



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

**ADMINISTRATIVE NOTES
FOR THE EXTRAORDINARY GENERAL MEETING (“EGM”) OF
EUPE CORPORATION BERHAD (“EUPE” OR THE “COMPANY”)**

Day and Date: **Friday, 22 December, 2023**
Time: **11.00 a.m.**
Broadcast Venue: **D-26-01, Menara Mitraland, No. 13A, Jalan PJU 5/1, Kota Damansara PJU5, 47810 Petaling Jaya, Selangor Darul Ehsan, Malaysia**

Voting via Digital Ballot Form (“DBF”) at the Virtual EGM

1. **Shareholders will not be allowed to attend the virtual EGM in person at the Broadcast Venue on the day of the meeting.** Shareholders who wish to attend, participate, speak (in the form of real time submission of typed texts) and vote at the EGM will therefore have to do so remotely. Pre-registration of attendance is required via the link at <https://vps.megacorp.com.my/1zh08H> (please refer to paragraph 4 below for further details on the registration procedure). After the registration is validated and accepted, shareholders will receive an email with a link granting access to the DBF and the link to join the virtual EGM (“**Meeting Link**”).
2. With the DBF and the Meeting Link, you may exercise your right as a shareholder of the Company to attend, participate, speak (in the form of real time submission of typed texts to pose questions to the Board of Directors of the Company/Management of the Company) and vote during the EGM, at the comfort of your home or from any location.
3. 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 EGM:
EGM-support.EUPE@megacorp.com.my

Registration Procedure

4. 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 attend, participate, speak (in the form of real time submission of typed texts) and vote remotely during the EGM:
 - a. Open the link at <https://vps.megacorp.com.my/1zh08H> or scan the Quick Response (QR) code at the top right corner of this document, and submit all requisite details at least 48 hours before the time appointed for holding the EGM.

- b. Only shareholders are allowed to register their details online. Shareholders can also appoint proxies or the Chairman of the meeting as their proxy as per step (a) above. Please ensure that your details are accurate as non-compliance would result in you not being able to attend, participate, speak (in the form of real time submission of typed texts) and vote at the EGM.
- c. Alternatively, you may deposit your Proxy Form in 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 as detailed below, not less than 48 hours before the time appointed for holding the EGM:

Hard copy submission

Mega Corporate Services Sdn Bhd

Level 15-2, Bangunan Faber Imperial Court, Jalan Sultan Ismail, 50250 Kuala Lumpur, Malaysia; or

Submit via e-mail to:

EGM-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 of your registration, the Share Registrar, Mega Corporate Services Sdn Bhd, will send the following via email:
 - i. **Meeting Link** – to join the virtual meeting
 - ii. **DBF** – for remote voting purposes

Record of Depositors (“ROD”) for the EGM

- 5. The date of ROD for the EGM is Friday, 15 December 2023. As such, only shareholders whose names appear in the ROD as at 15 December 2023 shall be entitled to attend, participate, speak (in the form of real time submission of typed texts) and vote at the EGM or appoint proxy(ies)/corporate representative(s) to attend, participate, speak and vote on his/her behalf.

Poll Voting

- 6. The voting of the EGM 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 the 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 EGM, the Scrutineers will verify the poll results after which the Chairman of the meeting 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) from 9.00 a.m. to 5.30 p.m. (except public holidays):

Share Registrar

Mega Corporate Services Sdn Bhd

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

Tel : +60 (3) 2694 8984

Alfred : +60 (12) 912 2734

Hisham : +60 (12) 252 9136