complete your submission. Print the confirmation report of your submission for your record.

All the proxy forms submitted must be received by the Company not less than forty-eight (48) hours before the time appointed for holding the General Meeting or adjourned General Meeting at which the person named in the appointment proposes to vote. The last date and time for lodging the proxy form is **10:00 a.m. on Monday, 6 December 2021**.

Corporate representatives of corporate members must deposit their original certificate of appointment of corporate representative at the Company's Registered Office not later than **10:00 a.m. on Monday, 6 December 2021** to participate via RPV in the AGM.

Attorneys appointed by power of attorney are to deposit their power of attorney at the Company's Registered Office not later than **10:00 a.m. on Monday, 6 December 2021** to participate via RPV in the AGM.

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

POLL VOTING

The voting at the 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).

Shareholders or proxy(ies) or corporate/authorised representative(s) or attorney(s) can proceed to vote on the resolutions at any time from 10:00 a.m. on **Wednesday, 8 December 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 TIIH Online website at <https://tiih.online>.

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

PRE-MEETING SUBMISSION OF QUESTIONS

The Board recognises that the AGM is a valuable opportunity for the Board to engage with members. In order to enhance the efficiency of the proceedings of the AGM, members may in advance, before the AGM, submit questions to the Board of Directors via Tricor's TIIH Online website at <https://tiih.online>, by selecting "e-Services" to login, post your questions and submit it electronically no later than 10:00 a.m. on Monday, 6 December 2021. The Board of Directors will endeavor to address the questions received at the AGM.

NO RECORDING OR PHOTOGRAPHY

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

DOOR GIFT/FOOD VOUCHER

There will be no distribution of door gifts or food vouchers for participating at the AGM.

COMMUNICATION GUIDANCE

Shareholders are advised to check the Company's website at <https://www.arank.com.my/agm2021/> and announcements released to Bursa Malaysia Securities Berhad from time to time for any changes to the administration of the AGM that may be necessitated by changes to the directives, safety and precautionary requirements and guidelines prescribed by the Government of Malaysia, the Ministry of Health, the Malaysian National Security Council, Securities Commission Malaysia and/or other relevant authorities.

ENQUIRY

If you need any assistance, kindly contact the following persons during office hours on Monday to Friday 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 : En. Amier Arief +603 2783 9250 / Email: Amier.Arief@my.tricorglobal.com

: Ms. Sofea Amalina+603 2783 9280 /Email: Sofea.Amalina@my.tricorglobal.com