



## **EASTERN & ORIENTAL BERHAD**

(Registration No. 192701000031 (555-K))  
(Incorporated in Malaysia under the Companies Enactment, 1917)

### **NOTICE OF ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN** that the Ninety-Seventh Annual General Meeting of Eastern & Oriental Berhad will be conducted on a virtual basis through live streaming and online remote voting via TIIH Online Website at <https://tiih.online> as provided by Tricor Investor & Issuing House Services Sdn Bhd in Malaysia on Thursday, 29 August 2024 at 11.00 a.m. or at any adjournment thereof for the following purposes:

#### **AGENDA**

##### **AS ORDINARY BUSINESS**

1. To receive the Audited Financial Statements for the financial year ended 31 March 2024 together with the Reports of the Directors and Auditors thereon. **Please refer to Explanatory Note 1**
2. To approve the payment of Directors' fees and meeting allowance of RM264,000 in respect of the financial year ended 31 March 2024. **(Ordinary Resolution 1)**
3. To approve the payment of Directors' benefits (excluding Directors' fees) to the Non-Executive Directors up to an amount of RM50,000 from Ninety-Seventh Annual General Meeting until the next annual general meeting of the Company. **(Ordinary Resolution 2)**
4. To re-elect the following Directors who retire by rotation in accordance with Clause 109 of the Company's Constitution:
  - (a) Dato' Tee Eng Seng **(Ordinary Resolution 3)**
  - (b) Ms Tee Bee Kim **(Ordinary Resolution 4)**
5. To re-appoint Messrs Ernst & Young PLT as Auditors of the Company and to authorise the Directors to fix their remuneration. **(Ordinary Resolution 5)**

##### **AS SPECIAL BUSINESS**

To consider and if thought fit, to pass the following resolutions:

6. **Authority to allot and issue shares pursuant to Sections 75 and 76 of the Companies Act 2016** **(Ordinary Resolution 6)**

"THAT, subject always to the Companies Act 2016, the Constitution of the Company and approvals of the relevant governmental and/or regulatory authorities, the Directors be and are hereby empowered, pursuant to Sections 75 and 76 of the Companies Act 2016, to issue ordinary shares in the Company from time to time upon such terms and conditions and for such purposes as the Directors may deem fit provided that the aggregate number of shares issued pursuant to this resolution does not exceed ten percent (10%) of the total number of issued shares of the Company for the time being AND THAT such authority shall continue to be in force until the conclusion of the next Annual General Meeting of the Company."

7. **Proposed Renewal of the Shareholders' Mandate for the Company and/or its Subsidiaries to enter into Recurrent Related Party Transactions of A Revenue or Trading Nature** (Ordinary Resolution 7)

“THAT pursuant to paragraph 10.09 of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, the mandate for recurrent related party transactions of a revenue or trading nature which are necessary for the day-to-day operations of the Company and/or its subsidiaries (“E&O Group”) (“Recurrent Transactions”) given by the shareholders of the Company on 24 August 2023 be and is hereby renewed and approval be and is hereby given to E&O Group to continue to enter into and to give effect to the Recurrent Transactions with the related parties as set out in Section 2.2 of the circular to shareholders dated 31 July 2024 being transactions carried out in the ordinary course of business of the E&O Group on terms not more favourable to the related parties than those generally available to the public and are not to the detriment of the minority shareholders of the Company.

THAT the approval hereby given shall continue to be in force until:

- (a) the conclusion of the next annual general meeting (“AGM”) of the Company following the general meeting at which the general mandate was passed, at which time it will lapse, unless by a resolution passed at the meeting, the authority is renewed;
- (b) the expiration of the period within which the next AGM after that date is required to be held pursuant to section 340(2) of the Companies Act 2016 (but shall not extend to such extension as may be allowed pursuant to section 340(4) of the Companies Act 2016); or
- (c) revoked or varied by resolution passed by the shareholders in general meeting,

whichever is the earliest;

AND THAT authority be and is hereby given to the Directors of the Company to do such acts and things (including, without limitation, executing all such documents as may be required) to enter into and to give effect to the Recurrent Transactions authorised by this Ordinary Resolution.”

8. **Proposed Renewal of Shareholders' Mandate for the Authority to the Company to Purchase up to ten percent (10%) of its own Shares in the Total Number of Issued Shares in the Company** (Ordinary Resolution 8)

“THAT subject always to the Companies Act 2016 (“the Act”), the Constitution of the Company, the Main Market Listing Requirements of Bursa Malaysia Securities Berhad (“Bursa Securities”) and all other relevant applicable laws, regulations and guidelines and the approvals of all relevant authorities, the approval granted by the shareholders of the Company at the Ninety-Sixth Annual General Meeting of the Company held on 24 August 2023, authorising the Company to purchase and/or hold such amount of ordinary shares (“Shares”) in the Company (“Proposed Share Buy-Back”) as may be determined by the Directors from time to time through Bursa Securities be and is hereby renewed, provided that:

- (i) the aggregate number of Shares which may be purchased and/or held by the Company pursuant to this resolution shall not exceed

- ten percent (10%) of the total number of issued Shares of the Company at the time of purchase; and
- (ii) the maximum funds to be allocated by the Company for the purpose of the Proposed Share Buy-Back shall not exceed the Company's retained profits;

THAT the Directors of the Company be and are hereby authorised to deal with the Shares so purchased in their absolute discretion in any of the following manners:

- (i) cancel all the Shares so purchased; or
- (ii) retain the Shares so purchased as treasury shares for distribution as dividend to the shareholders and/or resell on the market of Bursa Securities; or
- (iii) retain part thereof as treasury shares and cancel the remainder; or

in any other manner as prescribed by the Act, rules, regulations and orders made pursuant to the Act and the requirements of Bursa Securities and any other relevant authority for the time being in force;

AND THAT such authority shall commence immediately upon the passing of this resolution, until the conclusion of the next Annual General Meeting ("AGM") of the Company or the expiry of the period within which the next AGM is required by law to be held unless earlier revoked or varied by ordinary resolution of the shareholders of the Company in general meeting;

AND FURTHER THAT the Directors of the Company be and are hereby authorised to take all such steps as are necessary and/or enter into any and all agreements and arrangements with any party or parties to implement, finalise and give full effect to the Proposed Share Buy-Back with full power to assent to any conditions, modifications, revaluations, variations and/or amendments (if any) as may be imposed by the relevant authorities from time to time to implement or to effect the purchase of its own Shares."

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

By Order of the Board

**CHOW WAI SUM**

Company Secretary

**MAICSA 7043426**

**SSM Practicing Certificate No. 202008001910**

Kuala Lumpur

31 July 2024

## NOTES:

1. Shareholders are to attend, speak (including posing questions to the Board via real time submission of typed texts) and vote (collectively, “participate”) remotely at the Ninety-Seventh Annual General Meeting (“97<sup>th</sup> AGM”) via the Remote Participation and Voting facilities (“RPV”) provided by Tricor Investor & Issuing House Services Sdn. Bhd. A shareholder who has appointed a proxy or attorney or authorised representative to participate in this 97<sup>th</sup> AGM via RPV must request his/her proxy or attorney or authorised representative to register himself/herself for RPV. *Please refer to the Administrative Guide for RPV via its TIH Online website at <https://tiah.online>.*
2. For the purpose of determining who shall be entitled to participate in this 97<sup>th</sup> AGM via RPV, the Company shall be requesting Bursa Malaysia Depository Sdn. Bhd. to make available to the Company, the Record of Depositors. Only a shareholder whose name appears in the Record of Depositors as at 22 August 2024 shall be entitled to participate or appoint proxy(ies) to participate in his/her stead in this 97<sup>th</sup> AGM via RPV.
3. As the 97<sup>th</sup> AGM is a virtual annual general meeting (“AGM”), shareholders who are unable to participate in this 97<sup>th</sup> AGM may appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the proxy form.
4. A shareholder of the Company entitled to attend and vote at this 97<sup>th</sup> AGM via RPV is entitled to appoint not more than two (2) proxies to attend and vote in his/her stead. Where a shareholder appoints more than one (1) proxy, the appointment shall be invalid unless he/she specifies the proportion of his/her shareholdings to be represented by each proxy. A proxy may but need not be a shareholder of the Company.
5. Where a shareholder is an authorised nominee as defined under the Securities Industry (Central Depositories) Act, 1991, it may appoint not more than two (2) proxies in respect of each securities account it holds with ordinary shares of the Company standing to the credit of the said securities account.
6. Where a shareholder 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.
7. The instrument appointing a proxy shall be in writing under the hand of the appointer or his/her attorney duly authorised in writing or if the appointer is a corporation either under its common seal or under the hand of an officer or attorney duly authorised in writing.
8. The instrument appointing a proxy shall be deposited with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd., Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, or by electronic form via *TIH Online* at <https://tiah.online>, not later than Tuesday, 27 August 2024 at 11.00 a.m. *Please refer to the Electronic Submission of Proxy Form in the Administrative Guide.*
9. Corporate representatives of corporate shareholders or attorneys appointed by power of attorney must deposit their original certificate of appointment of corporate representative or their power of attorney, where applicable to the Share Registrar of the Company or the Customer Service Centre to participate via RPV in the 97<sup>th</sup> AGM.

## EXPLANATORY NOTES ON ORDINARY BUSINESS AND SPECIAL BUSINESS

### Note 1 - Audited Financial Statements for the financial year ended 31 March 2024

Item 1 of the Agenda is meant for discussion only as the provision of Section 340(1)(a) of the Companies Act 2016 does not require the audited financial statements to be approved by the shareholders. As such, this item is not put forward for voting.

### **Ordinary Resolution 1 – Payment of Directors’ fees and meeting allowance for financial year ended 31 March 2024**

The proposed Directors’ fees and meeting allowances for the financial year ended 31 March 2024 are based on the rates as follows:

| <b>Position</b>   | <b>Directors’ Fees (RM)</b> | <b>Meeting Allowance (RM)</b> |
|---|-----------------------------|-------------------------------|
| Senior Independent Director                                     | 94,500 per annum            | 500 per meeting               |
| Non-Executive Directors (excluding Senior Independent Director) | 73,500 per annum            | 500 per meeting               |

### **Ordinary Resolution 2 – Payment of Directors’ benefits (excluding Directors’ fees) to the Non-Executive Directors up to an amount of RM50,000 from 97<sup>th</sup> AGM until the next annual general meeting of the Company**

The Directors’ benefits payable to the Directors are essentially the meeting allowance for attendance of Board/Board Committee meetings by Non-Executive Directors. The Directors’ benefits from 97<sup>th</sup> AGM until the conclusion of the next AGM is estimated not to exceed RM50,000. The Board will seek shareholders’ approval at the next AGM in the event the amount of the Directors’ benefits is insufficient due to an increase in Board/ Board Committee meetings and/or increase in Board size.

### **Ordinary Resolutions 3 to 4 - Re-election of Directors**

Clause 109 of the Constitution of the Company provides that one-third (1/3) of the Directors for the time being, or if their number is not a multiple of three (3) the number nearest to one-third (1/3) with a minimum of one (1), shall retire from office. Dato’ Tee Eng Seng and Ms Tee Bee Kim are standing for re-election as Directors and being eligible, have offered themselves for re-election at the 97<sup>th</sup> AGM.

In deliberating the re-election of the retiring Directors, the Nomination, Remuneration and Scheme Committee (“NRSC”) had taken into consideration the fit and proper criteria as set out in the Fit and Proper Policy. Each of the retiring Director has confirmed that he does not have any conflict of interest with the Company and its subsidiaries which may affect his ability to act in the best interest of the Company.

Based on the outcome of the assessment from NRSC, the Board is satisfied with the performance and contributions of the retiring Directors and had recommended to seek shareholders’ approval for the re-election of the retiring Directors.

The profile of the Directors’ standing for re-election are set out in the Directors’ Profile section of the Annual Report.

### **Ordinary Resolution 5 – Re-appointment of Auditors**

Based on the outcome of the assessment from Audit Committee on the suitability, effectiveness and independence of the external auditors, Messrs Ernst & Young PLT (“EY”), the Audit Committee is satisfied with the performance and independence of EY. The Board endorsed the recommendation by the Audit Committee to seek shareholders’ approval for the re-appointment of EY as Auditors of the Company at the 97<sup>th</sup> AGM.

### **Ordinary Resolution 6 – Authority pursuant to Sections 75 and 76 of the Companies Act 2016**

The proposed resolution 6, if passed, will empower the Directors to allot and issue new ordinary shares in the Company up to an amount not exceeding in total ten percent (10%) of the total number of issued shares of the Company, subject to compliance with the relevant regulatory requirements. This approval is sought to avoid any delay and cost in convening a general meeting for such issuance of shares. This authority, unless revoked or varied at a general meeting, will expire at the next AGM of the Company.

The general mandate had also been sought for in the last AGM of the Company. There were no shares issued and no proceeds raised from the previous mandate.

The renewal of the general mandate will provide flexibility to the Company for any possible fund raising activities, including but not limited to placing of shares, for purpose of funding future investment project(s), working capital and/or acquisition(s).

### **Ordinary Resolution 7 – Proposed Renewal of the Shareholders’ Mandate for the Company and/or its Subsidiaries to enter into Recurrent Related Party Transactions of A Revenue or Trading Nature**

The proposed resolution 7, if passed, will enable the Company and/or its subsidiaries to enter into recurrent related party transactions of a revenue or trading nature, particulars of which are set out in the Company’s

circular to shareholders dated 31 July 2024. This authority, unless revoked or varied at a general meeting, will expire at the next AGM of the Company.

**Ordinary Resolution 8 – Proposed Renewal of Shareholders’ Mandate for the Authority to the Company to Purchase up to ten percent (10%) of its own Shares in the Total Number of Issued Shares in the Company**

The proposed resolution 8, if passed, will enable the Company to purchase its own shares through Bursa Securities of up to ten percent (10%) of the total number of issued shares in the Company at any point in time, particulars of which are set out in the Company’s statement to shareholders dated 31 July 2024. This authority, unless revoked or varied at a general meeting, will expire at the next AGM of the Company.

|                       |                |
|-----------------------|----------------|
| Number of shares held | CDS Account No |
|                       |                |

I/We.....  
(FULL NAME IN CAPITAL LETTERS)

NRIC/Passport/Company No.....

of.....  
(FULL ADDRESS)

and Tel. No. ...., being a shareholder(s) of **EASTERN & ORIENTAL BERHAD** (Registration No. 192701000031 (555-K)) hereby appoint the following person(s) as my/our proxy(ies):

|                                | FULL NAME | NRIC/PASSPORT NO. | PERCENTAGE (%) OF SHAREHOLDINGS TO BE REPRESENTED |
|--------------------------------|-----------|-------------------|---|
| Proxy 1                        |           |                   |   |
| and/or (delete as appropriate) |           |                   |   |
| Proxy 2                        |           |                   |   |

or failing him/her, the Chairman of the Meeting as my/our proxy(ies) to vote for me/us and on my/our behalf at the Ninety-Seventh Annual General Meeting of the Company to be conducted on a virtual basis through live streaming and online remote voting via TIIH Online Website at <https://tiih.online> as provided by Tricor Investor & Issuing House Services Sdn Bhd on Thursday, 29 August 2024 at 11.00 a.m. or at any adjournment thereof.

| RESOLUTIONS           |  | FOR* | AGAINST* |
|-----------------------|--|------|----------|
| Ordinary Resolution 1 | To approve payment of Directors' fees and meeting allowance of RM264,000 for financial year ended 31 March 2024  |      |          |
| Ordinary Resolution 2 | To approve the payment of Directors' benefits (excluding Directors' fees) to the Non-Executive Directors up to an amount of RM50,000 from Ninety-Seventh Annual General Meeting until the next annual general meeting of the Company |      |          |
| Ordinary Resolution 3 | To re-elect Dato' Tee Eng Seng as Director   |      |          |
| Ordinary Resolution 4 | To re-elect Ms Tee Bee Kim as Director   |      |          |
| Ordinary Resolution 5 | To re-appoint Messrs Ernst & Young PLT as Auditors of the Company  |      |          |
| Ordinary Resolution 6 | To authorise the issue of shares pursuant to Sections 75 and 76 of the Companies Act 2016  |      |          |
| Ordinary Resolution 7 | To approve the Proposed Renewal of the Shareholders' Mandate for Recurrent Related Party Transactions  |      |          |
| Ordinary Resolution 8 | To approve the Proposed Renewal of Shareholders' Mandate for Share Buy-Back  |      |          |

\*Please indicate with a cross (X) in spaces provided whether you wish your vote(s) to be cast for or against the resolutions set out in the Notice of Meeting. In the absence of specific direction, your proxy may vote or abstain as he/she thinks fit.

Signed this ..... day of ..... 2024 Signature of shareholder(s)/Seal

**NOTES:**

- Shareholders are to attend, speak (including posing questions to the Board via real time submission of typed texts) and vote (collectively, "participate") remotely at the Ninety-Seventh Annual General Meeting ("97<sup>th</sup> AGM") via the Remote Participation and Voting facilities ("RPV") provided by Tricor Investor & Issuing House Services Sdn. Bhd. A shareholder who has appointed a proxy or attorney or authorised representative to participate in this 97<sup>th</sup> AGM via RPV must request his/her proxy or attorney or authorised representative to register himself/herself for RPV. Please refer to the Administrative Guide for RPV via its TIIH Online website at <https://tiih.online>.
- For the purpose of determining who shall be entitled to participate in this 97<sup>th</sup> AGM via RPV, the Company shall be requesting Bursa Malaysia Depository Sdn. Bhd. to make available to the Company, the Record of Depositors. Only a shareholder whose name appears in the Record of Depositors as at 22 August 2024 shall be entitled to participate or appoint proxy(ies) to participate in his/her stead in this 97<sup>th</sup> AGM via RPV.

3. As the 97<sup>th</sup> AGM is a virtual annual general meeting (“AGM”), shareholders who are unable to participate in this 97<sup>th</sup> AGM may appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the proxy form.
4. A shareholder of the Company entitled to attend and vote at this 97<sup>th</sup> AGM via RPV is entitled to appoint not more than two (2) proxies to attend and vote in his/her stead. Where a shareholder appoints more than one (1) proxy, the appointment shall be invalid unless he/she specifies the proportion of his/her shareholdings to be represented by each proxy. A proxy may but need not be a shareholder of the Company.
5. Where a shareholder is an authorised nominee as defined under the Securities Industry (Central Depositories) Act, 1991, it may appoint not more than two (2) proxies in respect of each securities account it holds with ordinary shares of the Company standing to the credit of the said securities account.
6. Where a shareholder 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.
7. The instrument appointing a proxy shall be in writing under the hand of the appointer or his/her attorney duly authorised in writing or if the appointer is a corporation either under its common seal or under the hand of an officer or attorney duly authorised in writing.
8. The instrument appointing a proxy shall be deposited with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd., Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, or by electronic form via *TIIH Online* at <https://tiih.online>, not later than Tuesday, 27 August 2024 at 11.00 a.m. *Please refer to the Electronic Submission of Proxy Form in the Administrative Guide.*
9. Corporate representatives of corporate shareholders or attorneys appointed by power of attorney must deposit their original certificate of appointment of corporate representative or their power of attorney, where applicable to the Share Registrar of the Company or the Customer Service Centre to participate via RPV in the 97<sup>th</sup> AGM.



## ADMINISTRATIVE GUIDE FOR THE NINETY-SEVENTH ANNUAL GENERAL MEETING OF EASTERN & ORIENTAL BERHAD

Date : Thursday, 29 August 2024  
Time : 11.00 a.m. or at any adjournment thereof  
Venue : Online Meeting Platform via TIIH Online website at <https://tiih.online> provided by Tricor Investor & Issuing House Services Sdn Bhd in Malaysia  
Meeting Platform : **TIIH Online website at <https://tiih.online>**

### MODE OF MEETING

The Ninety-Seventh Annual General Meeting (“97<sup>th</sup> AGM”) will be conducted on **a virtual basis through live streaming and online remote voting**. This is in line with the Guidance Note on the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia on 18 April 2020, including any amendment that may be made from time to time.

### REMOTE PARTICIPATION AND VOTING FACILITIES (“RPV”)

**Shareholders** are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, “participate”) remotely at the 97<sup>th</sup> AGM using RPV provided by Tricor Investor & Issuing House Services Sdn. Bhd. (“Tricor”) via its **TIIH Online** website at <https://tiih.online>. *Please refer to Procedure for RPV.*

A shareholder who has appointed a **proxy(ies)** or **attorney(s)** or **authorised representative(s)** to participate at this 97<sup>th</sup> AGM via RPV must request his/her proxy(ies) or attorney or authorised representative to register himself/herself for RPV at TIIH Online website at <https://tiih.online>. *Please refer to Procedure for RPV.*

As the 97<sup>th</sup> AGM is a virtual AGM, shareholders who are unable to participate in this 97<sup>th</sup> AGM may **appoint the Chairman of the meeting as his/her proxy** and **indicate the voting instructions** in the proxy form.

## PROCEDURES FOR RPV

Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) who wish to participate the 97<sup>th</sup> AGM remotely using the RPV are to follow the requirements and procedures as summarized below:

|   | Procedure                           | Action  |
|---|-------------------------------------|---|
| <b>BEFORE THE 97<sup>th</sup> AGM DAY</b> |                                     |   |
| (a)                                       | Register as a user with TIIH Online | <ul style="list-style-type: none"> <li>• If you are not an existing user with TIIH Online, you are required to register (for first time registration only).</li> <li>• Using your computer, access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the “e-Services” by selecting “<b>Create Account by Individual Holder</b>”. Refer to the tutorial guide posted on the homepage for assistance.</li> <li>• Registration as a user will be approved within one working day and you will be notified via email. If you are unable to register before <b>Wednesday, 28 August 2024</b>, please contact Tricor for assistance.</li> <li>• If you are already a user with TIIH Online, you are not required to register again. You will receive an e-mail to notify you that the remote participation is available for registration at TIIH Online.</li> </ul>  |
| (b)                                       | Submit your registration for RPV    | <ul style="list-style-type: none"> <li>• <b>Registration for RPV is open from Wednesday, 31 July 2024 until the day of 97<sup>th</sup> AGM on Thursday, 29 August 2024.</b> Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to register to ascertain their eligibility to participate the 97<sup>th</sup> AGM using the RPV.</li> <li>• Login with your user ID and password and select the corporate event: “<b>(REGISTRATION) EASTERN &amp; ORIENTAL BERHAD 97TH AGM</b>”.</li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>• Select “Register for Remote Participation and Voting”.</li> <li>• Review your registration and proceed to register.</li> <li>• System will send an e-mail to notify that your registration for remote participation is received and will be verified.</li> <li>• After verification of your registration against the General Meeting Record of Depositors dated 22 August 2024, the system will send you an e-mail after 27 August 2024 to approve or reject your registration for remote participation and the procedures to use the RPV are detailed therein.<br/><i>(Note: Please allow sufficient time for the approval of new user of TIIH Online as well as the registration for RPV in order that you can login to TIIH Online and participate in the 97<sup>th</sup> AGM remotely).</i></li> </ul> |

| <b>ON THE DAY OF THE 97<sup>th</sup> AGM</b> |                                    |   |
|--|------------------------------------|---|
| (c)  | Login to TIIH Online               | <ul style="list-style-type: none"> <li>Login with your user ID and password for remote participation at the 97<sup>th</sup> AGM at any time from <b>10.00 a.m.</b> i.e. 1 hour before the commencement of the 97<sup>th</sup> AGM on <b>Thursday, 29 August 2024 at 11.00 a.m.</b></li> </ul>   |
| (d)  | Participate through Live Streaming | <ul style="list-style-type: none"> <li>Select the corporate event: “<b>(LIVE STREAM MEETING) EASTERN &amp; ORIENTAL BERHAD 97TH AGM</b>” to engage in the proceedings of the 97<sup>th</sup> AGM remotely.</li> <li>If you have any question for the Chairman/ Board, you may use the query box to transmit your question. The Chairman/ Board will endeavor to respond to questions submitted by remote participants during the 97<sup>th</sup> AGM. If there is time constraint, the responses will be e-mailed to you at the earliest possible, after the meeting.</li> </ul>  |
| (e)  | Online Remote Voting               | <ul style="list-style-type: none"> <li>Voting session commences from <b>11.00 a.m. on Thursday, 29 August 2024</b> until a time when the Chairman announces the end of the voting session. Select the corporate event: “<b>(REMOTE VOTING) EASTERN &amp; ORIENTAL BERHAD 97TH AGM</b>” or if you are on the live stream meeting page, you can select “<b>GO TO REMOTE VOTING PAGE</b>” button below the Query Box.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select the CDS account that represents your shareholdings.</li> <li>Indicate your votes for the resolutions that are tabled for voting.</li> <li>Confirm and submit your votes.</li> </ul> |
| (f)  | End of remote participation        | <ul style="list-style-type: none"> <li>Upon the announcement by the Chairman on the closure of the 97<sup>th</sup> AGM, the live streaming will end.</li> </ul>   |

**Note to users of the RPV facilities:**

- Should your registration for RPV be approved we will make available to you the rights to join the live streamed meeting and to vote remotely. Your login to TIIH Online on the day of meeting will indicate your presence at the virtual meeting.
- The quality of your connection to the live broadcast is dependent on the bandwidth and stability of the internet at your location and the device you use.
- In the event you encounter any issues with logging-in, connection to the live streamed meeting or online voting on the meeting day, kindly call Tricor Help Line at 011-40805616 / 011-40803168 / 011-40803169 / 011-40803170 for assistance or e-mail to [tiih.online@my.tricorglobal.com](mailto:tiih.online@my.tricorglobal.com) for assistance.

## APPOINTMENT OF PROXY OR ATTORNEY OR CORPORATE REPRESENTATIVE

Shareholders who appoint proxy(ies) to participate via RPV in the 97<sup>th</sup> AGM must ensure that the duly executed proxy forms are deposited in a hard copy form or by electronic means to Tricor no later than **Tuesday, 27 August 2024 at 11.00 a.m.**

The appointment of a proxy may be made in a hard copy form or by electronic means in the following manner:

(i) In hard copy form

In the case of an appointment made in hard copy form, the proxy form must be deposited with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd., Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.

(ii) By electronic form

The proxy form can be electronically lodged with the Share Registrar of the Company via TIH Online at <https://tiah.online>. Kindly refer to the Procedure for Electronic Submission of Proxy Form.

Please ensure ALL the particulars as required in the proxy form are completed, signed and dated accordingly.

Any authority pursuant to which such an appointment is made by a power of attorney must be deposited with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd., Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia not later than **Tuesday, 27 August 2024 at 11.00 a.m.** to participate via RPV in the 97<sup>th</sup> AGM. A copy of the power of attorney may be accepted provided that it is certified notarially and/or in accordance with the applicable legal requirements in the relevant jurisdiction in which it is executed.

For a corporate member who has appointed a representative, please deposit the **ORIGINAL** certificate of appointment with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd., Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia to participate via RPV in the 97<sup>th</sup> AGM. The certificate of appointment should be executed in the following manner:

- (i) If the corporate member has a common seal, the certificate of appointment should be executed under seal in accordance with the constitution of the corporate member.
- (ii) If the corporate member does not have a common seal, the certificate of appointment should be affixed with the rubber stamp of the corporate member (if any) and executed by:
  - (a) at least two (2) authorised officers, of whom one shall be a director; or
  - (b) any director and/or authorised officers in accordance with the laws of the country under which the corporate member is incorporated.

## PROCEDURE FOR ELECTRONIC SUBMISSION OF PROXY FORM

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

|  | Procedure                             | Action  |
|--|---------------------------------------|---|
| <b>i. Steps for Individual Shareholders</b>                    |                                       |   |
| (a)  | Register as a User with TIIH Online   | <ul style="list-style-type: none"> <li>Using your computer, please access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the "e-Services". Please do refer to the tutorial guide posted on the homepage for assistance.</li> <li>If you are already a user with TIIH Online, you are not required to register again.</li> </ul>   |
| (b)  | Proceed with submission of Proxy Form | <ul style="list-style-type: none"> <li>After the release of the Notice of Meeting by the Company, login with your user name (i.e. email address) and password.</li> <li>Select the corporate event: "<b>EASTERN &amp; ORIENTAL BERHAD 97TH AGM – SUBMISSION OF PROXY FORM</b>".</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Insert your CDS account number and indicate the number of shares for your proxy(s) to vote on your behalf.</li> <li>Appoint your proxy(s) and insert the required details of your proxy(s) or appoint Chairman as your proxy.</li> <li>Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote.</li> <li>Review and confirm your proxy(s) appointment.</li> <li>Print proxy form for your record.</li> </ul>   |
| <b>ii. Steps for corporation or institutional shareholders</b> |                                       |   |
| (c)  | Register as a User with TIIH Online   | <ul style="list-style-type: none"> <li>Access TIIH Online at <a href="https://tiih.online">https://tiih.online</a></li> <li>Under e-Services, the authorised or nominated representative of the corporation or institutional shareholder selects "<b>Create Account by Representative of Corporate Holder</b>".</li> <li>Complete the registration form and upload the required documents.</li> <li>Registration will be verified, and you will be notified by email within one (1) to two (2) working days.</li> <li>Proceed to activate your account with the temporary password given in the email and re-set your own password.</li> <li>Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.</li> </ul> |

|     |                                       |  |
|-----|---------------------------------------|--|
| (d) | Proceed with submission of Proxy Form | <ul style="list-style-type: none"> <li>• Login to TIIH Online at <a href="https://tiih.online">https://tiih.online</a></li> <li>• Select the corporate exercise name: <b>“EASTERN &amp; ORIENTAL BERHAD 97TH AGM – SUBMISSION OF PROXY FORM”</b></li> <li>• Agree to the Terms &amp; Conditions and Declaration.</li> <li>• Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein.</li> <li>• Prepare the file for the appointment of proxies by inserting the required data.</li> <li>• Submit the proxy appointment file.</li> <li>• Login to TIIH Online, select corporate exercise name: <b>“EASTERN &amp; ORIENTAL BERHAD 97TH AGM – SUBMISSION OF PROXY FORM”</b>.</li> <li>• Proceed to upload the duly completed proxy appointment file.</li> <li>• Select “Submit” to complete your submission.</li> <li>• Print the confirmation report of your submission for your record.</li> </ul> |
|-----|---------------------------------------|--|

**Important:** A shareholder who has appointed a proxy(ies) or attorney(s) or authorised representative(s) to participate at this 97<sup>th</sup> AGM via RPV must request his/her proxy(ies) or attorney or authorised representative to register himself/herself for RPV at TIIH Online website at <https://tiih.online>. *Please refer to Procedure for RPV.*

## POLL VOTING

The voting at the 97<sup>th</sup> AGM will be conducted by poll in accordance with Paragraph 8.29A of Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor as Poll Administrator to conduct the poll by way of electronic voting (e-voting).

Shareholders or proxy(es) or corporate representative(s) or attorney(s) can proceed to vote on the resolutions at any time from **11.00 a.m. on Thursday, 29 August 2024** but before the end of the voting session which will be announced by the Chairman of the meeting. Kindly refer to item (e) of the above Procedures for RPV for guidance on how to vote remotely from TIIH Online website at <https://tiih.online>.

Upon completion of the voting session for the 97<sup>th</sup> AGM, the Scrutineers will verify the poll results followed by the Chairman’s declaration whether the resolutions are duly passed.

## PRE-MEETING SUBMISSION OF QUESTION TO THE BOARD OF DIRECTORS

Shareholders may submit questions for the Board in advance of the 97<sup>th</sup> AGM via Tricor’s TIIH Online website at <https://tiih.online> by selecting “e-Services” to login, pose questions and submit electronically no later than **Tuesday, 27 August 2024 at 11.00 a.m.** The Board will endeavor to answer the questions received at the 97<sup>th</sup> AGM.

## DOOR GIFT/FOOD VOUCHER

There will be no door gifts or food vouchers for attending the 97<sup>th</sup> AGM.

## NO RECORDING OR PHOTOGRAPHY

Unauthorized recording and photography are strictly prohibited at the 97<sup>th</sup> AGM.

## ENQUIRY

If you have any enquiries on the above, please contact the Share Registrar during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

### **Tricor Investor & Issuing House Services Sdn. Bhd.**

General Line : +603-2783 9299

Fax Number : +603-2783 9222

Email : [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com)