



EUPE CORPORATION BERHAD
Registration No.: 199601005416 (377762-V)
(Incorporated in Malaysia)

**ADMINISTRATIVE NOTES
FOR THE 27th ANNUAL GENERAL MEETING (“27th AGM”)**

Date : **Thursday, 24 August, 2023**
Time : **11.00 a.m.**
Broadcast Venue : **5th Floor, Wisma Ria, Taman Ria, 08000 Sungai Petani, Kedah Darul Aman**

Voting via Digital Ballot Form at a Virtual 27th AGM

- Shareholders will not be allowed to attend the 27th AGM in person at the Broadcast Venue on the day of the meeting.** Shareholders who wish to participate at the 27th AGM will therefore have to do so remotely. Pre-registration of attendance is required via the link at <https://vps.megacorp.com.my/rPE1VL> (please refer to para 4 for further details). After the registration is validated and accepted, Shareholders will receive an email with a link to grant access to the **Digital Ballot Form (“DBF”)** and the **Meeting Link**.
- With the DBF and the Meeting Link, you may exercise your right as a shareholder of the Company to participate (including to pose questions to the Board/Management of the Company) and vote during the 27th AGM, at the comfort of your home or from any location.
- Shareholders may use the *Questions’ Pane* facility (located at the top right corner of the screen) to submit questions in real time during the meeting via the Live-Streaming solution. Shareholders may also submit questions before the meeting via email to the following e-mail address in relation to the agenda items for the 27th AGM:
AGM-support.EUPE@megacorp.com.my

Registration Procedure

- Kindly follow the steps below to ensure that you are able to obtain your DBF and details to log in to the Live-Streaming session to participate remotely and vote online during the 27th AGM:
 - Open the link <https://vps.megacorp.com.my/rPE1VL> or scan the QR code at the top right corner of this document, and submit all requisite details at least forty-eight (48) hours before the time appointed for holding the 27th AGM.

- b. Only Shareholders are allowed to register their details online. Shareholders can also appoint proxies or Chairman of the meeting as proxy via online, as in step (a) above. Please ensure that your details are accurate as non-compliance would result in you not being able to participate in the 27th AGM.
- c. Alternatively, you may deposit your Proxy Form in a hard copy form or by electronic means via email, duly completed with the proxy's email address and mobile phone number, at the office of the Share Registrar (Poll Administrator) as detailed below, not less than forty-eight (48) hours before the time appointed for holding the 27th AGM:
Mega Corporate Services Sdn. Bhd.
Level 15-2, Bangunan Faber Imperial Court, Jalan Sultan Ismail, 50250 Kuala Lumpur, Wilayah Persekutuan or;
Submit via e-mail to:
AGM-support.EUPE@megacorp.com.my
- d. For corporate Shareholders / nominee accounts, please execute and submit Proxy Form as per step (c) above.
- e. Upon verification on your registration, the Poll Administrator, Mega Corporate Services Sdn. Bhd., will send you the following via email:
 - i. **Meeting Link** – to join the virtual meeting
 - ii. **DBF** – for remote voting purposes

Record of Depositors (“ROD”) for the 27th AGM

- 5. The date of ROD for the 27th AGM is Tuesday, 15 August, 2023. As such, only Shareholders whose names appear in the ROD as of 15 August 2023 shall be entitled to participate, speak and vote at the 27th AGM or appoint proxy(ies) / corporate representative(s) to participate, speak and vote on his / her behalf.

Poll Voting

- 6. The voting of the 27th AGM will be conducted by poll. The Company has appointed Mega Corporate Services Sdn. Bhd. as the Poll Administrator to conduct the polling process by way of online voting, and Cygnus Technology Solutions Sdn. Bhd. as Scrutineers to verify the poll results.
- 7. Shareholders can proceed to vote on the resolutions and submit your votes during the voting period as stipulated in the DBF. Upon completion of the voting session for the 27th AGM, the Scrutineers will verify the poll results after which the Chairman will announce the poll results of the resolutions.

Enquiry

If you have any enquiries on the above, please contact the following during office hours (Monday to Friday):

Mega Corporate Services Sdn. Bhd.

Email : AGM-support.EUPE@megacorp.com.my

Tel : +60 (3) 2694 8984

Alfred : +60 (12) 912 2734

Hisham : +60 (12) 252 9136