

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the Forty-Sixth Annual General Meeting (“**46th AGM**”) of Perusahaan Sadur Timah Malaysia (Perstima) Berhad (the “**Company**”) will be held and conducted on a virtual basis through live streaming from the broadcast venue at Level 12, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia for the purpose of considering and if thought fit, passing the resolutions setting out in this notice:-

Meeting Date : Wednesday, 28 August 2024
 Time : 3:00 p.m.
 Meeting Platform : <https://meeting.boardroomlimited.my/>
 Mode of Communication : (i) Submit questions to the Board of Directors prior to the 46th AGM by logging into the Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com/> not later than 3:00 p.m. on Monday, 26 August 2024.
 (ii) Post questions to the Board of Directors via real time submission of typed text during live streaming of 46th AGM.

AGENDA

As Ordinary Business

1. To receive the Audited Financial Statements of the Company for the financial year ended 31 March 2024 together with the Directors’ and Auditors’ Reports thereon. **Explanatory Note 1**
2. To re-elect Mr Rin Nan Yoong who is retiring in accordance with Clause 99 of the Constitution of the Company. **Ordinary Resolution 1**
3. To re-elect Ms Ranko Kume who is retiring in accordance with Clause 99 of the Constitution of the Company. **Ordinary Resolution 2**
4. To re-elect Mr Kazumi Saito who is retiring in accordance with Clause 106 of the Constitution of the Company. **Ordinary Resolution 3**
5. To approve the Non-Executive Directors’ fees of RM505,000 for the financial year ended 31 March 2024 and the payment thereof. **Ordinary Resolution 4**
6. To approve the benefits payable to the Non-Executive Directors up to an aggregate amount of RM35,000 for the period from 29 August 2024 until the next Annual General Meeting of the Company in year 2025, to be paid quarterly in arrears. **Ordinary Resolution 5**
7. To re-appoint KPMG PLT as the Auditors of the Company and to authorise the Directors to fix their remuneration. **Ordinary Resolution 6**

As Special Business

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

8. **Proposed Renewal of Existing Shareholders’ Mandate for Perusahaan Sadur Timah Malaysia (Perstima) Berhad and its subsidiaries to enter into Recurrent Related Party Transactions of a Revenue or Trading Nature (“Proposed Renewal of Shareholders’ Mandate”)**

“THAT, pursuant to Paragraph 10.09(2), Part E of Chapter 10 of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, the Company and its subsidiaries (“**Perstima Group**”) be and are hereby authorised to enter into any of the recurrent transactions of a revenue or trading nature as set out in Section 3.2 of the Circular to Shareholders dated 31 July 2024 with the related parties mentioned therein which are necessary for the Perstima Group’s day-to-day operations, subject further to the following:-

- (i) the transactions are in the ordinary course of business on normal commercial terms and on terms which are 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; and
- (ii) disclosure of the aggregate value of the transactions of the Proposed Renewal of Shareholders’ Mandate conducted during the financial year will be disclosed in the Annual Report for the said financial year,

THAT such approval shall continue to be in force until:-

- (i) the conclusion of the next Annual General Meeting (“**AGM**”) of the Company at which time it will lapse, unless by a resolution passed at the Meeting, the authority is renewed;
 - (ii) the expiration of the period within which the next AGM of the Company is required to be held pursuant to Section 340(2) of the Companies Act 2016 (the “**Act**”) (but shall not extend to such extensions as may be allowed pursuant to Section 340(4) of the Act); or
 - (iii) revoked or varied by the Company in a general meeting,
- whichever is the earlier.

AND THAT the Directors of the Company be and are hereby authorised to complete and do all such acts and things as they may consider expedient or necessary to give effect to the Proposed Renewal of Shareholders’ Mandate.”

Ordinary Resolution 7

9. **Authority for Tan Sri Dato’ (Dr) Wee Hoe Soon @ Gooi Hoe Soon to continue in office as an Independent Director of the Company**

“THAT authority be and is hereby given for Tan Sri Dato’ (Dr) Wee Hoe Soon @ Gooi Hoe Soon who has served as an Independent Director of the Company for a cumulative term of more than nine years, to continue to act as an Independent Director of the Company, in accordance with the Malaysian Code on Corporate Governance.”

Ordinary Resolution 8

NOTICE OF ANNUAL GENERAL MEETING (Cont'd)

BY ORDER OF THE BOARD

TAI YIT CHAN

Membership No.: MAICSA 7009143

SSM Practicing Certificate No.: 202008001023

CHAN YOKE PENG

Membership No.: MAICSA 7053966

SSM Practicing Certificate No.: 202008001791

Company Secretaries

Kuala Lumpur
31 July 2024

NOTES:-

1. The AGM of the Company will be held and conducted on a virtual basis through live streaming and online remote voting via Remote Participation and Electronic Voting ("**RPEV**") facilities to be provided by the Company's Share Registrar, Boardroom Share Registrars Sdn. Bhd.. Please follow the procedures provided in the Administrative Guide for the AGM in order to register, participate and vote remotely via the RPEV facilities.
2. The venue of the AGM is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires the Chairman of the meeting to be present at the main venue of the meeting. The venue of the AGM is to inform shareholders where the electronic AGM production and streaming would be conducted from. **NO SHAREHOLDER(S)/PROXY(IES)** from the public will be allowed to be physically present at the broadcast venue.
3. A member of the Company who is entitled to participate and vote at the meeting is entitled to appoint up to two (2) proxies to participate and vote in his/her stead at the same meeting. A proxy may but need not be a member of the Company, an advocate, an approved company auditor or a person approved by the Registrar.
4. Where a member of the Company appoints two (2) proxies, the member shall specify the proportions of his/her shareholdings to be represented by each proxy, failing which the appointments shall be invalid. If the appointor is a Corporation, this form must be executed under its Common Seal or under the hand of its attorney.
5. Where a member of the Company is an exempt authorised nominee which holds ordinary shares in the Company for multiple beneficial owners in one 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.

An exempt authorised nominee refers to an authorised nominee defined under the Securities Industry (Central Depositories) Act 1991 ("**SICDA**") which is exempted from compliance with the provisions of subsection 25A(1) of SICDA.

6. The appointment of proxy may be made in a hard copy form or by electronic means, not less than forty-eight (48) hours before the time for holding the AGM or at any adjournment thereof, as follows:-

(i) In hard copy form

The original instrument appointing a proxy ("**Proxy Form**") must be deposited at the Company's Share Registrar's Office at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia.

(ii) By electronic means

The Proxy Form can also be lodged electronically with the Share Registrar of the Company through Boardroom Smart Investor Online Portal at <https://investor.boardroomlimited.com/>. Please follow the procedures provided in the Administrative Guide for the AGM in order to deposit the Proxy Form electronically.

7. If you have submitted your Proxy Form(s) and subsequently decide to appoint another person or wish to participate in our electronic AGM by yourself, please write in to bsr.helpdesk@boardroomlimited.com to revoke the earlier appointed proxy forty-eight (48) hours before this meeting.
8. Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all the resolutions set out in the Notice of AGM will be put to vote by way of poll.
9. For the purpose of determining who shall be entitled to participate this meeting, the Company shall be requesting Bursa Malaysia Depository Sdn. Bhd. to make available a Record of Depositors as at **21 August 2024** and only a Depositor whose name appears on such Record of Depositors shall be entitled to participate and vote at this meeting or entitled to appoint proxy(ies) to participate and vote on his/her behalf.

NOTICE OF ANNUAL GENERAL MEETING (Cont'd)

EXPLANATORY NOTE ON ORDINARY BUSINESS AND SPECIAL BUSINESS

1. Audited Financial Statements for the financial year ended 31 March 2024

The Audited Financial Statements 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 item on the Agenda is not put forward for voting.

2. Ordinary Resolutions 1, 2 and 3 – Re-election of Directors

For the purpose of determining the eligibility of the Directors to stand for re-election at the 46th AGM of the Company, the Board of Directors (“**Board**”) through its Nomination Committee (“**NC**”) undertakes a formal evaluation to determine the eligibility of each retiring Director in line with the Malaysian Code on Corporate Governance and Main Market Listing Requirements of Bursa Malaysia Securities Berhad, which includes the following:-

- (i) Performance and effectiveness of the Board as a whole, Board Committees and individual Director; and
- (ii) Fit and proper assessment.

The NC and the Board are satisfied that the Directors, namely Mr Rin Nan Yoong, Ms Ranko Kume and Mr Kazumi Saito (collectively, “**the retiring Directors**”) standing for re-election have performed their duties as per the Board Charter and they will continue to bring to bear their knowledge, experience and skills and contribute effectively to the Board’s discussions, deliberations and decisions. In view thereof, the Board recommends that they be re-elected as Directors of the Company.

The retiring Directors being eligible, have offered themselves for re-election at the 46th AGM.

The retiring Directors have abstained from deliberations and decision on their own eligibility and suitability to stand for re-election at the relevant NC and Board meetings.

The profiles of the Directors who are standing for re-election under Ordinary Resolutions 1, 2 and 3 are set out in the Directors’ Profiles on pages 4 and 5 of the Annual Report 2024.

3. Ordinary Resolutions 4 and 5 – Payment of Directors’ Fees and Benefits Payable

Section 230(1) of the Companies Act 2016 provides amongst others that the fees of the Directors and any benefits payable to the Directors of the Company and its subsidiaries shall be approved at a general meeting. In this respect, the Board wishes to seek shareholders’ approval for the payment of Non-Executive Directors’ fees of RM505,000 for the financial year ended 31 March 2024. The Board also wishes to seek shareholders’ approval on the benefits payable to the Non-Executive Directors up to an aggregate amount of RM35,000 for the period from 29 August 2024 until the next AGM of the Company in year 2025. The details are set out in the Corporate Governance Overview Statement on page 18 of the Annual Report 2024. The amount of Non-Executive Directors’ fees consists of the fees payable to Non-Executive Directors as members of the Board and Board Committees. Whilst, the amount of benefits payable to the Non-Executive Directors comprises meeting allowances only.

The payment of Non-Executive Directors’ fees as members of the Board and Board Committees as well as the benefits payable to Non-Executive Directors are recommended for shareholders’ approval at this 46th AGM.

The current structure of annual Non-Executive Directors’ fees, which was approved by the Board in 2024 had remained unchanged since financial year 2019. During a review in 2024, the Remuneration Committee recommended and the Board has approved that the Non-Executive Directors’ fees shall remain unchanged, subject to shareholders’ approval at this 46th AGM.

4. Ordinary Resolution 6 – Re-appointment of Auditors

KPMG PLT, the auditors of the Company have expressed their willingness to continue in office as auditors of the Company for the financial year ending 31 March 2025. The Board has approved the Audit Committee’s recommendation that they be retained after taking into account relevant feedback on their experience, performance and independence following a formal assessment.

5. Ordinary Resolution 7 – Proposed Renewal of Shareholders’ Mandate

For further information on Ordinary Resolution 7, please refer to the Circular to Shareholders dated 31 July 2024.

6. Ordinary Resolution 8 – Authority for Tan Sri Dato’ (Dr) Wee Hoe Soon @ Gooi Hoe Soon to continue in office as an Independent Director of the Company

Pursuant to Practice 5.3 of the Malaysian Code on Corporate Governance (“**MCCG**”) published on 28 April 2021, the tenure of an independent director should not exceed a term limit of nine (9) years. Upon completion of the nine (9) years, an independent director may continue to serve on the board as a non-independent director. If the board intends to retain an independent director beyond nine (9) years, shareholders’ approval must be sought through a two-tier voting process and the board must provide justification for the retention.

Tan Sri Dato’ (Dr) Wee Hoe Soon @ Gooi Hoe Soon (“**Tan Sri Dato’ (Dr) Gooi**”) was appointed as an Independent Director of the Company on 25 July 2013 and has served for a cumulative term of more than nine (9) years as prescribed by MCCG. In accordance with the MCCG, the NC and the Board, after having assessed the independence of Tan Sri Dato’ (Dr) Gooi, consider him to be independent based on, amongst others, the following justifications and recommend that Tan Sri Dato’ (Dr) Gooi be retained as an Independent Director of the Company:-

- (i) He has confirmed and declared that he is an Independent Director as defined under Paragraph 1.01 of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad;
- (ii) He does not have any conflict of interest with the Company and has not been entering/is not expected to enter into contract(s) especially material contract(s) with the Company and/or its subsidiary companies;
- (iii) He is currently not sitting on the board of any other public and/or private companies having the same nature of business as that of the Company and its subsidiary companies; and
- (iv) The Board is of the opinion that Tan Sri Dato’ (Dr) Gooi is an important Independent Director in view of his many years on the Board with incumbent knowledge of the Company and the Group’s activities and corporate history and has provided invaluable contributions to the Board in his role as an Independent Director.

Pursuant to the MCCG, the Company would adopt a two-tier voting process in seeking shareholders’ approval to retain Tan Sri Dato’ (Dr) Gooi as Independent Director of the Company at the 46th AGM.

Personal data privacy:-

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

ADMINISTRATIVE GUIDE FOR FORTY-SIXTH ANNUAL GENERAL MEETING

- Day and Date : Wednesday, 28 August 2024
- Time : 3:00 p.m.
- Broadcast Venue : Level 12, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia
- Meeting Platform : <https://meeting.boardroomlimited.my/>
- Mode of Communication : (i) Submit questions to the Board of Directors prior to the Forty-Sixth (“46th”) Annual General Meeting (“AGM”) by logging into the Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com/> not later than 3:00 p.m. on Monday, 26 August 2024.
- (ii) Post questions to the Board of Directors via real time submission of typed text during live streaming of 46th AGM.

MODE OF MEETING

The Company will conduct its forthcoming 46th AGM on a virtual basis through live streaming from the Broadcast Venue via remote participation and electronic voting facilities to be provided by the Company’s Share Registrar, Boardroom Share Registrars Sdn. Bhd. in accordance with Section 327 of the Companies Act 2016 and Clause 66 of the Constitution of the Company (“Virtual AGM”).

This is in line with Practice 13.3 of the Malaysian Code on Corporate Governance as a Virtual AGM facilitates electronic voting and remote shareholders’ participation ultimately promoting greater shareholder participation. With the virtual meeting facilities, you may exercise your right as a member of the Company to participate (including the right to pose questions to the Board of Directors and/or Management of the Company) and vote at the Virtual AGM. Alternatively, you may also appoint the Chairman of the meeting as your proxy to attend and vote on your behalf at the Virtual AGM.

BROADCAST VENUE

The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires that the Chairman of the meeting to be present at the main venue. **SHAREHOLDERS OR PROXIES ARE NOT ALLOWED TO BE PHYSICALLY PRESENT AT THE BROADCAST VENUE** as the venue is only meant to facilitate the conduct of the Virtual AGM. Shareholders or proxies who turn up at the Broadcast Venue would be requested to leave the venue politely.

ENTITLEMENT TO PARTICIPATE AND VOTE

In respect of deposited securities, only members whose names appear in the Record of Depositors on **21 August 2024** (General Meeting Record of Depositors) shall be eligible to participate in the AGM or appoint proxy(ies) to participate and/or vote on his/her behalf.

FORM(S) OF PROXY

Shareholders are encouraged to go online, participate and vote at the Virtual AGM using remote participation and electronic voting facilities.

Shareholders who are unable to participate in our Virtual AGM are encouraged to appoint the Chairman of the meeting as your proxy and indicate the voting instructions in the Form(s) of Proxy.

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

ADMINISTRATIVE GUIDE FOR FORTY-SIXTH ANNUAL GENERAL MEETING (Cont'd)

FORM(S) OF PROXY (Cont'd)

Please ensure that the original Form(s) of Proxy is deposited at our Share Registrar's office not less than forty-eight (48) hours before the time for holding the meeting at the following address:-

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

General Line : 603-7890 4700

Alternatively, you may deposit your Form(s) of Proxy by electronic means with the Share Registrar through Boardroom Smart Investor Online Portal at <https://investor.boardroomlimited.com/> to sign up as user and deposit your Form(s) of Proxy electronically forty-eight (48) hours before the meeting.

REVOCAION OF PROXY

If you have submitted your Form(s) of Proxy and subsequently decide to appoint another person or wish to participate in our Virtual AGM by yourself, please write in to bsr.helpdesk@boardroomlimited.com to revoke the earlier appointed proxy forty-eight (48) hours before the meeting.

VOTING PROCEDURE

The voting procedure 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 Boardroom Share Registrars Sdn. Bhd. ("**Boardroom**") as Poll Administrator to conduct the poll by way of electronic voting ("**e-voting**") and SKY Corporate Services Sdn. Bhd. as Independent Scrutineer to verify and validate the poll results.

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

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

There are two (2) methods for members and proxies who wish to use their personal voting device to vote remotely. The methods are as follows:-

- (i) Use the QR Scanner Code given in the email received after successful registration; **OR**
- (ii) Navigate to the website URL <https://meeting.boardroomlimited.my/>.

Upon the conclusion of the e-voting session, the Independent Scrutineer 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.

REMOTE PARTICIPATION AND E-VOTING

Please note that the remote participation and e-voting is available to individual member, corporate shareholder, authorised nominee and exempt authorised nominee.

You will be able to view a live webcast of the AGM proceeding, ask questions and submit your votes in real time whilst the meeting is in progress.

ADMINISTRATIVE GUIDE FOR FORTY-SIXTH ANNUAL GENERAL MEETING (Cont'd)

REMOTE PARTICIPATION AND E-VOTING (Cont'd)

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

Before the day of the AGM		
Step		Action
1.	Register Online with Boardroom Smart Investor Portal ("BSIP") (for first time registration)	<p><i>[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register again. You may proceed to Step 2.]</i></p> <ol style="list-style-type: none"> Access BSIP website at https://investor.boardroomlimited.com/. Click <<Register>> to sign up as a user. Please select the correct account type, i.e. sign up as "Shareholder" or "Corporate Holder". Complete the registration with all required information and upload a softcopy of your or representative's MyKad (front and back) or Passport. For Corporate Holder, kindly upload the authorization letter and click <<Sign Up>>. You will receive an email from Boardroom for email address verification. Click <<Verify Email Address>> from the email received to continue with the registration. Once your email address is verified, you will be re-directed to BSIP for verification of mobile number. Click <<Request OTP Code>> and an OTP Code will be sent to the registered mobile number. You will need to enter the OTP Code and click <<Enter>> to complete the process. Your registration will be verified and approved within one (1) business day and an email notification will be provided to you.
2.	Submit Request for Remote Participation User ID and Password	<p><i>[Note: The registration for remote access will be opened on Wednesday, 31 July 2024. Please note that the closing time to submit your request is not less than forty-eight (48) hours before the time of holding the AGM, i.e. latest by Monday, 26 August 2024 at 3:00 p.m.]</i></p> <p>For Shareholders</p> <ol style="list-style-type: none"> Log in to https://investor.boardroomlimited.com/ using your user ID and password from Step 1 above. Select <<PERUSAHAAN SADUR TIMAH MALAYSIA (PERSTIMA) BERHAD FORTY-SIXTH (46TH) ANNUAL GENERAL MEETING>> from the list of Meeting Event(s) and click <<Enter>>. <p>To attend the virtual AGM remotely</p> <ol style="list-style-type: none"> Click <<Register for RPEV>>. Read and accept the General Terms & Conditions and click <<Next>>. Enter your CDS Account Number and thereafter submit your request. <p>To appoint proxy</p> <ol style="list-style-type: none"> Click <<Submit eProxy Form>>. Select the company you would like to represent (if more than one, for Corporate Shareholder). Enter your CDS Account Number and number of securities held. Select your proxy – either the Chairman of the meeting or individual named proxy(ies). Read and accept the General Terms & Conditions by clicking <<Next>>. Enter the required particulars of your proxy(ies). Indicate your voting instructions – "FOR" or "AGAINST", otherwise your proxy will decide your vote. Click <<Apply>>. Download or print the eProxy form as acknowledgement.



ADMINISTRATIVE GUIDE FOR FORTY-SIXTH ANNUAL GENERAL MEETING (Cont'd)

REMOTE PARTICIPATION AND E-VOTING (Cont'd)

Before the day of the AGM (Cont'd)	
Step	Action
2.	<p>Submit Request for Remote Participation User ID and Password (Cont'd)</p> <p><i>Note for Corporate Shareholders: if you wish to appoint more than one (1) companies, kindly click the home button and select <<Edit Profile>> in order to add company name.</i></p> <p>Corporate Shareholders (via email)</p> <ol style="list-style-type: none"> To submit the request, Corporate Shareholders need to deposit the original hardcopy to Boardroom and write in to bsr.helpdesk@boardroomlimited.com by providing softcopy of the Certificate of Appointment of Corporate Representative or Form(s) of Proxy, the name of shareholder and CDS Account Number. Please provide a copy of Corporate Representative's MyKad (Front and Back) or Passport as well as his/her email address. <p>Authorised Nominee and Exempt Authorised Nominee</p> <p>Via Boardroom Smart Investor Portal</p> <ol style="list-style-type: none"> Login to https://investor.boardroomlimited.com/ using your user ID and password from Step 1 above. Select <<PERUSAHAAN SADUR TIMAH MALAYSIA (PERSTIMA) BERHAD FORTY-SIXTH (46TH) ANNUAL GENERAL MEETING>> from the list of Meeting Event(s) and click <<Enter>>. Click on <<Submit eProxy Form>>. Select the company you would like to represent (if more than one). Proceed to download the file format for "Submission of Proxy Form" from Boardroom Smart Investor Portal. Prepare the file for the appointment of proxies by inserting the required data. Proceed to upload the duly completed proxy appointment file. Review and confirm your proxy appointment and click <<Submit>>. Download or print the eProxy form as acknowledgement. <p><i>Note: if you wish to appoint more than one (1) company, kindly click the home button and select <<Edit Profile>> in order to add company name.</i></p> <p>Via email</p> <ol style="list-style-type: none"> To submit the request, Authorised Nominee and Exempt Authorised Nominee need to deposit the original hardcopy Form of Proxy to Boardroom and write in to bsr.helpdesk@boardroomlimited.com by providing softcopy of the Form(s) of Proxy, the name of shareholders and CDS Account Number. Please provide a copy of the proxy holder's MyKad (front and back) or Passport in JPEG, PNG or PDF format as well as his/her email address. <p>Email Notification</p> <ul style="list-style-type: none"> ✓ You will receive notification(s) from Boardroom that your request(s) has/have been received and is/are being verified. ✓ Upon system verification against the General Meeting Record of Depositories as at 21 August 2024, you will receive an email from Boardroom either approving or rejecting your registration for remote participation. ✓ You will also receive your remote access user ID and password along with the email from Boardroom if your registration is approved. ✓ Please note that the closing time to submit your request for remote participation User ID and Password is on Monday, 26 August 2024 at 3:00 p.m. (48 hours before the commencement of the AGM).

ADMINISTRATIVE GUIDE FOR FORTY-SIXTH ANNUAL GENERAL MEETING (Cont'd)

REMOTE PARTICIPATION AND E-VOTING (Cont'd)

On the day of the AGM (28 August 2024)		
Step		Action
3.	Login to Virtual Meeting Portal	<p><i>[Please note that the quality of the connectivity to Virtual Meeting Portal for live web cast as well as for remote online voting is highly dependent on the bandwidth and the stability of the internet connectivity available at the location of the remote users.]</i></p> <ol style="list-style-type: none"> The Virtual Meeting Portal will be opened for login at 2:00 p.m., i.e. an hour (1 hour) before the commencement of AGM on Wednesday, 28 August 2024 at 3:00 p.m. Follow the steps given to you in the email along with your remote access user ID and password to login to the Virtual Meeting Portal.
4.	Participate through Live	<p><i>[Note: Questions submitted online will be moderated before being sent to the Chairman to avoid repetition.]</i></p> <ol style="list-style-type: none"> If you would like to view the live webcast, select the broadcast  icon. If you would like to ask a question during the AGM, select the messaging icon . Type your message within the chat box, once completed click the send button.
5.	Online Remote Voting	<ol style="list-style-type: none"> Once voting has been opened, the polling page will appear with the resolutions and your voting choices on your screen until the Chairman declares the end of the voting session. To vote, select your voting direction from the options provided. A confirmation message will appear to indicate that your vote has been received. To change your vote, re-select your voting preference. If you wish to cancel your vote, please click <<Cancel>>.
6.	End of Remote Participation	<ol style="list-style-type: none"> Upon the announcement by the Chairman on the closure of the AGM, the live webcast will end. You can now logout from Virtual Meeting Portal.

NO VOUCHERS/DOOR GIFTS

There will be **NO VOUCHER(S) OR ANY DOOR GIFT(S)** for shareholders/proxies who participate in the AGM.

PRE-MEETING SUBMISSION OF QUESTIONS TO THE BOARD OF DIRECTORS

In order to enhance the efficiency of the proceedings of the 46th AGM, the shareholders may submit questions to the Company by logging into the Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com/> not later than **26 August 2024 at 3:00 p.m.** (48 hours before the commencement of the AGM) or select the messaging icon in the online meeting platform of LUMI AGM to transmit questions via real time submission of typed text during live streaming of the 46th AGM. If time permits, the Chairman and the Board of Directors will endeavour their best to respond to the questions submitted by the shareholders which are related to the resolutions to be tabled at the AGM. The shareholders are encouraged to submit questions before the 46th AGM as priority will be given to questions submitted before the AGM.

RECORDING OR PHOTOGRAPHY AT THE AGM

Strictly no recording or photography of the AGM proceedings is allowed.

ENQUIRY

If you have any enquiries prior to the AGM, please contact the following during office hours on Mondays to Fridays (except on public holidays):-

Boardroom Share Registrars Sdn. Bhd.

General Line : 603-7890 4700
Fax No. : 603-7890 4670
Email : bsr.helpdesk@boardroomlimited.com

Perusahaan Sadur Timah Malaysia (Perstima) Berhad

General Line : 607-298 1200
Email : rahizan@perstima.com.my
garyoh@perstima.com.my

PERSONAL DATA POLICY

By registering for the remote participation and electronic voting meeting and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the member of the Company has consented to the use of such data for purposes of processing and administration by the Company (or its agents); and to comply with any laws, listing rules, regulations and/or guidelines. The member agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of warranty.