

# Announcement

## GENERAL MEETINGS: Notice of Meeting

### PARAGON UNION BERHAD

Type of Meeting	Extraordinary
Indicator	Notice of Meeting
Description	PARAGON UNION BERHAD ("PUB" OR THE "COMPANY")  (I) PROPOSED DIVERSIFICATION; (II) PROPOSED NEW SHAREHOLDERS' MANDATE; (III) PROPOSED LTIS; AND (IV) PROPOSED ALLOCATIONS
Date of Meeting	06 Jan 2023
Time	11:30 AM
Venue(s)	Broadcast Venue at Board Room, Lot 14, Jalan CJ 1/1,  Kawasan Perindustrian Cheras Jaya, Batu 11,  43200 Cheras, Selangor Darul Ehsan  Malaysia
Date of General Meeting Record of Depositors	28 Dec 2022

## Resolutions

### 1. ORDINARY RESOLUTION 1

Description	PROPOSED DIVERSIFICATION OF THE EXISTING CORE BUSINESS OF PARAGON UNION BERHAD AND ITS SUBSIDIARIES TO INCLUDE RECYCLING BUSINESSES ("PROPOSED DIVERSIFICATION")
Shareholder's Action	For Voting

### 2. ORDINARY RESOLUTION 2

Description	PROPOSED NEW SHAREHOLDERS' MANDATE FOR RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE ("PROPOSED NEW SHAREHOLDERS' MANDATE")
Shareholder's Action	For Voting

### 3. ORDINARY RESOLUTION 3

Description	PROPOSED ESTABLISHMENT OF A LONG-TERM INCENTIVE SCHEME ("SCHEME") OF UP TO 15% OF THE TOTAL NUMBER OF ISSUED SHARES (EXCLUDING TREASURY SHARES, IF ANY) AT ANY POINT IN TIME DURING THE DURATION OF THE SCHEME, COMPRISING A SHARE OPTION SCHEME ("PROPOSED SHARE OPTION SCHEME") AND A SHARE GRANT SCHEME ("PROPOSED SHARE GRANT SCHEME"), FOR ELIGIBLE EMPLOYEES, EXECUTIVE DIRECTORS AND NON-EXECUTIVE DIRECTORS OF PUB AND ITS NON-DORMANT SUBSIDIARIES ("PROPOSED LTIS")
Shareholder's Action	For Voting

### 4. ORDINARY RESOLUTION 4

Description	PROPOSED ALLOCATION OF SHARE OPTIONS AND/ OR AWARD OF PUB SHARES TO KOON HOI CHUN
Shareholder's Action	For Voting

### 5. ORDINARY RESOLUTION 5

Description	PROPOSED ALLOCATION OF SHARE OPTIONS AND/ OR AWARD OF PUB SHARES TO WONG EE-COLN
Shareholder's Action	For Voting

### 6. ORDINARY RESOLUTION 6

Description	PROPOSED ALLOCATION OF SHARE OPTIONS AND/ OR AWARD OF PUB SHARES TO CHAN WENG FUI
Shareholder's Action	For Voting

### 7. ORDINARY RESOLUTION 7

Description	PROPOSED ALLOCATION OF SHARE OPTIONS AND/ OR AWARD OF PUB SHARES TO TAN VEI TECK
Shareholder's Action	For Voting

### 8. ORDINARY RESOLUTION 8

Description	PROPOSED ALLOCATION OF SHARE OPTIONS AND/ OR AWARD OF PUB SHARES TO TONG SIUT MOI
Shareholder's Action	For Voting

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## Announcement Info

Company Name	PARAGON UNION BERHAD
Stock Name	PARAGON
Date Announced	19 Dec 2022
Category	General Meeting
Reference Number	GMA-15122022-00007
Corporate Action ID	MY221215MEET0006



# PARAGON UNION BERHAD

(Registration No. 199401000779 (286457-V))  
(Incorporated in Malaysia)

## NOTICE OF EXTRAORDINARY GENERAL MEETING

**NOTICE IS HEREBY GIVEN THAT** the Extraordinary General Meeting (“EGM”) of Paragon Union Berhad (“PUB” or the “Company”) will be held as a virtual meeting at the Broadcast Venue at Board Room, Lot 14, Jalan CJ 1/1, Kawasan Perindustrian Cheras Jaya, Batu 11, 43200 Cheras, Selangor Darul Ehsan, entirely through live streaming and online remote voting using Remote Participation and Voting (“RPV”) facilities via Cloud AGM Platform operated by ARB WeMeet Sdn Bhd at <https://member.arbweemeet.com> (Domain registration numbers with MYNIC: D1A457700) on Friday, 6 January 2023 at 11:30 a.m. or at any adjournment thereof, for the purpose of considering and if thought fit, passing with or without modification the following resolutions as set out in this Notice.

### ORDINARY RESOLUTION 1:

#### PROPOSED DIVERSIFICATION OF THE EXISTING CORE BUSINESS OF PARAGON UNION BERHAD AND ITS SUBSIDIARIES TO INCLUDE RECYCLING BUSINESSES (“PROPOSED DIVERSIFICATION”)

“THAT, subject to the provisions of the Constitution of PUB and its subsidiaries (“PUB Group”), the Main Market Listing Requirements of Bursa Malaysia Securities Berhad (“Bursa Securities”) (“Listing Requirements”) and the approvals of all authorities (if required), approval be and is hereby granted to PUB Group to diversify the existing businesses of PUB Group to include recycling related businesses;

**AND THAT** the Board of Directors of the Company (“Board”) be and is hereby authorised to do all acts, deeds and things as may be required to give full effect to the Proposed Diversification with full powers to assent to any conditions, modifications, variations, and/or amendments in any manner as may be required or imposed by any relevant authorities and to take all such steps and do all acts and things as the Board may deem fit or expedient to implement, finalise and give full effect to the Proposed Diversification.”

### ORDINARY RESOLUTION 2:

#### PROPOSED NEW SHAREHOLDERS’ MANDATE FOR RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING NATURE (“PROPOSED NEW SHAREHOLDERS’ MANDATE”)

“THAT subject to and conditional upon the passing of Ordinary Resolution 1, approval be and is hereby given to PUB Group, to enter and give effect to the recurrent related party transactions of a revenue or trading nature (hereinafter to be referred to as “Recurrent Transactions”) with related parties as set out in Section 2.3 of Part B of the circular to shareholders of the Company dated 20 December 2022 (“Circular”) which are necessary for the Company’s day-to-day operations subject further to the following:

- (i) the Recurrent Transactions contemplated are in the ordinary course of business and are carried out on an arm’s length basis on normal commercial terms of PUB Group on terms not more favourable to related parties than those generally available to the public and are not, in the Company’s opinion, detrimental to the minority shareholders of the Company;
- (ii) the Proposed New Shareholders’ Mandate is subject to annual renewal and any authority conferred by the Proposed New Shareholders’ Mandate shall only continue to be in force until:
  - (a) the conclusion of the next Annual General Meeting (“AGM”) of the Company following the forthcoming EGM of the Company at which the Proposed New Shareholders’ Mandate is approved, at which time it will lapse unless by a resolution passed at the general meeting the mandate is again renewed;
  - (b) the expiration of the period within which the next AGM of the Company is required by law 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
  - (c) it is revoked or varied by resolution passed by the shareholders in general meeting,

whichever is earlier.

**AND THAT** the Board be and is hereby authorised to do all acts and things to give full effect to the Recurrent Transactions contemplated and/or authorised by this resolution, as the Board, in its absolute discretion, deems fit.”

### ORDINARY RESOLUTION 3:

#### PROPOSED ESTABLISHMENT OF A LONG-TERM INCENTIVE SCHEME (“SCHEME”) OF UP TO 15% OF THE TOTAL NUMBER OF ISSUED SHARES (EXCLUDING TREASURY SHARES, IF ANY) AT ANY POINT IN TIME DURING THE DURATION OF THE SCHEME, COMPRISING A SHARE OPTION SCHEME (“PROPOSED SHARE OPTION SCHEME”) AND A SHARE GRANT SCHEME (“PROPOSED SHARE GRANT SCHEME”), FOR ELIGIBLE EMPLOYEES, EXECUTIVE DIRECTORS AND NON-EXECUTIVE DIRECTORS OF PUB AND ITS NON-DORMANT SUBSIDIARIES (“PROPOSED LTIS”)

“THAT, subject to the approvals of all relevant regulatory authorities being obtained (where applicable), and to the extent permitted by law and the Constitution of the Company, the Board be and is hereby authorised and empowered to:

- (i) establish, implement and administer the Proposed LTIS of up to 15% of the total number of issued Shares (excluding treasury shares, if any) of the Company at any point in time during the duration of the Scheme for the eligible employees, executive directors and non-executive directors of PUB and its non-dormant subsidiaries (“PUB Group” or “Group”) who fulfil the eligibility criteria for participation in the Scheme as set out in the By-Laws governing the Scheme (“By-Laws”) (“Eligible Person(s)”), a draft of which is set out in Appendix I of Part C of the Circular, and to give full effect to the Scheme with full power to assent to any conditions, variations, modifications and/or amendments as may be required by the relevant authorities;
- (ii) make the necessary applications to Bursa Securities and do all the things necessary at the appropriate time or times for the listing and quotation of the new ordinary shares in the Company (“Shares” or “PUB Shares”) which may from time to time be allotted and issued pursuant to the Scheme;
- (iii) allot and issue and/or procure from time to time such number of new Shares as may be required to be issued pursuant to the exercise of the share options pursuant to the Proposed Share Option Scheme (“Share Options”) and/or vesting of the share grant pursuant to the Proposed Share Grant Scheme (“Share Awards”) under the Proposed LTIS provided that the aggregate number of new Shares to be offered under the Proposed LTIS shall not exceed in aggregate of 15% of the total number of issued shares of the Company (excluding treasury shares, if any) at any time during the duration of the Scheme;
- (iv) new Shares to be issued arising from the Proposed LTIS, shall upon allotment and issuance, carry the same rights with the then existing PUB Shares. However, such new Shares will not be entitled to any dividends, rights, allotment and/or any other distributions which may be declared, made or paid to the Company’s shareholders unless such new Shares were allotted and issued on or before the entitlement date of such rights, allotments and/or other distributions. The new PUB Shares to be issued arising from the Proposed LTIS will be subject to the provisions of the Company’s Constitution relating to transfer, transmission or otherwise of the Shares including the rights of the holder of the Shares on the winding up of the Company;
- (v) add, delete, modify and/or amend all or any part of the terms and conditions as set out in the By-Laws governing the Proposed LTIS from time to time as may be required or permitted by the authorities or deemed necessary by the authorities or the Board or any committee of the Proposed LTIS established or appointed by it provided that such modifications and/or amendments are effected and permitted in accordance with the provisions of the By-Laws relating to modifications and/or amendments and to do all such acts, deeds and things and to enter into all such transactions, arrangements and agreements as may be necessary or expedient in order to give full effect to such modifications and/or amendments of the Scheme;
- (vi) extend the duration of the Scheme, provided always that such extension of the Scheme made pursuant to the By-Laws shall not in aggregate exceed a duration of 10 years from the date on which the Scheme shall take effect following full compliance of all relevant requirements or such longer period as may be permitted by Bursa Securities or any other relevant regulatory authorities from time to time without having to obtain any further sanction, approval, consent or authorisation of the shareholders of the Company in a general meeting; and
- (vii) do all such acts and things, to execute all such documents and to enter into all such transactions, arrangements and agreements, deeds or undertakings and to make such rules or regulations, or impose such terms and conditions or delegate its power as may be necessary or expedient in order to give full effect to the Proposed LTIS and terms of the By-Laws;

**THAT** the By-Laws of the Scheme, a draft of which is set out in Appendix I of Part C of the Circular, be and is hereby approved and adopted;

**THAT** the Board be and is hereby authorised to give effect to the Proposed LTIS with full powers to consent to and to adopt and implement such conditions, modifications, variations and/or amendments as may be required by the relevant regulatory authorities and to take all such steps and do all acts and things as the Board may deem fit or necessary at its absolute discretion;

**AND THAT** the existing shareholders of the Company waive their pre-emptive right pursuant to Section 85(1) of the Act and Clause 54 of the Constitution of the Company to be offered the PUB Shares to be allotted and issued under the Proposed LTIS which rank equally with the existing issued shares in the Company.”

Refer to Explanatory Note below.

### ORDINARY RESOLUTIONS 4 TO 8:

#### PROPOSED ALLOCATIONS OF SHARE OPTIONS AND/ OR AWARD OF PUB SHARES TO THE DIRECTORS OF PUB UNDER THE PROPOSED LTIS (“PROPOSED ALLOCATIONS”)

“THAT, subject to the passing of Ordinary Resolution 3 and the approvals of all relevant regulatory authorities (where required) having been obtained, approval be and is hereby given to the Board to authorise the committee appointed and authorised by the Board from time to time to administer the Scheme (“LTIS Committee”) in accordance with the By-Laws, to offer and grant, from time to time throughout the duration of the Scheme, such number of Shares in the Company which will be vested to the Directors at a future date and to allot and issue such number of options, Shares and/ or the equivalent cash value or combinations thereof comprised in the Proposed LTIS granted to the following Directors from time to time:

- |   |                       |
|---|-----------------------|
| (i) Koon Hoi Chun, Executive Chairman                   | Ordinary Resolution 4 |
| (ii) Wong Ee-Coln, Managing Director                    | Ordinary Resolution 5 |
| (iii) Chan Weng Fui, Independent Non-Executive Director | Ordinary Resolution 6 |
| (iv) Tan Vei Teck, Independent Non-Executive Director   | Ordinary Resolution 7 |
| (v) Tong Siut Moi, Independent Non-Executive Director   | Ordinary Resolution 8 |

PROVIDED ALWAYS THAT:

- (i) he/ she must not participate in the deliberation or discussion of his/ her own allocation to be issued under the Proposed LTIS;
- (ii) not more than 10% of the total number of PUB Shares to be issued under the Proposed LTIS shall be allocated to him/ her, if he/ she, either singly or collectively through persons connected to him, holds 20% or more of the total number of issued PUB Shares (excluding treasury shares, if any);
- (iii) not more than 70% of the total number of Shares to be issued under the Scheme shall be allocated, in aggregate, to the Directors and senior management of the Group (excluding dormant subsidiaries) who are Eligible Persons (where “senior management” shall be subject to any criteria as may be determined by the LTIS Committee from time to time);
- (iv) it is in accordance with the Listing Requirements or any prevailing guidelines issued by Bursa Securities or any other relevant authorities, as amended from time to time and subject always to such terms and conditions and/ or adjustments which may be made in accordance with the By-Laws; and
- (v) the Directors and senior management of the Group and members of the LTIS Committee who are Eligible Persons shall not participate in the deliberation or discussion of their respective allocations as well as to persons connected with them, if any.”

**AND THAT** subject always to such terms and conditions and/or any adjustments which may be made in accordance with the By-Laws, the Board be and is hereby authorised to take such steps as necessary or expedient to implement, finalise or to give full effect to the Proposed Allocations above with full power to assent to any terms, conditions, modifications, variations and/or amendments as may be imposed and/or permitted by the relevant authorities and to take all such steps and do all acts and things thought fit by the Board to be in the best interest of the Company; to execute, sign and deliver on behalf of the Company all such agreements, arrangements and documents as may be necessary to give full effect to, complete and implement the Proposed Allocations as above as well as to deal with all matters relating thereto and/or to do all such acts and things as the Board may deem fit and expedient in the best interest of the Company.”

By Order of the Board  
PARAGON UNION BERHAD

TAN TONG LANG (MAICSA 7045482)  
(SSM Practising Certificate No. 202208000250)

Selangor Darul Ehsan  
20 December 2022

### Explanatory Note

Section 85(1) of the Act provides that:

“Subject to the constitution, where a company issues shares which rank equally to existing shares as to voting or distribution rights, those shares shall first be offered to the holders of existing shares in a manner which would, if the offer were accepted, maintain the relative voting and distribution rights of those shareholders.”

Clause 54 of the Company’s Constitution states as follows:

“Subject to any direction to the contrary that may be given by the Company in general meeting, any new shares or other convertible securities from time to time to be created shall, before they are issued, be offered to such persons as at the date of the offer are entitled to receive notices from the Company of general meetings in proportion as nearly as the circumstances admit, to the amount of the existing shares or securities to which they are entitled. The offer shall be made by notice specifying the number of shares or securities offered and limiting a time within which the offer, if not accepted, will be deemed to be declined, and, after the expiration of that time, or on the receipt of an intimation from the person to whom the offer is made that he declines to accept the shares or securities offered, the Directors may dispose of those shares or securities in such manner as they think most beneficial to the Company. The Directors may in like manner dispose of any such new share or securities as aforesaid which by reason of the ratio borne by them to the number of shares or securities held by persons entitled to such offer of new shares or securities cannot, in the opinion of the Directors, be conveniently offered in the manner herein provided.”

**By approving the allotment and issuance of the PUB Shares in the Company pursuant to the Proposed LTIS which will rank equally with the existing issued shares in PUB, the shareholders of the Company are waiving their pre-emptive rights pursuant to Section 85(1) of the Act and Clause 54 of the Constitution to be first offered the PUB Shares which will result in a dilution to their shareholding percentage in the Company.**

### Notes :

1. A member of the Company entitled to attend and vote at the meeting is entitled to appoint a proxy(ies) to attend and vote on his(her) behalf.
2. A proxy may but need not be a member of the Company. A proxy appointed to attend and vote at a meeting of a Company shall have the same rights as the member to speak at the meeting.
3. A member may appoint more than one (1) proxy to attend the same meeting. Where a member appoints two (2) or more proxies, he/she shall specify the proportion of his(her) shareholdings to be represented by each proxy.
4. Where a member of the Company is an exempt authorised nominee which holds ordinary shares in the Company for multiple beneficial owners in the 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.
5. The Proxy Form shall be signed by the appointor or his(her) attorney duly authorised in writing or, if the member is a corporation, it must be executed under its common seal or by its duly authorised attorney or officers.
6. The instrument appointing a proxy must be deposited at the office of the Share Registrar of the Company situated at Level 5, Block B, Dataran PHB, Saujana Resort, Section U2, 40150 Shah Alam, Selangor Darul Ehsan, or email to [admin@aldpro.com.my](mailto:admin@aldpro.com.my) not less than twenty-four (24) hours before the time appointed for the taking of poll at the meeting or adjourned meeting.
7. In respect of deposited securities, only members whose names appear on the Record of Depositors on 28 December 2022 (General Meeting Record of Depositors) shall be eligible to attend, speak and vote at the meeting or appoint proxy(ies) to attend and/or vote on his(her) behalf.

### Voting by Poll

Pursuant to Paragraph 8.29A(1) of Listing Requirements, all resolutions set out in this Notice are to be voted by poll.



### **ADMINISTRATIVE GUIDE FOR SHAREHOLDERS**

<b>General Meeting</b>	: Extraordinary General Meeting (“EGM”)
<b>Day, Date and Time of Meeting</b>	: Friday, 6 January 2023 at 11:30 a.m.
<b>Online Meeting Platform</b>	: Cloud AGM Platform operated by ARB WeMeet Sdn Bhd at <a href="https://member.arbwemeet.com">https://member.arbwemeet.com</a> .
<b>Domain Registration Numbers with MYNIC</b>	: D1A457700

We continue to exercise prudence in this situation where the novel coronavirus 2019 (“COVID-19”) outbreak is still on-going and strictly complying to the decree of the Government of Malaysia (“Government”) and the Guidance Note and Frequently Asked Questions of the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia (“SC”) (“Guidance Note and FAQs”).

In line with the Government’s directive and the revised Guidance Note and FAQs on the Conduct of General Meetings for Listed Issuers issued by the SC on 16 July 2021 and subsequent revised letter dated 7 April 2022 (“SC Guidance”), the EGM of Paragon Union Berhad (“PUB” or the “Company”) will be held and conducted by way of virtual meeting at the Broadcast Venue at Board Room, Lot 14, Jalan CJ 1/1, Kawasan Perindustrian Cheras Jaya, Batu 11, 43200 Cheras, Selangor Darul Ehsan (“Broadcast Venue”) entirely through live streaming and online remote voting using Remote Participation and Voting (“RPV”) facilities via Cloud AGM Platform operated by ARB WeMeet Sdn Bhd at <https://member.arbwemeet.com> (Domain registration numbers with MYNIC: D1A457700). An online meeting platform used to conduct the meeting can be recognised as the meeting venue as required under Section 327(2) of the Companies Act 2016, provided that the online platform is located in Malaysia.

Kindly note that the quality of the live streaming is highly dependent on the bandwidth and stability of the internet connection of shareholders and proxies. Hence, you are to ensure that internet connectivity throughout the duration of the EGM is maintained.

#### **Entitlement to Participate and Vote Remotely**

Only shareholders whose names appear on the Record of Depositors of the Company (“ROD”) as at 28 December 2022 shall be eligible to participate and vote remotely in the EGM or appoint proxy(ies)/the Chairman of the EGM to participate and/or vote on his/her behalf.

#### **PROCEDURES TO PARTICIPATE IN CLOUD AGM PLATFORM**

Please follow the procedures to participate in Cloud AGM Platform as summarised on the next page:

★ BEFORE EGM DAY ★

<b>A: REGISTRATION</b>	
<b>Description</b>	<b>Procedure</b>
<p>i. Shareholders to Register with ARB WeMeet</p> <p>➤ Individual Shareholders</p>	<p>a. Access website at <a href="https://member.arbwemeet.com">https://member.arbwemeet.com</a></p> <p>b. Select “<b>Sign Up Here</b>” to sign up as user.</p> <p>c. Read and indicate your acceptance of the ‘Terms &amp; Conditions’ and ‘Privacy Policy’ by clicking on a small box <input type="checkbox"/>. Then select “<b>Next</b>”.</p> <p>d. Fill-in your details –</p> <p>(i) ensure your email address is valid;</p> <p>(ii) create your own password; and</p> <p>(iii) add the CDS account, Then click “OK”.</p> <p>e. Registration as user completed.</p> <p>f. An email notification will be sent to you.</p> <p>g. Click the link in the email to verify account.</p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> <li>• If you have already signed up/registered as a user with ARB WeMeet previously, you are not required to register again.</li> <li>• In order to be able to view the event, shareholders must add the relevant CDS in the profile (from the Sign Up or in “My Profile” under settings).</li> </ul>

<b>B: REGISTRATION OF PROXY</b>	
<b>Description</b>	<b>Procedure</b>
<p>i. Submit Proxy Form (hard copy)</p> <p>➤ Individual Shareholders</p> <p>➤ Corporate Shareholders</p> <p>➤ Authorised Nominee</p> <p>➤ Exempt Authorised Nominee</p>	<p>The hard copy Proxy Form must be deposited with the Company’s Share Registrar office at Level 5, Block B, Dataran PHB, Saujana Resort, Section U2, 40150 Shah Alam, Selangor Darul Ehsan or email to <a href="mailto:admin@aldpro.com.my">admin@aldpro.com.my</a> not less than 24 hours (Thursday, 5 January 2023 at 11:30 a.m.) before the time appointed for the EGM or at any adjournment thereof.</p> <p>a. Fill-in the details on the hard copy Proxy Form by providing the following information:</p> <ul style="list-style-type: none"> <li>• Proxy(ies) &amp; Corporate Representative <ul style="list-style-type: none"> <li>○ Name</li> <li>○ Number of MyKAD for Malaysian or passport for non-Malaysian</li> <li>○ Address, contact number and email address – ensure email address is valid</li> </ul> </li> </ul> <p>b. Corporate Representative only – deposit the hard copy of Proxy Form together with the following document to the Company’s Share Registrar office at Level 5, Block B, Dataran PHB, Saujana Resort, Section U2, 40150 Shah Alam, Selangor Darul Ehsan or email to <a href="mailto:admin@aldpro.com.my">admin@aldpro.com.my</a>:</p> <ul style="list-style-type: none"> <li>• A copy of Certificate of Appointment as corporate representative</li> <li>• Photocopy MyKAD/ Passport of Corporate Representative.</li> </ul> <p>c. Individual shareholders’ authorised nominee and exempt authorised nominee – deposit the hard copy of the Proxy Form to the Company’s Share Registrar at Level 5, Block B, Dataran PHB, Saujana Resort, Section U2, 40150 Shah Alam, Selangor Darul Ehsan or email to <a href="mailto:admin@aldpro.com.my">admin@aldpro.com.my</a>.</p> <p>d. Submitted Proxy Form will be verified.</p> <p>e. After verification, proxy(ies) and corporate representative will receive email notification.</p>

**B: REGISTRATION OF PROXY**

<u>Description</u>	<u>Procedure</u>
	<p>f. Please refer to the steps stated in the email notification given to participants for their participations in the meeting.</p> <p>g. Please click the “WeMeet” button in the notification email and you will be directed to the login page at <a href="https://member.arbwemeet.com">https://member.arbwemeet.com</a>.</p> <p>h. You may login with your email and you will be prompted to change password.</p>

**★ ON EGM DAY ★**

1. Log in to <https://member.arbwemeet.com> with your registered email address and password.
2. The Cloud AGM Platform will be opened for log in one (1) hour before the commencement of the EGM you are attending at <https://member.arbwemeet.com> at 11:30 a.m..
3. When you are logged in, select the general meeting event you are attending. On the main page, you are able to access the following:

<u>Description</u>	<u>Procedures</u>
i. Watch Live	<p>a. Click on the “Watch Live” button to view the virtual event live.</p> <p>b. Once in Zoom Webinar, Shareholder is required to key in the Full Name as per NRIC / Passport.</p> <p><i>Note:</i> Company reserve the rights to approve or deny shareholder's participation if the name is not as per NRIC / Passport.</p>
ii. Ask Question (real-time)	<p>a. Select “<b>Ask Question</b>” button to pose a question.</p> <p>b. Type in your question and select “<b>Submit</b>”.</p> <p><i>Note:</i> The Chairman of the EGM/ Board of Directors will endeavour to respond to questions submitted by remote shareholders and proxies and corporate representatives during the EGM.</p>
iii. Online Remote Voting	<p>a. On the main page, scroll down and select “<b>Select CDS Account &amp; Vote Now</b>”.</p> <p>b. To vote, select your voting choice from the options provided. A confirmation screen will appear to show your selected vote. Select “<b>Next</b>” to continue voting for all resolutions.</p> <p>c. After you have completed voting, a Voting Summary page appears to show all the resolutions with your voting choices. Select “<b>Finish Voting</b>” to submit your vote.</p> <p><i>Note:</i> Once you have confirmed and submitted your votes, you are able to change your voting choices in “<b>View My Vote</b>” before the event ends.</p>
iv. View Voting Results	<p>a. On the event details page, scroll down and select “<b>View My Vote</b>”.</p>
v. End of Cloud AGM Platform	<p>a. Upon the announcement by the Chairman of the EGM on the closure of the EGM, the live streaming will end.</p> <p>b. You may log out from <a href="https://member.arbwemeet.com">https://member.arbwemeet.com</a>.</p>

## **ADDITIONAL INFORMATION**

### **Voting Procedure**

Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at a general meeting will be conducted by poll. The Company has appointed ARB WeMeet Sdn Bhd as the Poll Administrator to conduct the polling process and CSC Securities Services Sdn. Bhd. as the independent scrutineers to verify the results of the poll.

### **No e-Voucher, Gift and Food Voucher**

There will be no e-Voucher, gift and food voucher for shareholders, proxies and corporate representatives who participate in the EGM.

### **Enquiry**

- a. For enquiries relating to the EGM, please contact the Share Registrar during office hours (9:00 a.m. to 5:00 p.m.) on Monday to Friday (except public holidays) as follows:

Email : admin@aldpro.com.my  
General Line : +603-7890 0638

- b. For enquiries relating to Cloud AGM Platform or issues encountered during registration, log in, connecting to the live streaming and online voting facilities, please contact ARB WeMeet helpdesk during office hours (9:00 a.m. to 5:00 p.m.) on Monday to Friday (except public holidays) as follows:

Email : supportsales@arbberhad.com