

# NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the Eighteenth Annual General Meeting (“18th AGM”) of DELEUM BERHAD (“the Company”) will be held virtually via live streaming from the broadcast venue at Tricor Business Centre, Gemilang Room, Unit 29-02, Level 29, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur and by Remote Participation and Voting (“RPV”) facilities through meeting platform at TIIH Online website at <https://tiih.online> on Tuesday, 23 May 2023 at 10.00 a.m., for the following purposes:

## AGENDA

### **AS ORDINARY BUSINESS:**

1. To receive the Audited Financial Statements for the financial year ended 31 December 2022 together with the Reports of the Directors and Auditors thereon.  
**(Please refer to Explanatory Note A)**
2. To re-elect Datuk Vivekananthan a/l M.V. Nathan who retires by rotation pursuant to Clause 88 of the Company’s Constitution and being eligible, offers himself for re-election. **Ordinary Resolution 1**  
**(Please refer to Explanatory Note B)**
3. To re-elect Datuk Manharlal a/l Ratilal who retires by rotation pursuant to Clause 88 of the Company’s Constitution and being eligible, offers himself for re-election. **Ordinary Resolution 2**  
**(Please refer to Explanatory Note B)**
4. To re-elect Tan Sri Dato’ Seri Shamsul Azhar bin Abbas who retires pursuant to Clause 86 of the Company’s Constitution and being eligible, offers himself for re-election. **Ordinary Resolution 3**  
**(Please refer to Explanatory Note B)**
5. To re-elect Datin Aisah Eden who retires pursuant to Clause 86 of the Company’s Constitution and being eligible, offers herself for re-election. **Ordinary Resolution 4**  
**(Please refer to Explanatory Note B)**
6. To approve the payment of Directors’ fees to Non-Executive Directors up to an amount of RM1,500,000 from 24 May 2023 until the next Annual General Meeting of the Company. **Ordinary Resolution 5**  
**(Please refer to Explanatory Note C)**
7. To approve the payment of Directors’ benefits to Non-Executive Directors up to an amount of RM400,000 from 24 May 2023 until the next Annual General Meeting of the Company. **Ordinary Resolution 6**  
**(Please refer to Explanatory Note D)**
8. To re-appoint PricewaterhouseCoopers PLT as Auditors of the Company until the conclusion of the next Annual General Meeting and to authorise the Directors to fix their remuneration. **Ordinary Resolution 7**

## NOTICE OF ANNUAL GENERAL MEETING

### **AS SPECIAL BUSINESS:**

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

#### **9. AUTHORITY TO ALLOT AND ISSUE SHARES PURSUANT TO SECTIONS 75 AND 76 OF THE COMPANIES ACT 2016**

**"THAT** subject always to the Companies Act 2016, the Constitution of the Company and approvals from Bursa Malaysia Securities Berhad for the listing of and quotation for the additional shares so issued and any other governmental/regulatory authorities, where such approval is necessary, full authority be and is hereby given to the Directors pursuant to Sections 75 and 76 of the Companies Act 2016 to allot and issue shares not more than ten percent (10%) of the total number of issued shares (excluding treasury shares) of the Company at any time upon any such terms and conditions and for such purposes as the Directors may in their absolute discretion deem fit **AND THAT** such authority shall continue to be in force until the conclusion of the next Annual General Meeting of the Company or at the expiry of the period within which the next Annual General Meeting is required to be held after the approval was given, whichever is the earlier, unless such approval is revoked or varied by the Company at a general meeting."

**Ordinary Resolution 8**

**(Please refer to Explanatory Note E)**

#### **10. PROPOSED RENEWAL OF SHAREHOLDERS' MANDATE FOR RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE AS SET OUT UNDER SECTION 2.5(1) OF THE CIRCULAR TO SHAREHOLDERS DATED 20 APRIL 2023**

**"THAT** approval be and is hereby given for the renewal of the Shareholders' Mandate for the Company and its subsidiaries to enter into recurrent related party transactions of a revenue or trading nature with the related parties as set out in Section 2.5(1) of the Circular to Shareholders dated 20 April 2023 which are necessary for day-to-day operations and are carried out in the ordinary course of business on terms which are not more favourable to the related parties than those generally available to the public and are undertaken on arms' length basis and not to the detriment of minority shareholders;

**AND THAT** the authority conferred by such mandate shall commence upon the passing of this resolution and continue to be in full force until:

- (a) the conclusion of the next Annual General Meeting ("AGM") of the Company at which this shareholders' mandate will lapse, unless by a resolution passed at the next AGM, the mandate is renewed;
- (b) the expiration of the period within which the next AGM is required to be held pursuant to Section 340(2) of the Companies Act 2016 ("the Act") (but must not extend to such extension as may be allowed pursuant to Section 340(4) of the Act); or
- (c) revoked or varied by resolution passed by the shareholders in general meeting;

whichever is the earlier;

**AND THAT** the Board of Directors be and is hereby authorised to complete and do all such acts and things as it may consider expedient or necessary (including executing such documents as may be required) to give effect to the transactions contemplated and/or authorised by this mandate."

**Ordinary Resolution 9**

**(Please refer to Explanatory Note F)**

#### **11. PROPOSED RENEWAL OF SHAREHOLDERS' MANDATE FOR RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE AS SET OUT UNDER SECTION 2.5(2) OF THE CIRCULAR TO SHAREHOLDERS DATED 20 APRIL 2023**

**"THAT** approval be and is hereby given for the renewal of the Shareholders' Mandate for the Company and its subsidiaries to enter into recurrent related party transactions of a revenue or trading nature with the related parties

## NOTICE OF ANNUAL GENERAL MEETING

as set out in Section 2.5(2) of the Circular to Shareholders dated 20 April 2023 which are necessary for day-to-day operations and are carried out in the ordinary course of business on terms which are not more favourable to the related parties than those generally available to the public and are undertaken on arms' length basis and not to the detriment of minority shareholders;

**AND THAT** the authority conferred by such mandate shall commence upon the passing of this resolution and continue to be in full force until:

- (a) the conclusion of the next Annual General Meeting ("AGM") of the Company at which this shareholders' mandate will lapse, unless by a resolution passed at the next AGM, the mandate is renewed;
- (b) the expiration of the period within which the next AGM is required to be held pursuant to Section 340(2) of the Companies Act 2016 ("the Act") (but must not extend to such extension as may be allowed pursuant to Section 340(4) of the Act); or
- (c) revoked or varied by resolution passed by the shareholders in general meeting;

whichever is the earlier;

**AND THAT** the Board of Directors be and is hereby authorised to complete and do all such acts and things as it may consider expedient or necessary (including executing such documents as may be required) to give effect to the transactions contemplated and/or authorised by this mandate."

**Ordinary Resolution 10**

**(Please refer to Explanatory Note F)**

### **12. PROPOSED RENEWAL OF SHARE BUY-BACK AUTHORITY OF UP TO 10% OF THE TOTAL NUMBER OF ISSUED SHARES IN THE COMPANY**

"**THAT** subject to the Companies Act 2016, the Company's Constitution, the Main Market Listing Requirements of Bursa Malaysia Securities Berhad ("Bursa Securities") and the approvals of all relevant governmental and/or regulatory authorities, the Board of Directors of the Company be and are hereby authorised to purchase ordinary shares in the Company through Bursa Securities, provided that:

- (a) the aggregate number of ordinary shares purchased and/or held by the Company as treasury shares shall not exceed 10% of the total number of issued shares of the Company;
- (b) the maximum funds allocated by the Company for the purpose of purchasing its own shares shall not exceed the total retained profits of the Company based on the Company's audited financial statements for the financial year ended 31 December 2022; and
- (c) the authority conferred by this resolution shall continue to be in force until:
  - (1) the conclusion of the next annual general meeting of the Company, at which time the said authority shall lapse unless it is renewed by the passing of a resolution at that meeting, either unconditionally or subject to conditions; or
  - (2) the expiration of the period within which the next annual general meeting of the Company is required to be held pursuant to Section 340(2) of the Companies Act 2016 (but shall not extend to such extension as may be allowed pursuant to Section 340(4) of the Companies Act 2016); or
  - (3) revoked or varied by a resolution passed by the shareholders in a general meeting of the Company,

whichever occurs first.

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**THAT** the Board of Directors of the Company be and are hereby authorised to deal with the shares purchased in their absolute discretion in the following manner:

- (i) cancel all the shares so purchased; and/or
- (ii) retain part thereof as treasury shares and cancel the remainder; and/or
- (iii) retain the shares so purchased in treasury for distribution as dividend to the shareholders; and/or
- (iv) resell on the market of Bursa Securities; and/or
- (v) transfer the treasury shares or any of the said shares as purchase consideration; and/or
- (vi) in any other manner as prescribed by the Companies Act 2016.

**AND THAT** the Board of Directors of the Company be and are hereby authorised to take all such steps as are necessary and/or enter into any agreements, arrangements and instruments with any party or parties to implement, finalise and give full effect to the aforesaid purchase with full powers to assent to any conditions, modifications, variations and/or amendments as may be imposed by the relevant authorities from time to time and to do all acts and things as the Board of Directors may deem fit, necessary and expedient in the best interest of the Company to implement and/or to effect the purchase by the Company of its own shares.”

**Ordinary Resolution 11**

**(Please refer to Explanatory Note G)**

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

### BY ORDER OF THE BOARD

**SULIANA BINTI ROSLI** (SSM PC No. 202008000912) (MAICSA 7057610)

Company Secretary  
Kuala Lumpur

20 April 2023

### Notes

1. The broadcast venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires the Chairman of the meeting to be present at the main venue of the meeting. Members and proxies WILL NOT BE ALLOWED to attend this AGM in person at the broadcast venue on the day of the 18th AGM. The Company has appointed Tricor Investor & Issuing House Services Sdn. Bhd. ("Tricor") as the Poll Administrator for the 18th AGM to facilitate the RPV facilities via TIIH Online website at <https://tiih.online>. Members and proxies can attend, participate and vote remotely in the meeting via TIIH Online website at <https://tiih.online> by using RPV facilities. The procedures for members to register, participate and vote remotely via the RPV facilities are provided in the Administrative Guide for the 18th AGM.
2. A member of the Company entitled to attend and vote at the 18th AGM via RPV is entitled to appoint a proxy or proxies to attend and vote in his/her stead. A proxy may but need not be a member of the Company. There shall be no restriction as to the qualification of the proxy.
3. A member shall not be entitled to appoint more than two (2) proxies to attend and vote at the 18th AGM. Where a member appoints two (2) proxies, the appointments shall be invalid unless he/she specifies the proportions of his/her holdings to be represented by each proxy.
4. Where a member of the Company is an authorised nominee as defined in accordance with the Securities Industry (Central Depositories) Act 1991, it may appoint not more than two (2) proxies in respect of each securities account it holds with ordinary shares of the Company standing to the credit of the said securities account.

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5. Where a member of the Company is an exempt authorised nominee which holds ordinary shares in the Company for multiple beneficial owners in one (1) 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.
6. Where an authorised nominee appoints two (2) proxies, or where an exempt authorised nominee appoints two (2) or more proxies, the proportion of shareholdings to be represented by each proxy must be specified in the instrument appointing the proxies.
7. The instrument appointing a proxy shall be in writing under the hand of the appointor or his/her attorney duly authorised in writing or if the appointor is a corporation, under its Common Seal or the hand of its duly authorised officer.
8. A member who has appointed a proxy or attorney or authorised representative to attend, participate, speak and vote at the 18th AGM via RPV must request his/her proxy to register himself/herself for RPV at TIIH Online website at <https://tiih.online>. Please follow the procedures for RPV set out in the Administrative Guide for the 18th AGM.
9. The appointment of a proxy may be made in a hard copy form or by electronic means in the following manner and must be received by the Company not less than 48 hours before the time appointed for holding the 18th AGM or at any adjournment thereof:
  - (i) In hard copy form

The original signed Proxy Form must be deposited with the Company's Registered Office at No. 2, Jalan Bangsar Utama 9, Bangsar Utama, 59000 Kuala Lumpur, Malaysia.
  - (ii) Via Tricor Online System (TIIH Online)

The Proxy Form can be electronically submitted via TIIH Online at <https://tiih.online>.

Please follow the procedures set out in the Administrative Guide for the 18th AGM.
10. Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions set out in the Notice of the 18th AGM will be put to vote by way of poll.
11. For the purpose of determining a member who shall be entitled to attend the 18th AGM, the Company shall be requesting Bursa Malaysia Depository Sdn. Bhd. to make available to the Company a Record of Depositors as at 16 May 2023 and only a depositor whose name appears on this Record shall be entitled to attend the 18th AGM or appoint proxy or proxies to attend and/or vote on his/her stead.
12. By submitting the duly executed Proxy Form, the member and his/her proxy(ies) consent to the Company (and/or its agents/service providers) collecting, using and disclosing the personal data therein in accordance with the Personal Data Protection Act 2010 for the purpose of the 18th AGM or any adjournment thereof.

### Explanatory Notes to the Agenda

#### A. For Agenda Item 1

**To receive the Audited Financial Statements for the financial year ended 31 December 2022 together with the Reports of the Directors and Auditors thereon**

The Audited Financial Statements are laid in accordance with Section 340(1)(a) of the Companies Act 2016 ("the Act") for discussion only under this Agenda item. They do not require shareholders' approval and hence, will not be put for voting.

## NOTICE OF ANNUAL GENERAL MEETING

### **B. For Agenda Items 2 and 3**

#### **To re-elect Directors who retire by rotation pursuant to Clause 88 of the Company's Constitution**

Datuk Vivekananthan a/l M.V. Nathan and Datuk Manharlal a/l Ratilal are standing for re-election as Directors of the Company and being eligible, have offered themselves for re-election.

### **For Agenda Items 4 and 5**

#### **To re-elect Directors who retires pursuant to Clause 86 of the Company's Constitution**

Tan Sri Dato' Seri Shamsul Azhar bin Abbas and Datin Aisah Eden are standing for re-election as Directors of the Company and being eligible, have offered themselves for re-election.

The Joint Remuneration and Nomination Committee ("JRNC") has via the annual Board Assessment for year 2022 assessed and recommended to the Board, the effectiveness of the Board, Board Committees and individual Directors including the Directors who are seeking for re-election at the forthcoming 18th AGM, based on the prescribed criteria inclusive of their skills, experience, character and valuable contributions and insights to the Board. Datuk Manharlal a/l Ratilal, Tan Sri Dato' Seri Shamsul Azhar bin Abbas and Datin Aisah Eden remained objective and independent in expressing their views and participating in Board deliberations and decision-making and have provided their confirmation of independence for the financial year ended 31 December 2022.

The profiles of the retiring Directors are enclosed in the Profiles of Directors of the Company's Annual Report 2022. The Board has endorsed the JRNC's recommendation for the re-election of the retiring Directors subject to the shareholders' approval at the 18th AGM. All Directors standing for re-election have abstained from deliberations and decisions on their own eligibility to stand for re-election at the relevant JRNC and Board Meetings.

### **C. For Agenda Item 6**

#### **To approve the payment of Directors' fees to Non-Executive Directors up to an amount of RM1,500,000 from 24 May 2023 until the next Annual General Meeting of the Company**

The amount of up to RM1,500,000 under Ordinary Resolution 5 comprising Directors' fees to Non-Executive Directors of the Company is estimated for the period from 24 May 2023 until the next AGM of the Company to be held in 2024. The fees are in accordance with the Directors' Remuneration Framework for Non-Executive Directors in line with their duties and responsibilities and time commitment required to discharge their duties.

### **D. For Agenda Item 7**

#### **To approve the payment of Directors' benefits to Non-Executive Directors up to an amount of RM400,000 from 24 May 2023 until the next Annual General Meeting of the Company**

The amount of up to RM400,000 under Ordinary Resolution 6 comprising Directors' benefits to Non-Executive Directors of the Company is estimated for the period from 24 May 2023 until the next AGM of the Company to be held in 2024. The benefits are in accordance with the Directors' Remuneration Framework for Non-Executive Directors in line with their duties and responsibilities and time commitment required to discharge their duties.

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Directors' benefits comprise fixed meeting allowances payable to Independent Non-Executive Directors for attendance of Board and Board Committee meetings and the provision of company car, driver and club subscriptions for Non-Executive Chairman and Non-Executive Deputy Chairman of the Company. The meeting allowances are estimated based on the number of scheduled Board and Board Committee meetings and Directors' involvement in these meetings. The number of such meetings are determined based on the strategy and plans of the Group.

### **E. For Agenda Item 9**

#### **Authority to allot and issue shares pursuant to Sections 75 and 76 of the Companies Act 2016**

The Company had at the Seventeenth AGM held on 19 May 2022, obtained its shareholders' approval for the renewal of the general mandate for issuance of shares pursuant to Sections 75 and 76 of the Act. The Company, however, did not issue any new shares pursuant to this mandate obtained as at the date of this Notice.

The proposed Ordinary Resolution 8 is a renewal mandate for the issue of shares under Sections 75 and 76 of the Act. If passed, it will give the Directors of the Company from the date of the 18th AGM, authority to allot and issue shares not exceeding 10% of the total number of issued shares (excluding treasury shares) of the Company.

A renewal of this general mandate is to provide flexibility to the Company to issue new shares without the need to convene a separate extraordinary general meeting to obtain its shareholders' approval so as to avoid incurring additional cost and time. The purpose of this general mandate is for possible fund raising exercise including but not limited to further placement of shares for purpose of funding current and/or future investment projects, working capital and/or acquisitions and/or for issuance of shares as settlement of purchase consideration.

### **F. For Agenda Items 10 and 11**

#### **Proposed Renewal of Shareholders' Mandate for Recurrent Related Party Transactions of a Revenue or Trading Nature as set out under Sections 2.5(1) and 2.5(2) of the Circular to Shareholders dated 20 April 2023**

Please refer to the Circular to Shareholders dated 20 April 2023 for detailed information. The Ordinary Resolutions 9 and 10 proposed under Agenda Items 10 and 11 respectively, if passed, will allow the Company and its subsidiaries to enter into recurrent related party transactions of a revenue or trading nature pursuant to Paragraph 10.09 of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. This mandate, unless revoked or varied at a general meeting, will expire at the conclusion of the next AGM of the Company.

### **G. For Agenda Item 12**

#### **Proposed Renewal of Share Buy-Back Authority of up to 10% of the Total Number of Issued Shares in the Company**

Please refer to the Circular to Shareholders dated 20 April 2023 for detailed information. The Ordinary Resolution 11 proposed under Agenda Item 12, if passed, will empower the Board of Directors of the Company to purchase such number of ordinary shares in the Company from time to time on the market of Bursa Malaysia Securities Berhad upon such terms and conditions as the Board of Directors may deem fit in the interest of the Company provided that the aggregate number of shares purchased pursuant to this Resolution does not exceed ten per centum (10%) of the total number of issued shares of the Company for the time being. This mandate, unless revoked or varied at a general meeting, will expire at the conclusion of the next AGM of the Company.

# STATEMENT ACCOMPANYING NOTICE OF ANNUAL GENERAL MEETING

(Pursuant to Paragraph 8.27(2) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad)

1. No individual is seeking election as a Director at the forthcoming Eighteenth Annual General Meeting ("18th AGM").
2. Details of the Directors who are standing for re-election at the 18th AGM are set out in the Profiles of Directors section including the latest interests in the shares of the Company disclosed under Analysis of Shareholdings section of the Company's Annual Report 2022.
3. Details of the general mandate to issue shares in the Company pursuant to Sections 75 and 76 of the Companies Act 2016 are set out in Explanatory Note E of the Notice of 18th AGM.



# ADMINISTRATIVE GUIDE

For the Eighteenth ("18th") Annual General Meeting ("AGM")



**DELEUM**

**Deleum Berhad**

Registration No. 200501033500 (715640-T)  
(Incorporated in Malaysia)

Date : Tuesday, 23 May 2023  
Time : 10.00 a.m.  
Broadcast Venue : Tricor Business Centre, Gemilang Room, Unit 29-02, Level 29, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur  
Online Platform : TIIH Online website at <https://tiih.online> with Remote Participation and Voting ("RPV") facilities

## 1. RPV at Virtual 18th AGM

- a. The 18th AGM of the Company will be conducted virtually through live streaming and online remote voting from the broadcast venue using the RPV facilities provided by Tricor Investor & Issuing House Services Sdn. Bhd. ("Tricor") in Malaysia via its TIIH Online website at <https://tiih.online>.
- b. The broadcast venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires the Chairman of the meeting to be present at the main venue of the meeting. According to the Revised Guidance Note and Frequently Asked Questions issued by Securities Commission Malaysia, an online meeting platform can be recognised as the meeting venue or place under Section 327(2) of Companies Act 2016 provided that the online platform is located in Malaysia.

Shareholders/proxies/corporate representatives WILL NOT BE ALLOWED to be physically present, nor will they be admitted at the broadcast venue as it is only a place where the meeting is broadcasted for transmission online in the presence of Chairman, Directors, Group Chief Executive Officer, Auditors, Company Secretary and Senior Management. No seating and refreshment will be arranged for shareholders, proxies and corporate representatives at the broadcast venue when it is a virtual meeting.

If shareholders, proxies and corporate representatives arrive at the broadcast venue, the management reserves right to ask you to leave the broadcast venue in order to comply with standard operating procedures.

- c. With the use of RPV facilities, the Members may exercise your rights to participate, speak (in the form of types text messages) and vote at the general meeting from different location, including to pose questions to the Board or Management of the Company. Kindly ensure that you are connected to the internet at all times in order to participate and vote when our 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.
- d. Kindly check the Company's website or announcements from time to time for any changes to the administration of the 18th AGM.
- e. The Company will continue to observe the guidelines issued by the Ministry of Health and will take all relevant precautionary measures as advised.

## 2. General Meeting Record of Depositors

Only depositors whose names appear on the General Meeting Record of Depositors as at 16 May 2023 shall be entitled to register and participate at the 18th AGM. If a member is unable to participate at the said meeting, he/she may appoint proxy/proxies to participate and vote on his/her behalf.

## ADMINISTRATIVE GUIDE

For the Eighteenth ("18th") Annual General Meeting ("AGM")

### 3. Pre-Meeting Submission of Questions to the Board of Directors

In order to enhance the efficiency of the proceedings of the 18th AGM, members or proxies may submit questions in advance via Tricor's TIIH Online website at <https://tiih.online> by selecting "e-Services" to login, pose the questions and submit electronically not later than 21 May 2023 at 10.00 a.m. or use the query box to transmit questions via RPV facilities during live streaming of the 18th AGM. The Board of Directors will endeavour to respond to the relevant questions at the 18th AGM.

### 4. Proxy

If you are unable to attend the AGM, you are encouraged to appoint a proxy or the Chairman of the Meeting as your proxy and indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

If you wish to participate in the 18th AGM yourself, please do not submit any Form of Proxy for the 18th AGM. You will not be allowed to participate in the 18th AGM together with a proxy appointed by you.

Accordingly, proxy forms and/or documents relating to the appointment of proxy/corporate representative/attorney for the 18th AGM whether in hard copy or by electronic means shall be deposited or submitted in the following manner not later than **Sunday, 21 May 2023 at 10.00 a.m.:**

i. In hard copy form

The original signed proxy form must be deposited with the Company's Registered Office at No. 2, Jalan Bangsar Utama 9, Bangsar Utama, 59000 Kuala Lumpur, Malaysia. The original instrument appointing a proxy shall be in writing and:

- a) In the case of an individual, shall be signed by the appointor or by his attorney; and
- b) In the case of a corporation, shall be either under the common seal or signed by its attorney or by an officer on behalf of the corporation.

ii. Via Tricor Online System (TIIH Online)

The proxy form can be electronically submitted via TIIH Online at <https://tiih.online>. Please refer to the procedures set out in "**Electronic Lodgement of Proxy Form**" below.

Members are requested to provide their mobile handphone numbers as well as the mobile handphone numbers of their proxies in the proxy forms in the event Tricor needs to contact the members/proxies.

A Corporate Member who wishes to appoint a Corporate Representative to participate at the AGM via RPV must deposit the original certificate appointment of corporate representative to the Company's Registered Office.

For Nominee Company registered as a member, the beneficial owner of the shares under a Nominee Company's CDS account who wishes to participate at the AGM via RPV can request the Nominee Company to appoint him/her as a proxy and deposit the duly completed original Proxy Form at the Company's Registered Office or submit electronically via TIIH Online at <https://tiih.online> not later than **Sunday, 21 May 2023 at 10.00 a.m.**

The appointed proxy/Corporate Representative/proxy of Nominees Company must register himself/herself for RPV at <https://tiih.online>.

For further details, please refer to the "**Procedures for RPV**" at item no. 6.

## ADMINISTRATIVE GUIDE

For the Eighteenth ("18th") Annual General Meeting ("AGM")

### 5. Poll Voting

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 Company has appointed Tricor as Poll administrator to conduct the poll by way of electronic voting (e-voting).

Shareholders/proxies/corporate representatives can proceed to vote on the resolutions at any time from the commencement of the 18th AGM at 10.00 a.m. on 23 May 2023 but before the end of the voting session which will be announced by the Chairman of the meeting. Kindly refer to item (5) of the below Procedures for RPV for guidance on how to vote remotely via TIIH Online website.

Upon completion of the voting session for the 18th AGM, the Scrutineers will verify the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

### 6. Procedures for RPV

Please read and follow the procedures below to engage in remote participation through live streaming and online remote voting at the 18th AGM using the RPV facilities:

Procedure	Action
<b>Before the day of the AGM</b>	
1. Register as a user with TIIH Online	<ul style="list-style-type: none"> <li>Using your computer, access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the "e-Services" by selecting the "Sign Up" button and followed by <b>"Create Account by Individual Holder"</b>. Please refer to the tutorial guide posted on the homepage for assistance.</li> <li>Registration as a user will be approved within one working day and you will be notified via e-mail.</li> <li>If you are already a user of TIIH Online, you are not required to register again. You will receive an email from Tricor to notify you that remote participation for the 18th AGM is available for registration at TIIH Online.</li> </ul>
2. Submit your request	<ul style="list-style-type: none"> <li>Registration is open from Thursday, 20 April 2023 <b>until the day of 18th AGM on Tuesday, 23 May 2023</b>. Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the 18th AGM to ascertain their eligibility to participate at the 18th AGM using RPV.</li> <li>Login with your user ID (i.e. e-mail address) and password and select the corporate event: <b>"(REGISTRATION) DELEUM BERHAD 18TH AGM"</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> <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 Record of Depositors as at <b>16 May 2023</b>, the system will send you an <b>e-mail on 21 May 2023 to approve or reject</b> your registration for remote participation.</li> </ul> <p>(Note: Please allow sufficient time for approval of new user of TIIH Online and registration for the RPV).</p>

## ADMINISTRATIVE GUIDE

For the Eighteenth ("18th") Annual General Meeting ("AGM")

Procedure	Action
<b>On the day of the AGM (23 MAY 2023)</b>	
3. Login to TIIH Online	<ul style="list-style-type: none"> <li>Login with your user ID and password for remote participation at the 18th AGM at any time from <b>9.00 a.m.</b> i.e. 1 hour before the commencement of the 18th AGM on <b>Tuesday, 23 May 2023 at 10.00 a.m.</b></li> </ul>
4. Participate through Live Streaming	<ul style="list-style-type: none"> <li>Select the corporate event: "<b>(LIVE STREAM MEETING) DELEUM BERHAD 18TH AGM</b>" to engage in the proceeding of the 18th AGM remotely.</li> <li>If you have any question for the Chairman/Board, you may use the query box to transmit your question. If time permits, the Chairman/Board will try to respond to those relevant questions relating to the businesses to be discussed at the 18th AGM which are submitted by remote participants during the 18th AGM. You are encouraged to submit questions before the 18th AGM as priority will be given to questions submitted before the AGM – see "<b>Pre-Meeting Submission of Questions to the Board of Directors</b>".</li> </ul>
5. Online Remote Voting	<ul style="list-style-type: none"> <li>Voting session commences <b>from 10.00 a.m. on Tuesday, 23 May 2023</b> until a time when the Chairman announces the completion of the voting session of the 18th AGM.</li> <li>Select the corporate event: "<b>(REMOTE VOTING) DELEUM BERHAD 18TH AGM</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>
6. End of Remote Participation	<ul style="list-style-type: none"> <li>Upon the declaration of the poll results and announcement by the Chairman on closure of the 18th AGM, live streaming will end.</li> </ul>

### Note to users of the RPV:

- Should your registration for the 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.
- 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 stream meeting or online voting on the meeting day, kindly call Tricor Help Line at 011-4080 5616 / 011-4080 3168 / 011-4080 3169 / 011-4080 3170 or e-mail to [tiih.online@my.tricorglobal.com](mailto:tiih.online@my.tricorglobal.com) for assistance.

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### 7. Electronic Lodgement of Proxy Form

The procedures to lodge your proxy form electronically via Tricor's TIIH Online website are summarised below:

Procedure	Action
<b>i. Steps for Individual Shareholders</b>	
a. Register as a User with TIIH Online	<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 Proxy Form	<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>"Deleum Berhad 18th AGM - 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(s) to vote on your behalf.</li> <li>Appoint your proxy(s) and insert the required details of your proxy(s) or appoint Chairman as your proxy.</li> <li>Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote.</li> <li>Review and confirm your proxy(s) appointment.</li> <li>Print proxy form for your record.</li> </ul>
<b>ii. Steps for Corporate or Institutional Shareholders</b>	
Register as a User with TIIH Online	<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 corporate or institutional shareholder 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 to two working days.</li> <li>Proceed to active your account with the temporary password given in the email and re-set your own password.</li> </ul>
<p>Note: The representative of a corporate 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 Tricor if you need clarifications on the user registration.</p>	
Proceed with submission of Proxy Form	<ul style="list-style-type: none"> <li>Login to TIIH Online at <a href="https://tiih.online">https://tiih.online</a></li> <li>Select the corporate event: <b>"Deleum Berhad 18th AGM – 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 <b>"Deleum 18th AGM - Submission of Proxy Form"</b> 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>Login to TIIH Online, select corporate event: <b>"Deleum Berhad 18th AGM – Submission of Proxy Form"</b>.</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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### 8. No Recording or Photography

No recording or photography of the AGM proceedings is allowed without the prior written permission of the Company.

### 9. Food Voucher and Door Gift

There will be no distribution of food voucher or door gift to members/proxy/proxies.

### 10. Enquiry

If you have any enquiry prior to the 18th AGM, please contact the following officers during office hours from 8.30 a.m. to 5.30 p.m. (Mondays to Fridays):

#### **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 Nur Qaisara Naaila  
+603-2783 9272 (Nur.Qaisara.Naaila@my.tricorglobal.com)

Puan Nor Faeayzah  
+603-2783 9274 (Nor.Faeayzah@my.tricorglobal.com)