



**7-ELEVEN MALAYSIA HOLDINGS BERHAD**  
201301028701 (1058531-W)  
(Incorporated in Malaysia)

# NOTICE OF ELEVENTH ANNUAL GENERAL MEETING

**NOTICE IS HEREBY GIVEN THAT** the Eleventh Annual General Meeting ("**11th AGM**") of 7-Eleven Malaysia Holdings Berhad ("**the Company**") will be conducted virtually for the purpose of considering and if thought fit, passing with or without modifications the resolutions setting out in this notice.

Day and Date : Thursday, 30 May 2024  
Time : 10.00 a.m.  
Broadcast Venue : Manhattan V, Level 14, Berjaya Times Square Hotel Kuala Lumpur, No. 1, Jalan Imbi, 55100 Kuala Lumpur, Malaysia  
Mode of Communication : 1) Typed text in the Meeting Platform Mode of Communication  
2) E-mail questions to ir@7eleven.com.my prior to Meeting.

## AGENDA

### AS ORDINARY BUSINESS

- To receive the Audited Financial Statements for the financial year ended 31 December 2023 together with the Reports of the Directors and the Auditors' thereon.
- To approve the payment of Directors' fees for an amount up to RM574,000/- payable to the Non-Executive Directors of the Company on a monthly basis for the period from 31 May 2024 until the next Annual General Meeting of the Company to be held in year 2025.
- To approve the benefits payable to the Non-Executive Directors for an amount of up to RM100,000/- for the period from 31 May 2024 until the next Annual General Meeting of the Company to be held in year 2025.
- To re-elect the following Directors who retire by rotation in accordance with Article 99 of the Company's Constitution and being eligible, have offered themselves for re-election:-
  - Mr. Tan U-Ming
  - Mr. Wong Wai Keong
  - Encik Muhammad Lukman Bin Musa @ Hussain
- To re-appoint Messrs. Ernst & Young PLT as the Company's Auditors for the ensuing year and to authorise the Board of Directors to fix their remuneration.

### AS SPECIAL BUSINESS

To consider and, if thought fit, with or without any modification, to pass the following Ordinary Resolutions:-

#### 6. ORDINARY RESOLUTION

##### - AUTHORITY TO ISSUE SHARES PURSUANT TO THE COMPANIES ACT 2016

**THAT**, subject always to the Companies Act 2016, the Constitution of the Company, the Main Market Listing Requirements of Bursa Malaysia Securities Berhad ("**Bursa Securities**") and the approvals of the relevant governmental/ regulatory authorities, if applicable, the Directors be and are hereby empowered, pursuant to the Companies Act 2016, to issue shares in the capital of the Company at any time to such persons 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 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; **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 passing of this Resolution and continue to be in force until the conclusion of the next Annual General Meeting of the Company.

**THAT** in connection with the above, pursuant to Section 85 of the Companies Act 2016 and Clause 55 of the Company's Constitution, the shareholders do hereby waive the statutory pre-emptive rights of the offered shares in proportion of their holdings at such price and at such terms to be offered arising from any issuance of new shares pursuant to this mandate by the Company.

**AND THAT** the new shares to be issued shall, upon allotment and issuance, rank equally 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."

#### 7. ORDINARY RESOLUTION

##### - PROPOSED RENEWAL OF AND NEW SHAREHOLDERS' MANDATE FOR RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE

**THAT**, subject to the provisions of the Bursa Malaysia Securities Berhad's Main Market Listing Requirements, approval be and is hereby given for the Company and its subsidiary companies, to enter into recurrent related party transactions of a revenue or trading nature with the related parties as specified in Section 2.3 of the Circular/Statement to Shareholders dated 29 April 2024 ("**Proposed Mandate**") which are necessary for the day-to-day operations and/or in the ordinary course of business of the Company and its subsidiary companies on terms not more favourable to the related parties than those generally available to the public and are not detrimental to the minority shareholders of the Company and that such approval shall continue to be in force until:-

- the conclusion of the next Annual General Meeting ("**AGM**") of the Company following the general meeting at which such ordinary resolution for the Proposed Mandate was passed, at which time it will lapse, unless by ordinary resolution passed at that general meeting, the authority is renewed;
- the expiration of the period within which the next AGM of the Company after the date it is required to be held pursuant to Section 340(2) of the Companies Act 2016 ("**the Act**") (but shall not extend to such extension as may be allowed pursuant to Section 340(4) of the Act); or
- revoked or varied by ordinary resolution passed by the shareholders of the Company in a general meeting;

whichever is the earlier;

**AND FURTHER THAT** authority be and is hereby given to the Directors of the Company and its subsidiary companies to complete and do all such acts and things (including executing such documents as may be required) as they may consider expedient or necessary to give effect to such transactions as authorised by this Resolution."

#### 8. ORDINARY RESOLUTION

##### - PROPOSED RENEWAL OF AUTHORITY FOR THE COMPANY TO PURCHASE ITS OWN SHARES

**THAT**, subject always to the Companies Act 2016 ("**the Act**"), rules, regulations and orders made pursuant to the Act, provisions of the Company's Constitution and the requirements of Bursa Malaysia Securities Berhad ("**Exchange**") and any other relevant authority, the Directors of the Company be and are hereby authorised to purchase such number of ordinary shares in the Company ("**7-Eleven Holdings Shares**") through the Exchange and to take all such steps as are necessary (including the opening and maintaining of central depositories accounts under the Securities Industry (Central Depositories) Act, 1991) and enter into any agreement, arrangement and guarantee with any party or parties to implement, finalise and give full effect to the aforesaid purchase with full powers to assent to any condition, modification, revaluation, variation and/or amendment (if any) as may be imposed by the relevant authorities from time to time and to do all such acts and things in the best interests of the Company, subject further to the following:-

- the maximum number of ordinary shares which may be purchased and held by the Company shall be equivalent to ten per centum (10%) of the existing total number of issued shares in the ordinary share capital of the Company;
- the maximum funds to be allocated by the Company for the purpose of purchasing the ordinary shares shall not exceed the total retained profits of the Company;
- the authority shall commence immediately upon passing of this ordinary resolution until:-
  - the conclusion of the next Annual General Meeting ("**AGM**") of the Company following the AGM at which such resolution was passed, at which time it will lapse unless by ordinary resolution passed at that general meeting, the authority is renewed, either unconditionally or subject to conditions; or
  - the expiration of the period within which the next AGM after that date it is required by law to be held; or
  - revoked or varied by ordinary resolution passed by the shareholders of the Company in a general meeting;

whichever occurs first.

**AND THAT** upon completion of the purchase(s) of the 7-Eleven Holdings Shares or any part thereof by the Company, the Directors of the Company be and are hereby authorised to deal with any 7-Eleven Holdings Shares so purchased by the Company in the following manner:-

- cancel all the 7-Eleven Holdings Shares so purchased; or
  - retain all the 7-Eleven Holdings Shares as treasury shares for future resale or for distribution as dividends to the shareholders of the Company; or
  - retain part thereof as treasury shares and subsequently cancelling the balance; or
  - in any other manner as prescribed by the Act, rules, regulations and orders made pursuant to the Act and the requirements of the Exchange and any other relevant authority for the time being in force."
9. To transact any other business of which due notice shall have been given.

### BY ORDER OF THE BOARD

**TAI YIT CHAN (SSM PC No. 202008001023) (MAICSA 7009143)**  
**TIA HWEI PING (SSM PC No. 202008001687) (MAICSA 7057636)**  
Company Secretaries

Selangor Darul Ehsan  
29 April 2024

### NOTES:

#### Proxy

- The Company will conduct the 11th AGM entirely via remote participation and electronic voting facilities. Kindly refer to the Administrative Guide for the 11th AGM for more information.
- The only venue involved is the broadcast venue for the compliance with Section 327(2) of the Companies Act 2016 that the Chairman of the Meeting shall be present at the main venue of the 11th AGM. No shareholder or proxy from the public should be physically present nor admitted at the broadcast venue on the day of the 11th AGM.
- As the 11th AGM will be conducted via a virtual meeting, a member who is not able to participate in the 11th AGM may appoint the Chairman of the Meeting as his/her proxy and indicate the voting instruction in the Form of Proxy.
- In respect of deposited securities, only members whose names appear in the Record of Depositors on 23 May 2024 shall be eligible to attend the Meeting.
- A member entitled to attend and vote at the 11th AGM is entitled to appoint a proxy or proxies to attend and vote on his behalf. 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 save that the proxy must be of full age.
- A member shall be entitled to appoint not more than two (2) proxies to attend and vote at the same meeting. Where a member appoints more than one (1) proxy, he shall specify the proportion of his holdings to be represented by each proxy, failing which the appointment shall be invalid.
- Where a member is an authorised nominee as defined under the Central Depositories Act, 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.
- 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 ("**Omni-bus Account**"), there is no limit to the number of proxies which the exempt authorised nominee may appoint in respect of each Omni-bus Account it holds.
- 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 its common seal, or the hand of its officer or its duly authorised attorney.
- 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 forty-eight (48) hours before the time appointed for holding the 11th AGM or adjourned General Meeting at which the person named in the appointment proposes to vote:
  - In hard copy form  
In the case of an appointment made in hard copy form, this Form of Proxy must be deposited at the Company's Share Registrar's office situated at 09-27 Level 9, Berjaya Times Square, No. 1 Jalan Imbi, 55100 Kuala Lumpur.
  - By electronic forms  
In the case of an appointment made via email transmission, the Form of Proxy can be electronically lodged with the Poll Administrator via Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com>. Please refer to the Administrative Guide for further information on submission via Boardroom Smart Investor Portal.
- Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions at the 11th AGM shall be put to vote by way of poll.

#### Explanatory Notes on Ordinary and Special Business

##### (i) Item 1 of the Agenda

This Agenda item is meant for discussion only, as the provision of Section 340(1)(a) of the Companies Act 2016 does not require a formal approval of the shareholders for the Audited Financial Statements. Hence, this Agenda item is not put forward for voting.

##### (ii) Item 2 of the Agenda – Payment of Directors' fees for the period from 31 May 2024 until the next Annual General Meeting of the Company to be held in year 2025

Pursuant to Section 230(1) of the Act, 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 11th AGM.

In determining the estimated Directors' benefits to the Non-Executive Directors of the Company, the Board has considered various factors including the current Board size and provisional sum as a contingency for future appointment of Directors on the Board.

##### (iii) Item 3 of the Agenda – Benefits payable to the Non-Executive Directors

The meeting allowances are calculated based on the number of scheduled Board and Committee meetings for the said period and assuming that all Non-Executive Directors will hold office from 31 May 2024 to the date of the next Annual General Meeting.

In the event the proposed amount is insufficient (e.g. due to more meetings or enlarged Board size), approval will be sought at the next Annual General Meeting for additional meeting allowance to meet the shortfall.

##### (iv) Items 4 of the Agenda - Re-election of Directors

The profiles of the Directors who are standing for re-election as per Agenda item no. 4 is set out in the Board of Directors' profile of the Annual Report 2023.

The Board has through the Nominating Committee, considered their assessment of and agreed that they meet the criteria as prescribed by Paragraph 2.20A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad on character, experience, integrity, competence and time commitment to effectively discharge their role as Directors and recommend the Directors who are standing for re-election based on the following justifications:-

##### (a) Ordinary Resolution 3 – Re-election of Tan U-Ming as Executive Director cum Co-Chief Executive Officer

Mr. Tan U-Ming is primarily responsible for managing daily operations which include driving profitability, managing the company organisational structure, strategy and communicating with the Board. He assures the Board that the management team is carrying out their duties in line with the long-term strategies and targets set by the Board and ensures the Board's decisions are executed effectively.

##### (b) Ordinary Resolution 4 – Re-election of Wong Wai Keong as Executive Director cum Co-Chief Executive Officer

Mr. Wong Wai Keong is primarily responsible for managing daily operations which include driving profitability, managing the company organisational structure, strategy and communicating with the Board. He assures the Board that the management team is carrying out their duties in line with the long-term strategies and targets set by the Board and ensures the Board's decisions are executed effectively.

##### (c) Ordinary Resolution 5 – Re-election of Muhammad Lukman Bin Musa @ Hussain as Non-Independent Non-Executive Director

Muhammad Lukman Bin Musa @ Hussain was appointed as Independent Non-Executive Director on 21 August 2013 and was redesignated as Non-Independent Non-Executive Director on 22 March 2022. He has vested experience in audit/accountancy and managing business operations. He exercised his due care and carried out his professional duties proficiently during his tenure as an Non-Independent Non-Executive Director of the Company.

##### (v) Item 6 of the Agenda – Authority to Issue Shares pursuant to the Companies Act 2016

The Company wishes to renew the mandate on the authority to issue shares pursuant to the Companies Act 2016 at the 11th AGM of the Company (hereinafter referred to as the "**General Mandate**").

The Company had been granted a general mandate by its shareholders at the Tenth Annual General Meeting of the Company held on 26 May 2023 (hereinafter referred to as the "**Previous Mandate**").

As at the date of this Notice, the Company has not issued any new ordinary shares pursuant to the Previous Mandate granted by the shareholders and hence, no proceeds were raised therefrom.

The proposed resolution, if passed, will provide flexibility to the Directors of the Company to undertake any possible fund raising activities, including but not limited to placement of shares for the purpose of funding Company's future investment projects, working capital, acquisitions and/or such other purposes to such persons at any time as the Directors may deem fit, without having to convene a general meeting, provided that the aggregate number of shares issued pursuant to the General Mandate does not exceed 10% of the total number of issued shares of the Company. This authority, unless revoked or varied by the Company in a general meeting, will expire at the conclusion of the next Annual General Meeting of the Company.

##### (vi) Item 7 of the Agenda – Proposed Renewal of and New Shareholders' Mandate for Recurrent Related Party Transactions of a Revenue or Trading Nature

The proposed resolution, if passed, will allow the Group to enter into Recurrent Related Party Transactions of a revenue or trading nature pursuant to the provisions of Bursa Malaysia Securities Berhad Main Market Listing Requirements. Please refer to the Circular/Statement to Shareholders dated 29 April 2024 for further information.

##### (vii) Item 8 of the Agenda – Proposed Renewal of Authority for the Company to purchase its own shares

The proposed resolution, if passed, will allow the Company to purchase its own shares up to 10% of the total issued share capital of the Company by utilising the funds allocated which shall not be exceed the total retained profits of the Company. The Board of Directors may resolve to cancel all the shares purchased, retain all the shares purchased as treasury shares, or retain part thereof as treasury shares and subsequently cancelling the balance. Please refer to the Circular/Statement to Shareholders dated 29 April 2024 for further information.

#### Personal data privacy:

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the 11th Annual General Meeting 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 11th Annual General Meeting (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the 11th Annual General Meeting (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.