

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Sixty-First Annual General Meeting (“61st AGM” or “Meeting”) of **COMPUTER FORMS (MALAYSIA) BERHAD** (“the Company”) will be held on a fully virtual basis and entirely via remote participation and voting through live streaming and online remote voting using Remote Participation and Electronic Voting facilities via the online meeting platform at <https://www.dvote.my> (Domain Registration No. with MYNIC : D6A434007) on Wednesday, 27 March 2024 at 10:00 a.m. or at any adjournment thereof, to transact the following businesses:-

AGENDA

AS ORDINARY BUSINESS:

1. To receive the Audited Financial Statements for the financial period ended 30 September 2023 together with the Reports of the Directors and Auditors thereon. *Please refer to Explanatory Note 1*
2. To approve the payment of additional Directors’ fees and/or benefits of up to RM50,000 for the period from 1 October 2022 until the 61st AGM of the Company. **(Ordinary Resolution 1)**
3. To approve the payment of Directors’ fees and/or benefits of up to RM350,000 for the period commencing from the date immediately after the 61st AGM until the next annual general meeting (“AGM”) of the Company. **(Ordinary Resolution 2)**
4. To re-elect the following Directors who retire by rotation pursuant to Clause 87 of the Company’s Constitution:-
 - (i) Mr. Hoo Swee Guan **(Ordinary Resolution 3)**
 - (ii) Mr. Pang Nan Yew **(Ordinary Resolution 4)**
5. To re-elect Dato’ Rahim Bin Suboh as a Director who retires pursuant to Clause 93 of the Company’s Constitution. **(Ordinary Resolution 5)**
6. To re-appoint ChengCo PLT as Auditors of the Company until the conclusion of the next AGM of the Company and to authorise the Directors to fix their remuneration. **(Ordinary Resolution 6)**

AS SPECIAL BUSINESS:

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

7. **GENERAL AUTHORITY FOR THE DIRECTORS TO ISSUE AND ALLOT SHARES PURSUANT TO SECTIONS 75 AND 76 OF THE COMPANIES ACT 2016 (“ACT”)** **(Ordinary Resolution 7)**

“THAT subject always to the Constitution of the Company, the Act, the Main Market Listing Requirements (“Listing Requirements”) of Bursa Malaysia Securities Berhad (“Bursa Securities”) and the approvals of the relevant governmental/ regulatory authorities, where required, the Directors of the Company, be and are hereby authorised and empowered pursuant to Sections 75 and 76 of the Act, to issue and allot new ordinary shares in the Company (“Shares”) to such persons, at any time, and upon such terms and conditions and for such purposes as the Directors may, in their absolute discretion, deem fit, provided that the aggregate number of shares to be issued does not exceed ten per centum (10%) of the total number of issued shares of the Company (excluding treasury shares, if any) at any point in time (“the Mandate”) AND the Directors be and also empowered to obtain the approval for the listing of and quotation for the additional shares so issued on Bursa Securities AND the Mandate shall continue in force until the conclusion of the next AGM of the Company held next after the approval was given or at the expiry of the period within which the next AGM is required to be held after the approval was given, whichever is earlier.

AND THAT pursuant to Section 85 of the Act read together with the Company’s Constitution, approval be given to waive the statutory pre-emptive rights conferred upon the shareholders of the Company AND the Board of Directors is exempted from the obligation to offer such new Shares first to the existing shareholders of the Company in respect of the issuance and allotment of new Shares pursuant to the Mandate.

NOTICE OF ANNUAL GENERAL MEETING

AND FURTHER THAT the new Shares to be issued pursuant to the Mandate, shall, upon issuance and allotment, rank pari passu in all respects with the existing shares of the Company, save and except that they shall not be entitled to any dividends, rights, allotments and/or any other forms of distribution that which may be declared, made or paid before the date of allotment of such new Shares.”

8. PROPOSED AMENDMENTS TO THE CONSTITUTION OF THE COMPANY *(Special Resolution)*

“THAT the proposed amendments to the Constitution of the Company as set out in “Appendix A”, be approved and adopted with immediate effect AND THAT the Directors and/or Secretaries of the Company be authorised to take all steps as are necessary and expedient in order to implement, finalise and give full effect to the said proposed amendments for and on behalf of the Company.”

9. To transact any other business of which due notice shall have been given.

By order of the Board

TEA SOR HUA (MACS 01324) (CCM PC No.: 201908001272)
LOO HUI YAN (MAICSA 7069314) (CCM PC No.: 202308000290)
Company Secretaries

Petaling Jaya, Selangor Darul Ehsan
31 January 2024

Notes:

1. The 61st AGM will be conducted on a fully virtual basis through live streaming and online remote voting using Remote Participation and Electronic Voting facilities via the online meeting platform provided by Dvote Services Sdn. Bhd. at <https://www.dvote.my>. Please refer to the Administrative Notes for the 61st AGM on the procedures to register, participate and vote remotely via <https://www.dvote.my>.
2. Members may submit questions relating to resolutions to be tabled at the Meeting to the Board via e-mail to info@cfm.com.my no later than 10:00 a.m. on Monday, 25 March 2024. Alternatively, members may transmit questions to the Board via <https://www.dvote.my> platform during the live streaming of the Meeting.
3. A member who is entitled to present, participate, speak and vote at the 61st AGM shall be entitled to appoint more than one (1) proxy to attend and vote at the Meeting in his/her stead. Where a member appoints more than one (1) proxy, he/she shall specify the proportion of his/her shareholding to be represented by each proxy.
4. A proxy may but need not be a member of the Company. A proxy appointed to attend and vote at the 61st AGM shall have the same rights as the member to speak at the Meeting.
5. The instrument appointing a proxy shall be in writing under the hand of the appointor or of his attorney duly authorised in writing or, if the appointor is a corporation, either under the seal or under the hand of an officer or attorney duly authorised.
6. Where a member of the Company is an authorised nominee as defined under the Securities Industry (Central Depositories) Act 1991, it may appoint one (1) proxy in respect of each securities account it holds with ordinary shares of the Company standing to the credit of the said securities account.
7. 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. The appointment of multiple proxies shall not be valid unless the proportion of its shareholdings represented by each proxy is specified.
8. For the purpose of determining a member who shall be entitled to attend the Meeting, the Company will be requesting Bursa Malaysia Depository Sdn. Bhd. in accordance with Clause 65 of the Company’s Constitution to issue the General Meeting Record of Depositors as at 20 March 2024. Only members whose names appear in the General Meeting Record of Depositors as at 20 March 2024 shall be regarded as members and entitled to attend, speak and vote at the Meeting.

NOTICE OF ANNUAL GENERAL MEETING

9. The instrument appointing a proxy may be made via hardcopy or by electronic means through the following manner and must be deposited not less than forty-eight (48) hours before the time set for holding the Meeting:
- (i) In hard copy form
In the case of an appointment made in hard copy form, the Proxy Form must be deposited with Share Registrar's office, Sctrars Management Sdn. Bhd. at Lot 9-7, Menara Sentral Vista, No. 150, Jalan Sultan Abdul Samad, Brickfields, 50470 Kuala Lumpur, Wilayah Persekutuan, Malaysia.
 - (ii) By electronic form
The Proxy Form can be electronically lodged by email to dvoteservice@gmail.com. Kindly refer to the Administrative Notes on the procedures for electronic lodgement of the Proxy Form.
10. All the resolutions as set out in the Notice of the Meeting will be put to vote by poll.

EXPLANATORY NOTES TO ORDINARY AND SPECIAL BUSINESS

1. Item 1 of the Agenda – Audited Financial Statements for the financial period ended 30 September 2023

The Agenda is meant for discussion only as the provision of Section 340(1)(a) of the Act does not require a formal approval of the shareholders for the audited financial statements. Hence, this Agenda is not put forward for voting.

2. Item 2 of the Agenda – Payment of additional Directors' Fees and/or Benefits for the period from 1 October 2022 until the 61st AGM of the Company

Section 230(1) of the Act provides amongst others, the Directors' fees and any benefits payable to the Directors of a listed company and its subsidiaries shall be approved at a general meeting.

The shareholders had at the Sixtieth AGM held on 30 September 2022 (60th AGM) approved the Directors' fees and/or benefits of up to RM350,000 for the period from 1 October 2022 until the 61st AGM of the Company. However, the proposed amount was insufficient due to the changes in the composition of the Board of Directors of the Company ("Board") and the change of the Company's financial year end from 31 March to 30 September.

Ordinary Resolution 1 proposed under item 2 of the Agenda is to facilitate the payment of the shortfall of Directors' fees and/or benefits of up to RM50,000 for the period from 1 October 2022 until the 61st AGM of the Company.

3. Item 3 of the Agenda – Directors' Fees and/or Benefits for the period commencing from the date immediately after the 61st AGM until the next AGM of the Company

Ordinary Resolution 2 proposed under item 3 of the Agenda is to facilitate payment of Directors' fees and/or benefits for the period commencing from the date immediately after the 61st AGM until the next AGM of the Company to be held in the year 2025. In the event the proposed amount is insufficient due to more meetings or enlarged Board size, approval will be sought at the next AGM of the Company for such shortfall.

4. Items 4 and 5 of the Agenda – Re-election of Directors

Clause 87 of the Company's Constitution provides that at the first annual general meeting of the Company, all the Directors shall retire from office and an election of Directors shall take place each year at the annual general meeting in every subsequent year where one-third (1/3) of the Directors for the time being or, if their number is not three or a multiple of three, then the number nearest to one-third shall retire from office and be eligible for re-election PROVIDED ALWAYS that all Directors shall retire from office at least once every three (3) years but shall be eligible for re-election. A retiring Director shall retain office until the close of the meeting at which he retires.

Clause 93 of the Company's Constitution provides that the Directors shall have power at any time and from time to time, to appoint any person to be a Director, either to fill a casual vacancy or as an addition to the existing Directors. Any Director so appointed shall hold office only until the next annual general meeting, and shall then be eligible for re-election but shall not be taken into account in determining the number of Directors to retire by rotation at such meeting.

NOTICE OF ANNUAL GENERAL MEETING

EXPLANATORY NOTES TO ORDINARY AND SPECIAL BUSINESS (CONT'D)

4. Items 4 and 5 of the Agenda – Re-election of Directors (Cont'd)

Mr. Hoo Swee Guan and Mr. Pang Nan Yew will retire by rotation pursuant to Clause 87 of the Company's Constitution whereas Dato' Rahim Bin Suboh will retire pursuant to Clause 93 of the Company's Constitution. All these retiring Directors being eligible, have offered themselves for re-election at the 61st AGM.

The Board has endorsed the Nomination Committee's recommendation to seek shareholders' approval to re-elect the said retiring Directors as they possess the required skill sets to facilitate and contribute to the Board's effectiveness and value.

The said retiring Directors had abstained from all deliberations and decisions on their own eligibility to stand for re-election at the Board meeting.

The details and profiles of the respective Directors are provided in the Directors' Profile on pages 10 to 12 of the Company's Annual Report 2023.

5. Item 7 of the Agenda – General Authority for the Directors to issue and allot shares pursuant to Sections 75 and 76 of the Companies Act 2016

The Company had at its 60th AGM, obtained a general mandate pursuant to Sections 75 and 76 of the Act from its shareholders, to empower the Directors to issue and allot shares in the Company to such persons, at any time, and upon such terms and conditions and for such purposes, as the Directors may, in their absolute discretion, deem fit, provided that the aggregate number of shares to be issued does not exceed ten per centum (10%) of the total number of issued shares of the Company (excluding treasury shares, if any) at any point of time.

Ordinary Resolution 7 proposed under item 7 of the Agenda is to seek a renewal of the general mandate for issuance and allotment of shares by the Company pursuant to Sections 75 and 76 of the Act. This Ordinary Resolution, if passed, will provide flexibility for the Company and empower the Directors to issue and allot new shares in the Company up to an amount not exceeding in total ten per centum (10%) of the total number of issued shares of the Company (excluding treasury shares, if any) for such purposes as the Directors consider would be in the interest of the Company. This would avoid any delay and cost involved in convening a general meeting to approve the issuance and allotment of such shares. This authority, unless revoked or varied by the Company at a general meeting, will expire at the conclusion of the next AGM or the expiration of the period within which the next AGM is required by law to be held, whichever is earlier.

This general mandate will provide flexibility to the Company for issuance and allotment of shares for any possible fund-raising 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).

Pursuant to Section 85 of the Act and the Company's Constitution, shareholders have pre-emptive rights to be offered any new shares in the Company which rank equally to the existing issued shares in the Company. This Ordinary Resolution 7, if passed, will exclude the shareholders' pre-emptive right to be offered new shares to be issued by the Company.

As at the date of this Notice, no new shares in the Company were issued and allotted pursuant to the mandate granted to the Directors at the last AGM held on 30 September 2022 which will lapse at the conclusion of the Meeting.

6. Item 8 of the Agenda – Proposed Amendments to the Constitution of the Company

The proposed amendments are mainly to streamline the Constitution with the relevant regulatory requirements as well as to enhance administrative efficiency.

The proposed amendments shall take effect once the special resolution has been passed by a majority of not less than seventy-five per centum (75%) of such members who are entitled to vote and do vote in person or by proxy at the Meeting.

APPENDIX A

PROPOSED AMENDMENTS TO THE CONSTITUTION OF COMPUTER FORMS (MALAYSIA) BERHAD (“THE COMPANY”)

This is Appendix A referred to in Agenda 8 of the Notice of Sixty-First Annual General Meeting of the Company dated 31 January 2024.

Clause No.	Existing Clause	Proposed Clause
71. <i>Chairman</i>	The Chairman of the Board (if any) shall preside as Chairman at every general meeting. If the Company has no Chairman or if at any general meeting, the Chairman is not present within fifteen (15) minutes after the time appointed for holding the meeting or if the Chairman of the Board is not willing to act as Chairman for the general meeting, the Directors present shall choose one (1) of their number to act as Chairman or if one (1) Director only is present, he shall preside as Chairman if he is willing to act. If no Director is present, or if each of the Directors present declines to preside as Chairman, the Members present and entitled to vote shall elect one (1) of their number to be the Chairman. The election of the Chairman shall be by a show of hands. However, a proxy shall not be eligible for election as chairman of the meeting.	The Chairman of the Board (if any) shall preside as Chairman at every general meeting. If the Company has no Chairman or if at any general meeting, the Chairman is not present within fifteen (15) minutes after the time appointed for holding the meeting or if the Chairman of the Board is not willing to act as Chairman for the general meeting, the Directors present shall choose one (1) of their number to act as Chairman or if one (1) Director only is present, he shall preside as Chairman if he is willing to act. If no Director is present, or if each of the Directors present declines to preside as Chairman, the Members present and entitled to vote shall elect one (1) of their number to be the Chairman. The election of the Chairman shall be by a show of hands. However, a proxy shall not be eligible for election as chairman of the meeting.
73. <i>Polls</i>	<p>A resolution put to vote at any meeting of Members (other than the election of the Chairman of the meeting or the adjournment of the meeting which may be voted by way of show of hands) shall be determined by poll. A poll shall be taken in such manner and either forthwith or after an interval or adjournment or otherwise as the Chairman directs and the result of the poll shall be the resolution of the meeting at which the poll was taken. The Company shall appoint at least one (1) scrutineer for the purposes of a poll in accordance with the Listing Requirements, Applicable Laws, and may, in addition to the power of adjourning meetings contained in this Constitution, adjourn the meeting to some place and time fixed for the purpose of declaring the result of the poll.</p> <p>The poll may be conducted manually using voting slips or electronically using various forms of electronic voting devices. Such votes shall be counted by the poll administrator and verified by the scrutineer(s), as may be appointed for the purpose of determining the outcome of the resolution(s) to be decided by poll.</p>	<p>A resolution put to vote at any meeting of Members (other than the election of the Chairman of the meeting or the adjournment of the meeting which may be voted by way of show of hands) shall be determined by poll. A poll shall be taken in such manner and either forthwith or after an interval or adjournment or otherwise as the Chairman directs and the result of the poll shall be the resolution of the meeting at which the poll was taken., but a poll demanded on the election of the chairman of the meeting or on a question of adjournment shall be taken forthwith. The Company shall appoint at least one (1) scrutineer for the purposes of a poll in accordance with the Listing Requirements, Applicable Laws, and may, in addition to the power of adjourning meetings contained in this Constitution, adjourn the meeting to some place and time fixed for the purpose of declaring the result of the poll.</p> <p>The poll may be conducted manually using voting slips or electronically using various forms of electronic voting devices. Such votes shall be counted by the poll administrator and verified by the scrutineer(s), as may be appointed for the purpose of determining the outcome of the resolution(s) to be decided by poll.</p>

APPENDIX A

PROPOSED AMENDMENTS TO THE CONSTITUTION OF COMPUTER FORMS (MALAYSIA) BERHAD ("THE COMPANY") (CONT'D)

This is Appendix A referred to in Agenda 8 of the Notice of Sixty-First Annual General Meeting of the Company dated 31 January 2024. (Cont'd)

Clause No.	Existing Clause	Proposed Clause
128A. <i>Validity of Electronic / Digital Signature</i>	New provision	<p>For the avoidance of doubt, any document or instrument transmitted by any technology purporting to include a signature and/or electronic or digital signature of any of the following persons:</p> <ul style="list-style-type: none">(a) a holder of Shares;(b) a Director (including Alternate Director);(c) a committee member;(d) in the case of a corporation, which is a holder of shares, its director or secretary or a duly appointed attorney or duly authorised representative, <p>shall in the absence of express evidence to the contrary available to the person relying on such document or instrument at the relevant time, be deemed to be a document or instrument signed by such person in the terms in which it is received.</p>

ADMINISTRATIVE NOTES

ADMINISTRATIVE NOTES FOR THE FULLY VIRTUAL SIXTY-FIRST ANNUAL GENERAL MEETING (“61ST AGM” OR “MEETING”) OF COMPUTER FORMS (MALAYSIA) BERHAD (“CFM” OR “THE COMPANY”)

Meeting Day, Date : Wednesday, 27 March 2024
Time : 10:00 a.m.
Online Meeting Platform : <https://www.dvote.my> (Domain Registration No with MYNIC : D6A434007)
Depository of Proxy Form : The Share Registrar’s Office of CFM
c/o Sctrars Management Sdn. Bhd.

Lot 9-7, Menara Sentral Vista,
No. 150, Jalan Sultan Abdul Samad, Brickfields,
50470 Kuala Lumpur,
Wilayah Persekutuan, Malaysia.

Email : dvoteservice@gmail.com

REMOTE PARTICIPATION AND ELECTRONIC VOTING (“RPEV”) FACILITIES

Shareholders are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, “participate”) remotely at the 61st AGM using the RPEV facilities provided by Dvote Services Sdn. Bhd. (“Dvote”) via its Dvote Online Portal at <https://www.dvote.my>.

A shareholder who has appointed a proxy or attorney or authorised representative to participate at this 61st AGM via RPEV facilities must request his/her proxy or attorney or authorised representative to register himself/herself for RPEV facilities at Dvote Online Portal at <https://www.dvote.my>.

As the 61st AGM will be held on a fully virtual meeting, shareholders who are unable to participate in this 61st AGM via RPEV facilities may also appoint the Chairman of the Meeting as his/her proxy and indicate the voting instructions in the proxy form.

ENTITLEMENT TO PARTICIPATE AND VOTE AT THE 61ST AGM

In respect of deposited securities, only members whose names appear in the Record of Depositors on **20 March 2024** (61st AGM Record of Depositors) shall be eligible to participate in the 61st AGM or to appoint proxy(ies) to participate and/or vote on his/her behalf.

PROXY FORM(S)

Shareholders who are unable to participate our 61st AGM are encouraged to appoint the Chairman of the Meeting as your proxy and indicate the voting instructions in the Form of Proxy.

Please take note that you **must** complete the Proxy Form for the 61st AGM should you wish to appoint a proxy(ies).

Please deposit your Proxy Form at the Company’s Share Registrar’s Office at Lot 9-7, Menara Sentral Vista, No. 150, Jalan Sultan Abdul Samad, Brickfields, 50470 Kuala Lumpur, Wilayah Persekutuan, Malaysia or email to dvoteservice@gmail.com not less than forty-eight (48) hours before the time for holding the meeting or any adjournment thereof.

VOTING PROCEDURES

The voting at the 61st 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 Dvote as Poll Administrator to conduct the poll by way of electronic voting or online remote voting (“e-voting”).

ADMINISTRATIVE NOTES

VOTING PROCEDURES (CONT'D)

Kindly refer to item (2) below on the Procedures for RPEV facilities for guidance on how to vote remotely from Dvote online website at <https://www.dvote.my>.

During the 61st AGM, the Chairman of the Meeting will invite the Poll Administrator to brief on the e-polling housekeeping rules. The voting session will commence as soon as the Chairman of the Meeting calls for the poll to be opened and until such time when the Chairman of the Meeting announces the closure of the poll.

For the purposes of the 61st AGM, e-voting will be carried out via personal smart mobile phones, tablets or personal computers/laptops.

Upon the conclusion of the poll session, the Scrutineers will verify the poll results followed by the declaration by the Chairman of the Meeting whether the resolutions put to vote were successfully carried or not.

Kindly follow the steps below on how to register, request for login ID and password:-

1. REMOTE PARTICIPATION AND E-VOTING FACILITIES

Members to participate at the 61st AGM using RPEV facilities provided by Dvote via its Dvote online website at <https://www.dvote.my>. Please refer to the procedures for RPEV facilities.

2. PROCEDURES FOR RPEV FACILITIES

Member(s)/proxy(ies)/corporate representative(s)/attorney(s) who wish to participate in the 61st AGM remotely using the RPEV facilities are to follow the requirements and procedures as summarised below:

BEFORE MEETING DAY	
A. USER REGISTRATION	
Procedure	Action
(a) Sign-up as a user with Dvote Online	<p><i>Note: If you are already a user with Dvote Online, you are not required to sign-up again. You may proceed to sign-in using your email address and password.</i></p> <ul style="list-style-type: none"> • Access the website at https://www.dvote.my. • Click on [Sign up] to register as a new user with Dvote Online. • Complete registration and upload softcopy of Malaysia identification card (front and back) or passport (foreigner(s)). <p>You will be notified via email once your user registration is accepted/rejected by Dvote Online.</p>
(b) Register Meeting with Dvote Online	<ul style="list-style-type: none"> • Registration for Remote Participation will remain open from 23 March 2024 until the commencement of the polling during the 61st AGM. • Login to https://www.dvote.my with your user ID (i.e. email address) and password. • Select event: “Computer Forms (Malaysia) Berhad – Sixty-First Annual General Meeting” and click [Register]. • You will receive an email notifying on your registration for the remote participation and verification. • Once your registration has been verified against the Record of Depositors as at 20 March 2024, you will be notified via email whether your request for remote participation is approved/rejected. • If approved, you will receive an invitation email together with the meeting link to “Join Meeting”.

ADMINISTRATIVE NOTES

VOTING PROCEDURES (CONT'D)

2. PROCEDURES FOR RPEV FACILITIES (CONT'D)

Member(s)/proxy(ies)/corporate representative(s)/attorney(s) who wish to participate in the 61st AGM remotely using the RPEV facilities are to follow the requirements and procedures as summarised below: (Cont'd)

ON THE DAY OF 61 st AGM		
Procedure	Action	
(a) Join the Live Stream Meeting	<ul style="list-style-type: none">Click on “Join Meeting” link in the invitation email and you will be directed to the live streaming room.You are advised to log in early, at least 20 minutes, before the Meeting time.	
(b) Post Questions during Live Streaming	<ul style="list-style-type: none">If you have any question(s) for the Board of Directors, you may use the “Question” box to transmit your question(s).	
(c) Online Voting during Live Streaming	<ul style="list-style-type: none">Click on [Vote], to cast your votes for each resolution(s).Review your casted votes, confirm and submit your votes.	
(d) End of remote participation	<ul style="list-style-type: none">Upon the announcement by the Chairman on the closure of the 61st AGM, the live streaming room will end.	

Notes to users of the RPEV facilities:

- The quality of the live streaming is highly dependent on the bandwidth and stability of the internet connection at the location of the user and the device of the user.
- Users are advised to afford ample time to complete the log in process in advance of the meeting.
- In the event you encounter any issues with logging-in, connection to live streamed meeting or online voting on the meeting day, kindly call 03-2276 6138 and email to dvoteservice@gmail.com for assistance.
- Member(s)/proxy(ies)/corporate representative(s)/attorney(s) are encouraged to register as a user with Dvote Online before the meeting day. The user registration is open from 23 March 2024.

3. APPOINTMENT OF PROXY(IES)/CORPORATE REPRESENTATIVE(S)/ATTORNEY(S)

A member who has appointed a proxy(ies)/authorised representative(s)/attorney(s) to participate in the 61st AGM via RPEV facilities must request his/her proxy(ies)/authorised representative(s)/attorney(s) to register himself/herself for RPEV facilities via Dvote Online website at <https://www.dvote.my>.

NO DOOR GIFTS OR FOOD VOUCHERS

There will be no distribution of door gifts and food vouchers during the 61st AGM as the meeting is conducted on a fully virtual basis.

NO RECORDING OR PHOTOGRAPHY

By participating the 61st AGM, you agree that no part of the 61st AGM proceedings may be recorded, photographed, stored in any retrieval systems, reproduced, transmitted or uploaded in any form, platform or social media or by any means whether it is mechanical, electronic, photocopying, recording or otherwise without the prior written consent of the Company. The Company reserves the right to take appropriate legal actions against anyone who violates this rule.

ADMINISTRATIVE NOTES

ENQUIRY

If you have any enquiry(ies) relating to the 61st AGM, Administrative Notes for the fully virtual 61st AGM, RPEV facilities or encounters issues with the log in, steps to connect to live streaming and online voting, you may send them in advance or contact the following during office hours from Monday to Friday (except for public holiday):-

For Agenda of the 61st AGM related:

Email : info@cfm.com.my

For Pre-Registration via RPEV facilities:

DVOTE SERVICES SDN. BHD.
Lot 9-7, Menara Sentral Vista
No. 150, Jalan Sultan Abdul Samad
Brickfields, 50470 Kuala Lumpur

Name : Ms. Sangetha / Mr. Hugo Wong
Telephone No. : +603-2276 6138
Email : dvoteservice@gmail.com



COMPUTER FORMS (MALAYSIA) BERHAD
196101000393 (4423-H)
(Incorporated in Malaysia)

PROXY FORM

(Before completing this form please refer to the notes below)

No. of shares held	:	
CDS Account No.	:	

I/We * NRIC/Passport/Registration No.*
(Full name in block)

of
(Address)

with email address mobile phone no

being a member/members* of **COMPUTER FORMS (MALAYSIA) BERHAD** (“the Company”) hereby appoint(s):-

Full Name (in Block)	NRIC/Passport No.	Proportion of Shareholdings	
		No. of Shares	%
Address			
Email Address			
Mobile Phone No.			

and

Full Name (in Block)	NRIC/Passport No.	Proportion of Shareholdings	
		No. of Shares	%
Address			
Email Address			
Mobile Phone No.			

or failing him/her*, the Chairman of the Meeting as my/our* proxy to vote for me/us* on my/our* behalf at the Sixty-First Annual General Meeting (“61st AGM” or “Meeting”) of the Company to be held on a fully virtual basis and entirely via remote participation and voting through live streaming and online remote voting using Remote Participation and Electronic Voting facilities via the online meeting platform at <https://www.dvote.my> (Domain Registration No with MYNIC: D6A434007) on Wednesday, 27 March 2024 at 10:00 a.m. or at any adjournment thereof

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

No.	Ordinary Resolutions	For	Against
1.	To approve the payment of additional Directors’ fees and/or benefits of up to RM50,000 for the period from 1 October 2022 until the 61 st AGM of the Company.		
2.	To approve the payment of Directors’ fees and/or benefits of up to RM350,000 for the period commencing from the date immediately after the 61 st AGM until the next annual general meeting of the Company.		
3.	To re-elect Mr. Hoo Swee Guan as a Director of the Company.		
4.	To re-elect Mr. Pang Nan Yew as a Director of the Company.		
5.	To re-elect Dato’ Rahim Bin Suboh as a Director of the Company.		
6.	To re-appoint ChengCo PLT as Auditors of the Company.		
7.	To approve the general authority for the Directors to issue and allot shares pursuant to Sections 75 and 76 of the Companies Act 2016.		

No.	Special Resolution	For	Against
1.	To approve the proposed amendments to the Constitution of the Company		

Dated this _____ day of _____ 2024

Signature of Member(s) / Common Seal



Notes:

1. The 61st AGM will be conducted on a fully virtual basis through live streaming and online remote voting using Remote Participation and Electronic Voting facilities via the online meeting platform provided by Dvote Services Sdn. Bhd. at <https://www.dvote.my>. Please refer to the Administrative Notes for the 61st AGM on the procedures to register, participate and vote remotely via <https://www.dvote.my>.
2. Members may submit questions relating to resolutions to be tabled at the Meeting to the Board via e-mail to info@cfm.com.my no later than 10:00 a.m. on Monday, 25 March 2024. Alternatively, members may transmit questions to the Board via <https://www.dvote.my> platform during the live streaming of the Meeting.
3. A member who is entitled to present, participate, speak and vote at the 61st AGM shall be entitled to appoint more than one (1) proxy to attend and vote at the Meeting in his/her instead. Where a member appoints more than one (1) proxy, he/she shall specify the proportion of his/her shareholding to be represented by each proxy.
4. A proxy may but need not be a member of the Company. A proxy appointed to attend and vote at the 61st AGM shall have the same rights as the member to speak at the Meeting.
5. The instrument appointing a proxy shall be in writing under the hand of the appointor or of his attorney duly authorised in writing or, if the appointor is a corporation, either under the seal or under the hand of an officer or attorney duly authorised.
6. Where a member of the Company is an authorised nominee as defined under the Securities Industry (Central Depositories) Act 1991, it may appoint one (1) proxy in respect of each securities account it holds with ordinary shares of the Company standing to the credit of the said securities account.

Please fold here

AFFIX
STAMP

The Share Registrar of
COMPUTER FORMS (MALAYSIA) BERHAD

c/o Sectrars Management Sdn Bhd
Lot 9-7, Menara Sentral Vista
No. 150, Jalan Sultan Abdul Samad, Brickfields
50470 Kuala Lumpur
Wilayah Persekutuan

Please fold here

7. 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. The appointment of multiple proxies shall not be valid unless the proportion of its shareholdings represented by each proxy is specified.
8. For the purpose of determining a member who shall be entitled to attend the Meeting, the Company will be requesting Bursa Malaysia Depository Sdn. Bhd. in accordance with Clause 65 of the Company's Constitution to issue the General Meeting Record of Depositors as at 20 March 2024. Only members whose names appear in the General Meeting Record of Depositors as at 20 March 2024 shall be regarded as members and entitled to attend, speak and vote at the Meeting.
9. The instrument appointing a proxy may be made via hardcopy or by electronic means through the following manner and must be deposited not less than forty-eight (48) hours before the time set for holding the Meeting:
 - (i) In hard copy form
In the case of an appointment made in hard copy form, the Proxy Form must be deposited with Share Registrar's office, Sectrars Management Sdn. Bhd. at Lot 9-7, Menara Sentral Vista, No. 150, Jalan Sultan Abdul Samad, Brickfields, 50470 Kuala Lumpur, Wilayah Persekutuan, Malaysia.
 - (ii) By electronic form
The Proxy Form can be electronically lodged by email to dvoteservice@gmail.com. Kindly refer to the Administrative Notes on the procedures for electronic lodgement of the Proxy Form.
10. All the resolutions as set out in the Notice of the Meeting will be put to vote by poll.