

**REVISED ADMINISTRATIVE DETAILS FOR THE SECOND ANNUAL GENERAL MEETING**

**1. REMOTE PARTICIPATION AND VOTING FACILITIES (“RPV”)**

Members are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, “participate”) remotely at the Second Annual General Meeting (“2<sup>nd</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 the Procedure for RPV.

Only members whose names appear in the **Record of Depositors as at 4 June 2021** shall be entitled to participate and vote remotely at the 2<sup>nd</sup> AGM or appoint proxy to participate and vote on his/her behalf.

As the 2<sup>nd</sup> AGM is a fully virtual AGM, members who are unable to participate in this AGM may appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the proxy form.

**2. PROCEDURE FOR RPV**

Members/ proxies/ corporate representatives/ attorneys who wish to participate the 2<sup>nd</sup> AGM remotely using the RPV are to follow the requirements and procedures as summarised below: -

	<b>Procedure</b>	<b>Action</b>
<b>BEFORE THE 2<sup>nd</sup> AGM DAY</b>		
(a)	Register as a user with TIIH Online	<ul style="list-style-type: none"> <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”. Refer to the tutorial guide posted on the homepage for assistance.</li> <li>Registration as a user will be approved within one (1) working day and you will be notified via e-mail.</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 is open from Friday, 28 May 2021 until the day of 2<sup>nd</sup> AGM, Tuesday, 15 June 2021.</b> Member(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the 2<sup>nd</sup> AGM to ascertain their eligibility to participate in the AGM using the RPV.</li> <li>Login with your user ID and password and select the corporate event: “<b>(REGISTRATION) JISHAN 2ND AGM 2021</b>”.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the</li> </ul>

		<p>Declaration.</p> <ul style="list-style-type: none"> <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 <b>4 June 2021</b>, the system will <b>send you an e-mail after 13 June 2021</b> to approve your registration for remote participation and the procedures to use the RPV are detailed therein. In the event your registration is not approved, you will also be notified via email.</li> </ul> <p><i>(Note: Please ensure to allow sufficient time required for the approval as a new user of TIIH Online as well as the registration for RPV in order that you can login to TIIH Online and participate the 2<sup>nd</sup> AGM remotely).</i></p>
<b>ON THE DAY OF THE 2<sup>nd</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 2<sup>nd</sup> AGM at any time from <b>1.30 p.m.</b> i.e. 1 hour before the commencement of the 2<sup>nd</sup> AGM on <b>Tuesday, 15 June 2021 at 2.30 p.m.</b></li> </ul>
(d)	Participate through Live Streaming	<ul style="list-style-type: none"> <li>• Select the corporate event: “<b>(LIVE STREAM MEETING) JISHAN 2ND AGM</b>” to engage in the proceedings of the 2<sup>nd</sup> AGM remotely.</li> <li>• If you have any question for the Chairperson/ Board, you may use the query box to transmit your question. The Chairperson/ Board will endeavor to respond to questions submitted by remote participants during the 2<sup>nd</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 <b>from 2.30 p.m. on Tuesday, 15 June 2021</b> until a time when the Chairperson announces the completion of the voting session of the 2<sup>nd</sup> AGM.</li> <li>• Select the corporate event: “<b>(REMOTE VOTING) JISHAN 2ND AGM 2021</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 Chairperson on the closure of the 2<sup>nd</sup> AGM, the live streaming will end.</li> </ul>

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

1. Should your application to join the meeting 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.
2. 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.
3. In the event you encounter any issues with logging-in, connection to the live streamed meeting or online voting, 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.

### 3. APPOINTMENT OF PROXY/CORPORATE REPRESENTATIVE/ATTORNEY

Members who appoint proxy/proxies to participate in the 2<sup>nd</sup> AGM via RPV must ensure that the duly executed proxy forms are deposited in a hard copy form at Tricor's office at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, 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 not later than **Sunday, 13 June 2021 at 2.30 p.m.**

Corporate representatives of corporate members must deposit their **ORIGINAL/DULY CERTIFIED** certificate of appointment of corporate representative at Tricor's office at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, 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 not later than **Sunday, 13 June 2021 at 2.30 p.m.** to participate via RPV in the 2<sup>nd</sup> AGM.

Attorneys appointed by power of attorney are to deposit their **original or duly certified** power of attorney at Tricor's office at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, 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 not later than **Sunday, 13 June 2021 at 2.30 p.m.** to participate via RPV in the 2<sup>nd</sup> AGM.

**A member who has appointed a proxy or attorney or authorised representative to attend, participate, speak and vote at this 2<sup>nd</sup> AGM via RPV must request his/her proxy or attorney or authorised representative to register himself/herself for RPV at TIIH Online website at <https://tiih.online>**

### 4. POLL VOTING

The voting at the 2<sup>nd</sup> AGM will be conducted by poll. The Company has appointed Tricor as Poll Administrator to conduct the poll by way of electronic voting (e-voting).

Members/proxies/corporate representatives/attorneys can proceed to vote on the resolutions at any time **from 2.30 p.m. on Tuesday, 15 June 2021** until a time before the end of voting session which will be announced by the Chairman of the meeting. Kindly refer to item (2)(e) of the above Procedure 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 2<sup>nd</sup> AGM, the Poll Administrator will verify the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

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

Members may submit questions for the Board in advance of the 2<sup>nd</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 **Sunday, 13 June 2021 at 2.30 p.m.** The Board will endeavour to answer the questions received at the 2<sup>nd</sup> AGM.

## 6. NO DOOR GIFT/FOOD VOUCHER

There will be **NO** door gifts or food vouchers for attending the 2<sup>nd</sup> AGM.

## 7. NO RECORDING OR PHOTOGRAPHY

Unauthorised recording and photography are **STRICTLY PROHIBITED** at the 2<sup>nd</sup> AGM.

## 8. ENQUIRY

If you have any enquiries on the above, please contact the following persons 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)

Contact Persons Mr. Jake Too : +603-2783 9285 / Email : [Chee.Onn.Too@my.tricorglobal.com](mailto:Chee.Onn.Too@my.tricorglobal.com)

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