## NOTICE OF SIXTY-SIXTH $(66^{TH})$ ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Sixty-Sixth ("66th") Annual General Meeting ("AGM") of the Company will be held on a fully virtual basis at the following date, time and venue to transact the following business:-

https://meeting.boardroomlimited.my

Venue To be deemed held where the Chairman of the Meeting is in Malaysia

Day and Date Tuesday, 18 July 2023

Time 10:00 A.M.

#### AGENDA

#### AS ORDINARY BUSINESS

To receive the Audited Financial Statements of the Company together with the Directors' and Auditors' [Please refer to Note A] reports for the financial year ended 31 January 2023.

To approve the payment of Directors' fees of RM506,191.78 for the financial year ended 31 January 2023. Ordinary Resolution 1

[Please refer to Note B]

To approve the payment of Directors' benefits payable up to an amount of RM70,000.00 from 19 July 2023 Ordinary Resolution 2 until the date of the next AGM of the Company. [Please refer to Note B]

To re-elect Dato' Shahriman bin Shamsuddin who is retiring as a Director in accordance with Clause 116 of Ordinary Resolution 3 the Company's Constitution and being eligible, has offered himself for re-election. [Please refer to Note C]

Tan Sri Datuk Amar (Dr.) Hamid bin Bugo who retires in accordance with Clause 116 of the Company's Constitution, has expressed his intention not to seek re-election. Hence, he will retain office until the close of the 66th AGM.

To re-elect the following Directors who are retiring in accordance with Clause 115 of the Company's Constitution and being eligible, have offered themselves for re-election:-

(a) Dr. Yap Lang Ling; and Ordinary Resolution 4 (b) Encik Reza bin Abdul Rahim **Ordinary Resolution 5** [Please refer to Note C]

To re-appoint Ernst & Young PLT as Auditors of the Company until the conclusion of the next AGM and to Ordinary Resolution 6 authorise the Directors to fix their remuneration. [Please refer to Note D]

#### **AS SPECIAL BUSINESS**

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

Authority for Directors to Allot and Issue Shares Pursuant to Sections 75 and 76 of the Companies Act 2016 and Waiver of Pre-Emptive Rights

"THAT subject always to the Companies Act 2016 ("the Act"), the Constitution of the Company and the Ordinary Resolution 7 approvals from Bursa Malaysia Securities Berhad ("Bursa Securities") and any other relevant governmental [Please refer to Note E] and/or regulatory authorities, the Directors of the Company be and are hereby empowered pursuant to Sections 75 and 76 of the Act, to allot and issue shares in the capital of the Company at any time, at such price, upon such terms and conditions, for such purposes and to such person or persons whomsoever as the Directors may in their absolute discretion deem fit, provided always that the aggregate number of shares to be issued 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 ("General Mandate");

AND THAT approval be and is hereby given for the pre-emptive rights of the shareholders of the Company under Section 85 of the Act read together with Clause 14 of the Constitution, over all the new shares to be issued pursuant to and/or arising from the General Mandate ranking equally to the existing issued shares, being in proportion as nearly as the circumstances admit, to the amount of the existing shares held by the shareholders of the Company as at the date of issuance and allotment of such new shares ("Pre-emptive Rights"), be irrevocably and unconditionally waived ("Waiver of Pre-emptive Rights");

AND THAT the Company be exempted from the obligation to offer such new shares to be issued and allotted pursuant to the General Mandate to the shareholders of the Company in accordance with the Preemptive Rights;

AND THAT the Directors and/or the Company Secretaries be hereby authorised to take all steps as are necessary and expedient in order to implement, finalise and give full effect to the Waiver of Pre-emptive Rights for and on behalf of the Company;

**AND THAT** the Directors be and are also empowered to obtain the approval for the listing of and quotation for the additional shares so issued on Bursa Securities;

AND FURTHER THAT such authority shall commence immediately upon the passing of this resolution and continue to be in force until the conclusion of the next AGM of the Company."

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

BY ORDER OF THE BOARD

CHUA SIEW CHUAN (MAICSA 0777689) (SSM PC NO. 201908002648) YAU JYE YEE (MAICSA 7059233) (SSM PC NO. 202008000733) Company Secretaries

Selangor Darul Ehsan 31 May 2023

#### **EXPLANATORY NOTES ON ORDINARY AND SPECIAL BUSINESSES:**

#### A. Audited Financial Statements

This Agenda item is meant for discussion only as under the provision of Section 340(1)(a) of the Companies Act 2016, formal approval by members is not required to be obtained. Hence, this Agenda item will not be put forward for voting.

#### B. Payment of Directors' Fees and Benefits Payable

Section 230(1) of the Act provides amongst others, that "the fees" of the directors and "any benefits" payable to the directors of a listed company and its subsidiaries shall be approved at a general meeting. In this respect, the Board agreed that the shareholders' approval shall be sought at the 66<sup>th</sup> AGM of the Directors' fees for the financial year ended 31 January 2023 under Ordinary Resolution 1.

Under Ordinary Resolution 2, the benefits payable to the Directors have been reviewed by the Board Nomination and Remuneration Committee ("BNRC") and the Board of Directors of the Company, which recognise that the benefits payable is in the best interest of the Company. The Directors' benefits comprised of meeting allowance only.

#### C. Re-election of Directors

Clause 116 of the Constitution of the Company states that one-third (1/3) of the Directors shall retire from office and shall be eligible for re-election at each AGM. All Directors shall retire from office at least once every three (3) years but shall be eligible for re-election.

Pursuant to Clause 116 of the Company's Constitution, both Dato' Shahriman bin Shamsuddin and Tan Sri Datuk Amar (Dr.) Hamid bin Bugo are to retire at the forthcoming 66<sup>th</sup> AGM of the Company. Dato' Shahriman bin Shamsuddin has indicated his willingness to seek re-election while Tan Sri Datuk Amar (Dr.) Hamid bin Bugo has expressed his intention not to seek re-election. Therefore, Tan Sri Datuk Amar (Dr.) Hamid bin Bugo shall retire upon the conclusion of the 66<sup>th</sup> AGM of the Company.

Clause 115 of the Constitution of the Company provides that the Directors shall have power at any time to appoint any other person to be a Director, either to fill a casual vacancy or as an addition to the existing Board. The total number of Directors shall not exceed the maximum number fixed by or in accordance with the Constitution. Any Director so appointed shall hold office until the conclusion of the next AGM and shall be eligible for re-election at the AGM.

Dr. Yap Lang Ling and Encik Reza bin Abdul Rahim who were appointed as Directors of the Company on 1 November 2022 and 6 April 2023 respectively shall retire in accordance with Clause 115 of the Constitution and being eligible, have offered themselves for re-election.

In determining the eligibility of the Directors to stand for re-election at the forthcoming 66<sup>th</sup> AGM, the BNRC has reviewed and assessed each of the retiring Directors from the annual assessment and evaluation of the Board for the financial year ended 31 January 2023 as follows:-

- (i) Directors' self-assessment and peer-to-peer performance evaluation;
- (ii) Evaluation on the effectiveness of the Board as a whole and the Committees of the Board; and
- (iii) For Independent Non-Executive Directors ("INEDs") only, the level of independence demonstrated by the INEDs and their ability to act in the best interest of the Company.

The Board of Directors has through the BNRC carried out the necessary assessment on the aforesaid retiring Directors and concluded that they met the criteria as prescribed under Paragraph 2.20A of the Main Market Listing Requirements of Bursa Securities on character, experience, integrity, competence and time commitment to effectively discharge their roles as Directors.

The profiles of the Directors standing for re-election are set out in the Directors' Profiles section of the 2023 Annual Report.

#### D. Re-appointment of Auditors

The Board Audit and Risk Committee ("BARC") have assessed the suitability and independence of the External Auditors and recommended the re-appointment of Ernst & Young PLT as External Auditors of the Company for the financial year ending 31 January 2024. The Board has in turn reviewed the recommendation of the BARC and recommended the same to be tabled to the shareholders for approval at the forthcoming 66<sup>th</sup> AGM of the Company under Ordinary Resolution 6.

E. Authority for Directors to Issue Shares Pursuant to Sections 75 and 76 of the Companies Act 2016 and Waiver of Pre-Emptive Rights

The proposed Ordinary Resolution 7 is intended to renew the authority granted to the Directors of the Company at the Sixty-Fifth AGM of the Company held on 20 July 2022 to issue and allot shares at any time to such persons in their absolute discretion without convening a general meeting provided that the aggregate number of the shares issued does not exceed 10% of the total number of issued shares of the Company for the time being ("General Mandate").

As at the date of this Notice, no new shares in the Company had been issued pursuant to the General Mandate granted to the Directors at the last AGM held on 20 July 2022 which will lapse at the conclusion of the forthcoming 66<sup>th</sup> AGM.

The new General Mandate will enable the Directors to take swift action for the allotment of shares for any possible fundraising activities, including but not limited to further placing of shares, for the purpose of funding future investment project(s), working capital and/or acquisition(s) and to avoid delay and cost in convening general meetings to approve such issue of shares.

Subsection 85(1) of the Act states that "Subject to the Constitution, where a company issue shares which rank equally to existing shares as to voting or distribution rights, those shares shall first be offered to the holders of existing shares in a manner which would, if the offer were accepted, maintain the relative voting and distribution rights of those shareholders".

It is also provided under Clause 14 of the Constitution of the Company that subject to any direction to the contrary that may be given by the Company in general meeting and subject always to the Constitution and the Act, all new shares or other securities shall, before issue, be offered to Members who at the date of the offer are entitled to receive notices from the Company of general meetings in proportion as nearly as the circumstances admit, to the amount of the existing shares or securities to which they are entitled.

Accordingly, the Company wishes to seek approval from the shareholders of the Company to waive their Pre-emptive Rights under Section 85 of the Act read together with Clause 14 of the Constitution insofar as the exercise by the Company of the General Mandate to issue and allot new shares is concerned, for the Company to issue new shares to any person, whether it is a member or not, in such numbers or proportions as the Directors may determine under the General Mandate. As such, by approving Ordinary Resolution 7, the shareholders have and shall be deemed to have irrevocably and unconditionally waive their Pre-Emptive Rights.

#### NOTES:-

#### MODE OF MEETING

1. The 66<sup>th</sup> AGM of the Company will be conducted on a fully virtual basis through live streaming and online remote voting by shareholders and proxies via the Remote Participation and Voting ("RPV") Platform. To attend the 66<sup>th</sup> AGM remotely, all members will have to register for Remote Participation and Voting Facilities via Boardroom Smart Investor Portal at https://investor.boardroomlimited.com.

Please follow the steps and procedures provided in the Administrative Notes for the 66<sup>th</sup> AGM of the Company, published on the Company's website at <u>www.sapura-resources.com</u> in order to register, participate and vote remotely via the RPV Platform.

The 66<sup>th</sup> AGM is to be deemed held where the Chairman of the Meeting is in Malaysia for the compliance with Section 327(2) of the Companies Act 2016 and in accordance with Clause 77 of the Company's Constitution which allows a general meeting to be held at more than one (1) venue, using any technology or method that enables the members of the Company to participate and to exercise the members' right to speak and vote at the general meeting. Shareholders/proxy(ies) will not be allowed to attend the 66<sup>th</sup> AGM in person on the day of the 66<sup>th</sup> AGM of the Company.

According to the Securities Commission Malaysia's Guidance Note and Frequently Asked Questions and its subsequent amendments
on the Conduct of General Meetings for Listed Issuers, 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.

Shareholders WILL NOT BE ALLOWED to attend the AGM in person on the day of the Meeting.

By utilising the RPV facilities, shareholders are to remotely participate, speak (by way of posing questions to the Board via real time submission of typed texts) and cast their votes at the  $66^{th}$  AGM.

#### APPOINTMENT OF PROXY

- 1. In respect of deposited securities, only members whose names appear on the Record of Depositors as at 11 July 2023 (General Meeting Record of Depositors) shall be entitled to participate, speak and vote at this Meeting.
- 2. A member of the Company who is entitled to participate and vote at the Meeting, shall be entitled to appoint more than one (1) proxy to participate, speak and vote in his stead. Where a member appoints more than one (1) proxy in relation to a meeting, the member shall specify the proportion of his/her shareholdings to be represented by each proxy, failing which the appointment shall be invalid.
- 3. A proxy may but need not be a member of the Company and a member may appoint any person to be his proxy without limitation. There shall be no restriction as to the qualification of the proxy. A proxy appointed to participate and vote at the Meeting shall have the same rights as the member to participate, speak and vote at the Meeting.

As guided by the Securities Commission Malaysia's Guidance Note and FAQs on the Conduct of General Meetings for Listed Issuers, the right to speak is not limited to verbal communication only but includes other modes of expression. Therefore, the primary mode of communication by shareholders for the 66<sup>th</sup> AGM is via text messaging facilities provided under the RPV Platform. In the event of any technical glitch in the primary mode of communication, all other reasonable modes of communication are acceptable for the 66<sup>th</sup> AGM.

- 4. The instrument appointing a proxy shall be in writing under the hand of the member or of his attorney duly authorised in writing or, if the member is a corporation, shall either be executed under the corporation's common seal or under the hand of an officer or attorney duly authorised.
- 5. Where a member of the Company is an Exempt Authorised Nominee as defined under the Securities Industry (Central Depositories)

  Act 1991 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. The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a duly notarised certified copy of that power or authority, shall be deposited at the Company's Share Registrar, Boardroom Share Registrars Sdn. Bhd. of 11<sup>th</sup> Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan not less than forty-eight (48) hours before the time appointed for holding the Meeting, i.e., not later than 16 July 2023 at 10:00 a.m. or adjournment thereof.

Alternatively, the form of proxy can be deposited electronically through the Share Registrar's website, Boardroom Smart Investor Online Portal at <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> to login and deposit your proxy form electronically not less than forty-eight (48) hours before the time appointed for holding the Meeting or adjournment thereof.

The lodging of the Proxy Form does not preclude any shareholder from participating and voting remotely at the Meeting should any shareholder subsequently wishes to do so, provided a Notice of Termination of Authority to act as Proxy is given to the Company and deposited at the office of Share Registrar of the Company, Boardroom Share Registrars Sdn. Bhd. at 11<sup>th</sup> Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan not less than twenty-four (24) hours before the time stipulated for holding the Meeting or any adjournment thereof.

All resolutions set out in the Notice of the Meeting are to be voted by poll voting as per paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Securities via the RPV Platform.

#### 7. <u>Corporate Representatives</u>

As an alternative to the appointment of a proxy, a corporate member may appoint its corporate representative to attend the 66<sup>th</sup> AGM pursuant to Section 333 of the Companies Act 2016. For this purpose and pursuant to Section 333 (5) of the Companies Act 2016, the corporate member shall be provided a certificate under its common seal as prima facie evidence of the appointment of the corporate representative.

#### Personal data privacy:

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the AGM and/or any adjournment thereof, a member of the Company (i) consents to the collection, use and disclosure of the member's personal data by the Company (or its agents) for the purpose of the processing and administration by the Company (or its agents) of proxies and representatives appointed for the AGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the AGM (including any adjournment thereof), and in order for the Company (or its agents) to comply with any applicable laws, listing rules, regulations and/or guidelines (collectively, the "Purposes"), (ii) warrants that where the member discloses the personal data of the member's proxy(ies) and/or representative(s) to the Company (or its agents), the member has obtained the prior consent of such proxy(ies) and/or representative(s) for the collection, use and disclosure by the Company (or its agents) of the personal data of such proxy(ies) and/or representative(s) for the Purposes, and (iii) agrees that the member will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the member's breach of warranty.

### **FORM OF PROXY**



Total number of Proxy(ies) appointed		
The proportion of holdings to be represented by each proxy	Proxy 1 %	Proxy 2 %
Total of number of ordinary shares held		
CDS Account No.		

Sapura Resources Berhad [195701000235 (3136-D)] (Incorporated in Malaysia)

Total of Hamber of Ordinary Shares held			
CDS Account No.			
I/We	(NRIC/Passport/Company No.)		
(FULL NAME IN CAPITAL LETTERS)			
of			
	JLL ADDRESS & TEL NUMBER)		
being a Member/Members of SAPURA RESOURCES BERHAD h	ereby appoint		
	(NRIC/Passport No.)		
(FULL NAME IN CAPITAL LETTERS)			
of			
	(FULL ADDRESS & EMAIL)		
and/or failing him/her,	,		
(FULL NAME IN CAPITAL LETTERS)	(Mile/ 1 d33port 10.)		
of			
·	(FULL ADDRESS & EMAIL)		
or failing *him/her, the *Chairman of the Meeting, as Annual General Meeting ("66 <sup>th</sup> AGM") of Sapura Resour	ces Berhad will be held on a fully virtual basis he	osted on the v	website at
<u>https://meeting.boardroomlimited.my</u> provided by Board A.M. or at any adjournment thereof and to vote as indicate		1ay, 18 July 202	!3 at 10:00
Resolution No. Resolutions		For	Against
Ordinary Business:			
Ordinary Resolution 1 Payment of Directors' fees of RM500	610178		
Ordinary resolution is rayillelled birectors lees of RMSO	0,171.10.		

Resolution No.	Resolutions	FOL	Against
Ordinary Business:			
Ordinary Resolution 1	Payment of Directors' fees of RM506,191.78.		
Ordinary Resolution 2	Payment of Directors' benefits payable up to an amount of RM70,000.00.		
Ordinary Resolution 3	$Re-election \ of \ Dato' \ Shahriman \ bin \ Shams udd in pursuant to \ Clause \ 116 \ of \ the \ Company's \ Constitution.$		
Ordinary Resolution 4	Re-election of Dr. Yap Lang Ling pursuant to Clause 115 of the Company's Constitution.		
Ordinary Resolution 5	Re-election of Encik Reza bin Abdul Rahim pursuant to Clause 115 of the Company's Constitution.		
Ordinary Resolution 6	Re-appointment of Ernst & Young PLT as Auditors of the Company.		
Special Business:			
Ordinary Resolution 7	Authority for Directors to allot and issue shares pursuant to Sections 75 and 76 of the Companies Act 2016 and Waiver of Pre-Emptive Rights.		

Please indicate with an "X" in the space above how you wish your vote to be cast. If no specific direction as to voting is given, the Proxy will vote or abstain from voting at his/her discretion.

Signature / Common Seal of Shareholder
\* Strike out whichever is not applicable

#### Dated this \_\_\_\_\_\_ day of \_\_\_\_\_ 2023

#### Notes:

#### Mode of Meeting

 The 66<sup>th</sup> AGM of the Company will be conducted on a fully virtual basis through live streaming and online remote voting by shareholders and proxies via the Remote Participation and Voting ("RPV") Platform. To attend the 66<sup>th</sup> AGM remotely, all members will have to register for Remote Participation and Voting Facilities via Boardroom Smart Investor Portal at https://investor.boardroomlimited.com/.

Please follow the steps and procedures provided in the Administrative Notes for the 66<sup>th</sup> AGM of the Company, published on the Company's website at <u>www.sapura-resources.com</u> in order to register, participate and vote remotely via the RPV Platform.

The 66<sup>th</sup> AGM is to be deemed held where the Chairman of the Meeting is in Malaysia for the compliance with Section 327(2) of the Companies Act 2016 and in accordance with Clause 77 of the Company's Constitution which allows a general meeting to be held at more than one (1) venue, using any technology or method that enables the members of the Company to participate and to exercise the members' right to

- speak and vote at the general meeting. Shareholders/proxy(ies) will not be allowed to attend the 66th AGM in person on the day of the 66th AGM of the Company.
- According to the Securities Commission Malaysia's Guidance Note and Frequently Asked Questions and its subsequent amendments on the Conduct of General Meetings for Listed Issuers, 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.
  - Shareholders WILL NOT BE ALLOWED to attend the AGM in person on the day of the Meeting.
  - By utilising the RPV facilities, shareholders are to remotely participate, speak (by way of posing questions to the Board via real time submission of typed texts) and cast their votes at the 66th AGM.

#### **Appointment of Proxy**

 In respect of deposited securities, only members whose names appear on the Record of Depositors as at 11 July 2023 (General Meeting Record of Depositors) shall be entitled to participate, speak and vote at this Meeting.

- A member of the Company who is entitled to participate and vote at the Meeting, shall be entitled to appoint more than one (1) proxy to participate, speak and vote in his stead. Where a member appoints more than one (1) proxy in relation to a meeting, the member shall specify the proportion of his/her shareholdings to be represented by each proxy, failing which the appointment shall be invalid.
- 3. A proxy may but need not be a member of the Company and a member may appoint any person to be his proxy without limitation. There shall be no restriction as to the qualification of the proxy. A proxy appointed to participate and vote at the Meeting shall have the same rights as the member to participate, speak and vote at the Meeting.

As guided by the Securities Commission Malaysia's Guidance Note and FAQs on the Conduct of General Meetings for Listed Issuers, the right to speak is not limited to verbal communication only but includes other modes of expression. Therefore, the primary mode of communication by shareholders for the 66th AGM is via text messaging facilities provided under the

RPV Platform. In the event of any technical glitch in the primary mode of communication, all other reasonable modes of communication are acceptable for the 66<sup>th</sup>

- 4. The instrument appointing a proxy shall be in writing under the hand of the member or of his attorney duly authorised in writing or, if the member is a corporation, shall either be executed under the corporation's common seal or under the hand of an officer or attorney duly authorised.
- 5. Where a member of the Company is an Exempt Authorised Nominee as defined under the Securities Industry (Central Depositories) Act 1991 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.
- The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a duly notarised certified copy of that power or authority, shall be deposited at the Company's Share

Registrar, Boardroom Share Registrars Sdn. Bhd. of 11<sup>th</sup> Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan not less than forty-eight (48) hours before the time appointed for holding the Meeting, or adjournment thereof.

Alternatively, the form of proxy can be deposited electronically through the Share Registrar's website, Boardroom Smart Investor Online Portal at <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> to login and deposit your proxy form electronically not less than forty-eight (48) hours before the time appointed for holding the Meeting or adjournment thereof

The lodging of the Proxy Form does not preclude any shareholder from participating and voting remotely at the Meeting should any shareholder subsequently wishes to do so, provided a Notice of Termination of Authority to act as Proxy is given to the Company and deposited at the office of Share Registrar of the Company, Boardroom Share Registrars Sdn. Bhd. at 11th Floor, Menara Symphony,

No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan not less than twenty-four (24) hours before the time stipulated for holding the Meeting or any adjournment thereof.

All resolutions set out in the Notice of the Meeting are to be voted by poll voting as per paragraph 8.29A(1) of the MMLR of Bursa Securities via the RPV Platform.

#### 7. Corporate Representatives

As an alternative to the appointment of a proxy, a corporate member may appoint its corporate representative to attend the 66<sup>th</sup> AGM pursuant to Section 333 of the Companies Act 2016. For this purpose and pursuant to Section 333 (5) of the Companies Act 2016, the corporate member shall be provided a certificate under its common seal as prima facie evidence of the appointment of the corporate representative.

#### Personal Data Privacy:

By submitting an instrument appointing a proxy(ies) and /or representative(s), the member accepts and agrees to the personal data privacy terms set out in the Notice of Annual General Meeting dated 31 May 2023.

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#### THE SHARE REGISTRAR

Boardroom Share Registrars Sdn. Bhd. [199601006647 (378993-D)]

11<sup>th</sup> Floor, Menara Symphony,
No. 5, Jalan Prof. Khoo Kay Kim,
Seksyen 13,
46200 Petaling Jaya,
Selangor Darul Ehsan

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Sapura Resources Berhad [195701000235 (3136-D)] (Incorporated in Malaysia)

# ADMINISTRATIVE DETAILS FOR SHAREHOLDERS/PROXIES ATTENDING THE SIXTY-SIXTH ANNUAL GENERAL MEETING ("66<sup>TH</sup> AGM")

#### DATE, TIME AND VENUE OF AGM

Date :	Time :	Mode	e of Communication :
Tuesday, 18 July 2023	10.00 a.m.	1.	Shareholders may pose questions during live streaming using the messaging window facility to submit questions during the meeting. The messaging window facility will be opened one (1) hour before the AGM which is from 9:00 a.m. on Tuesday, 18 July 2023.
Meeting Platform:  https://meeting.boo	ndroomlimited.my	2.	Shareholders may submit questions in advance on the AGM resolutions and Annual Report 2023 commencing from 31 May 2023 and in any event no later than 10:00 a.m, 16 July 2023 via Boardroom Smart Investor Portal at https://investor. boardroomlimited.com using the same user ID and password provided in Step 2 below, and select "SUBMIT QUESTION" to pose questions ("Pre-AGM Meeting Questions").

#### A. Fully Virtual 66th AGM

In support of the Government of Malaysia's ongoing efforts to contain the spread of the Coronavirus and the Government's advice of social distancing and not having mass gatherings, the Company would like to leverage on technology advancement by conducting the 66<sup>th</sup> AGM on a fully virtual basis through electronic live streaming and online remote voting.

The 66<sup>th</sup> AGM is to be deemed held where the Chairman of the Meeting is in Malaysia for the compliance with Section 327(2) of the Companies Act 2016 ("CA2016"). As the Company is allowed under Section 327(1) of CA 2016, to convene general meeting at more than one venue using any technology or method that enables the shareholders of the Company to participate and exercise their rights to speak and vote at the general meeting, no shareholder and proxies from the public should be physically present on the day of the AGM of the Company.

You can view and download the digital version of the following documents from our Company's corporate website at <a href="http://www.sapura-resources.com">http://www.sapura-resources.com</a> or at Bursa Malaysia Berhad's official website at <a href="https://www.bursamalaysia.com">https://www.bursamalaysia.com</a>

- a. Annual Report 2023 ("AR2023")
- b. Corporate Governance Report 2023

However, should you require a printed copy of the AR2023, you may submit your request by completing the Requisition Form and returning it to our Share Registrar, Boardroom Share Registrars Sdn. Bhd. ("Share Registrar" or "Boardroom"), by mail or fax. Alternatively, you may also make your request through telephone/email to our Share Registrar at the number/email address given below.

Should you require any assistance on the above, kindly contact our Share Registrar at  $+603-7890\,4700$  or bsr.helpdesk@boardroomlimited.com

#### **B. Entitlement to Participate in the AGM**

In respect of deposited securities, only members whose names appear on the Record of Depositors on 11 July 2023 (General Meeting Record of Depositors) shall be eligible to participate in the meeting or appoint proxy(ies) to participate on his/her behalf.

#### C. Remote Participation and Electronic Voting

Shareholders are encouraged to go online, participate, and vote at the Virtual AGM via remote participation. Please follow the steps listed in Note G below on how to request for login ID and password.

#### D. Form(s) of Proxy

If you are unable to attend the Fully Virtual 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.

Please ensure that the Form of proxy is deposited at our Share Registrar's office not less than forty-eight (48) hours before the time appointed for holding the meeting. Details of our Share Registrar's office can be found in the enquiry section of this document.

Alternatively, you may deposit your Form(s) of proxy by electronic means through the smart investor portal at <a href="https://investor.boardroomlimited.com/">https://investor.boardroomlimited.com/</a> by logging in and selecting "E-PROXY LODGEMENT".

#### E. Revocation of Proxy

If you have submitted your Form(s) of Proxy and subsequently decide to appoint another person or wish to participate in the meeting yourself, please write in to <u>bsr.helpdesk@boardroomlimited.com</u> to revoke the earlier appointed proxy twenty-four (24) hours before the meeting.

#### F. Voting Procedure

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. Poll administrator and Independent Scrutineers will be appointed to conduct the polling process and verify the result of the poll respectively.

#### G. STEPS FOR REGISTRATION FOR REMOTE PARTICIPATION AND ELECTRONIC VOTING

Pro	cedure	Action
Bef	ore the day of the AGM	
1.	Register Online with Boardroom Smart Investor Portal	<ul> <li>[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register. You may proceed to Step 2.]</li> <li>a. Access website <a href="https://investor.boardroomlimited.com/">https://investor.boardroomlimited.com/</a></li> <li>b. Click &lt;&lt; Login&gt;&gt; and click &lt;&lt; Register&gt;&gt; to sign up as a user.</li> <li>c. Complete registration and upload softcopy of MyKAD (front and back) or Passport.</li> <li>d. Please enter a valid email address.</li> <li>e. Your registration will be verified and approved within one (1) business day and an email notification will be provided.</li> </ul>

Procedure	Action	
Before the day of the AGM		
2. Submit request for remote participation	Registration for remote access will be opened on 31 May 2023 (Date of Notice of AGM). Plea note that the closing time to submit your request is at 10am on 16 July 2023 (48 hours before the commencement of the AGM).	
	Corporate Shareholders, Authorised Nominee and Exempt Authorised Nominee	
	Via BSIP	
	a. Log in to <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> using your user ID and password from Step 1 above.	
	b. Read and accept the General Terms and Conditions by clicking "Next".	
	c. Enter your CDS Account number of securities held and attach a copy of the authorisation letter (for corporate representative).	
	<ul> <li>Enter the corporate representative's details or select your proxy - either the Chairman of the meeting or individual named proxy(ies) and enter the required particulars of your proxy(ies).</li> </ul>	
	e. Indicate your voting instruction - "FOR" or "AGAINST" otherwise your proxy will decide your vote.	
	f. Review and confirm your proxy appointment and click "Apply".	
	g. Download or print the eProxy form as acknowledgement.	
	Individual Members	
	a. Log in to <u>https://investor.boardroomlimited.com/</u>	
	b. Select "Hybrid/Virtual Meeting" from main menu and select the correct Corporate Event "SAPURA RESOURCES BERHAD SIXTY-SIXTH (66 <sup>th</sup> ) VIRTUAL ANNUAL GENERAL MEETING".	
	<ul><li>c. Read and agree to the terms &amp; condition and thereafter submit your request.</li><li>d. Enter your CDS Account.</li></ul>	
	Corporate Shareholders	
	a. Write in to <u>bsr.helpdesk@boardroomlimited.com</u> by providing the name of Member, CDS Account Number accompanied with the Certificate of Appointment of Corporate Representative or Form of Proxy to submit the request.	
	b. Please provide a copy of Corporate Representative's MyKad (Front and Back) or Passport as well as his/her email address.	
	Authorised Nominee and Exempt Authorised Nominee  a. Write in to <u>bsr.helpdesk@boardroomlimited.com</u> by providing the name of Member,	
	CDS Account Number accompanied with the Form of Proxy to submit the request.	
	b. Please provide a copy of Corporate Representative's MyKad (Front and Back) or Passport as well as his/her email address.	
3 Email notification	a. You will receive notification(s) from Boardroom that your request(s) has been received and is/are being verified.	
	b. Upon system verification against the General Meeting Record of Depositories as at 11 July 2023, you will receive an email from Boardroom either approving or rejecting your registration for remote participation together with your remote access user ID and password.	

#### G. STEPS FOR REGISTRATION FOR REMOTE PARTICIPATION AND ELECTRONIC VOTING

On the day of the AGM	
4. Login to Meeting Platform	Please note that the quality of the connectivity to the Meeting Platform for live webcast as well as for online voting is highly dependent on the bandwidth and the stability of the internet connectivity available at the location of the remote users.
	<ul> <li>a. The Meeting Platform will be open for login one (1) hour before the commencement of the AGM at 9am on 18 July 2023.</li> <li>b. The Meeting Platform can be accessed via one of the following: -</li> </ul>
	c. Scan the QR Code provided in the email notification;
	Navigate to the website at <u>https://meeting.boardroomlimited.my</u>
	d. Insert the Meeting ID and sign in with the user ID and password provided to you via the email notification in Step 3.
Procedure	Action
On the day of the AGM	
5. Participate	[Note: Questions submitted online will be moderated before being sent to the Chairman to avoid repetition. All questions and messages will be presented with the full name and identity of the participant raising the question.]
	a. If you would like to view the live webcast, select the broadcast icon. 🛋
	<ul> <li>b. If you would like to ask a question during the AGM, select the messaging icon.</li> <li>c. Type your message within the chat box, once completed click the send button.</li> </ul>
On the day of the AGM	
6. Voting	<ul> <li>Once voting has been opened, the polling icon will appear with the resolutions and your voting choices.</li> </ul>
	b. To vote simply select your voting direction from the options provided. A confirmation message will appear to show your vote has been received.
	<ul><li>c. To change your vote, simply select another voting direction.</li><li>d. If you wish to cancel your vote, please press "Cancel".</li></ul>
7. End of Participation	Upon the announcement by the Chairman on the closure of the AGM, the live webcast will end and the Messaging window will be disabled.

#### **H. No Distribution Door Gifts**

For the upcoming AGM, there will be no distribution of door gifts for Members/Proxies who participate in the AGM.

#### I. No Recording or Photography

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

#### J. Enquiry

If you have any enquiries prior to the AGM, please contact the following during office hours from Monday to Friday (8:30 a.m. to 5:30. p.m.):

Boardroom Share Registrars Sdn. Bhd. 11th Floor, Menara Symphony, No. 5 Jalan Prof. Khoo Khay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan.

General Line : 603-7890 4700 Fax Number : 603-7890 4670

Email : bsr.helpdesk@boardroomlimited.com

#### K. 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.

## 2023 Annual Report Requisition Form

Please send me/us a printed copy of the 2023 Annual Report of Sapura Resources Berhad.
Name of Shareholder:
NRIC/Company No.:
CDS Account No.:
Address:
Contact No.:



STAMP

#### THE SHARE REGISTRAR

Boardroom Share Registrars Sdn. Bhd. [199601006647 (378993-D)]

11<sup>th</sup> Floor, Menara Symphony,

No. 5, Jalan Prof. Khoo Kay Kim,

Seksyen 13,

46200 Petaling Jaya,

Selangor Darul Ehsan

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