



ANCOM BERHAD

[196901000122 (8440-M)]
(Incorporated in Malaysia)

**Extraordinary General Meeting (“EGM”)
– Administrative Guide for Shareholders**

Meeting Platform	:	https://tiih.online
Day and Date	:	Wednesday, 12 August 2020
Time	:	10.00 a.m.
Broadcast Venue	:	No. 2A, Jalan 13/2, Seksyen 13 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia
Mode of Communication (Submission of Questions)	:	Prior to the day of EGM: <ul style="list-style-type: none">• Via https://tiih.online by selecting “e-Services” On the day of EGM: <ul style="list-style-type: none">• Typed text in the Meeting Platform

A. MODE OF MEETING

The EGM will be conducted entirely through live streaming using remote participation and voting (“**RPV**”) facilities. Members are to participate, speak (via real time submission of typed texts only) and vote remotely using the RPV facilities provided by Tricor Investor & Issuing House Services Sdn Bhd via TIIH Online website at <https://tiih.online>.

The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which stipulates that the Chairman shall be present at the Broadcast Venue being the main venue of the EGM. Members will not be allowed to attend the EGM in person at the Broadcast Venue on the day of the meeting.

B. ENTITLEMENT TO PARTICIPATE

In respect of deposited securities, only members whose name appears in the Record of Depositors as at **5 August 2020** shall be entitled to participate, speak and vote at the EGM.

Members who wish to participate in the EGM, please refer to the following procedures for using RPV:

	Procedure	Action
Prior to the day of EGM		
1.	Register as a user with TIIH Online (For first time registration only)	Using your computer, access the website at https://tiih.online . Register as a user under the “ e-Services ”. Refer to the tutorial guide posted on the homepage for assistance. If you are already a user with TIIH Online, you are not required to register again. You will receive an email to notify you that the remote participation and voting is available for registration at TIIH Online.

	Procedure	Action
Prior to the day of EGM (Cont'd)		
2.	Submit your request	<ul style="list-style-type: none"> Registration is open from Thursday, 23 July 2020 until Monday, 10 August 2020 at 10.00 a.m. Login with your user ID and password and select the corporate event: "(REGISTRATION) ANCOM EGM". Read and agree to the Terms & Conditions and confirm the Declaration. Select "Register for Remote Participation and Voting". Review your registration and proceed to register. System will send an email to notify that your registration for remote participation and voting is received and will be verified. After verification of your registration against the Record of Depositors as at 5 August 2020, the system will send to you an email to approve or reject your registration for remote participation and voting.
On the day of the EGM (12 August 2020)		
3.	Login to TIIH Online	Login with your user ID and password for remote participation and voting at the EGM at any time from 9.30 a.m. i.e. 30 minutes before the commencement of the EGM on Wednesday, 12 August 2020 at 10.00 a.m.
4.	Participate through live streaming	<ul style="list-style-type: none"> Select the corporate event: "(LIVE STREAMING MEETING) ANCOM EGM" to engage in the proceedings of the EGM remotely. If you have any questions for the Chairman / Board of Directors, you may use the query box to transmit your question. The Chairman / Board of Directors will endeavour to respond to questions submitted by remote participants during the EGM.
5.	Online remote voting	<ul style="list-style-type: none"> Voting session commences from 10.00 a.m. on Wednesday, 12 August 2020 until a time when the Chairman announces the completion of the voting session of the EGM. Select the corporate event: "(REMOTE VOTING) ANCOM EGM". Read and agree to the Terms & Conditions and confirm the Declaration. Select the CDS account that represents your shareholdings. Indicate your vote for the resolution tabled for voting. Confirm and submit your vote.
6.	End of remote participation and voting	Upon the announcement to be made by the Chairman on the closure of the EGM, the live streaming will end.

Notes to RPV users:

- (i) Should your application to join the EGM be approved, the system 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 the EGM will indicate your presence at the virtual meeting.
- (ii) The quality of your connection to the live broadcast is dependent on the bandwidth and stability of the internet connection at your location and the device you use.
- (iii) 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 or e-mail to tiih.online@my.tricorglobal.com for assistance.

C. APPOINTMENT OF PROXY(IES)

The EGM will be conducted via virtual meeting. If you are unable to participate, speak and vote at the EGM via RPV on 12 August 2020, you may appoint proxy(ies) or the Chairman of the meeting as proxy and indicate the voting instructions in the Proxy Form.

You may submit your Proxy Form to Tricor Investor & Issuing House Services Sdn Bhd'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 at its Customer Service Counter at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, not less than forty-eight (48) hours before the time appointed for holding the EGM, otherwise the Proxy Form shall not be treated as valid.

You may also submit the Proxy Form electronically via **TIIH Online** website at <https://tiih.online> no later than Monday, 10 August 2020 at 10.00 a.m. Please do read and follow the procedures below to submit the Proxy Form electronically.

ELECTRONIC SUBMISSION OF PROXY FORM

The procedures to submit your Proxy Form electronically via **TIIH Online** website are summarised below:

	Procedure	Action
1.	Register as a user with TIIH Online (For first time registration only)	<ul style="list-style-type: none">Using your computer, access the website at https://tiih.online. Register as a user under the “e-Services”. Please refer to the tutorial guide posted on the homepage for assistance.If you are already a user with TIIH Online, you are not required to register again. You will receive an email to notify you that the remote participation and voting is available for registration at TIIH Online.
2.	Proceed with submission of Proxy Form	<ul style="list-style-type: none">After the release of the Notice of EGM, login with your user ID and password.Select the corporate event: “(SUBMISSION OF PROXY FORM)”.Read and agree to the Terms & Conditions and confirm the Declaration.Insert your CDS account number and indicate the number of shares for your proxy(ies) to vote on your behalf.Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint Chairman as your proxy.Indicate your voting instructions – FOR or AGAINST, otherwise your proxy(ies) will decide your vote.Review and confirm your proxy(ies) appointment.Print Proxy Form for your record.

Proxy(ies) to participate, speak and vote in the EGM via RPV must register himself/herself for RPV at TIIH Online website at <https://tiih.online>. Please refer to the procedures for using RPV stated in Section B above.

D. POLL VOTING

Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, the resolution set out in the Notice of EGM will be put to vote by poll.

Members can proceed to vote on the resolution at any time from the commencement of the EGM until the end of the voting session which will be announced by the Chairman of the Meeting. Upon completion of the voting session, the appointed Independent Scrutineer will verify the poll results followed by the Chairman’s announcement whether the resolution is duly passed.

E. ENQUIRIES

If you have any enquiries on the above, please contact our Share Registrar:

Tricor Investor & Issuing House Services Sdn Bhd

General Line : +603-2783 9299

Fax Number : +603-2783 9222

Email : is.enquiry@my.tricorglobal.com

Contact persons :

Encik Zulhafri Bin Abdul Rahman +603-2783 9289 (Zulhafri@my.tricorglobal.com)

Encik Ahmad Syafiq Bin Shahrudin +603-2783 9248 (Ahmad.Syafiq@my.tricorglobal.com)

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