



BARAKAH OFFSHORE PETROLEUM BERHAD  
Registration No.: 201201007022 (980542-H)  
(Incorporated in Malaysia)

**NOTIFICATION TO SHAREHOLDERS ON THE CHANGE OF MODE AND VENUE OF MEETING FOR THE EIGHTH ANNUAL GENERAL MEETING (“8TH AGM”) OF BARAKAH OFFSHORE PETROLEUM BERHAD (“BARAKAH” OR “THE COMPANY”)**

DEAR SHAREHOLDERS

We refer to the Notice of 8th Annual General Meeting (“8<sup>th</sup> AGM”) of our Company duly announced on 28 October 2020 (Ref: GMA-28102020-00001) (“Notice”). Please be informed that our Board of Directors has decided for the 8<sup>th</sup> AGM of our Company to be conducted via a fully virtual basis through live streaming from the Broadcast Venue (as set out below) and online remote voting on **22 December 2020 at 2.30 p.m.**, as scheduled:-

Broadcast Venue : Boardroom, Ground Floor  
No. 3, Jalan Teknologi  
Taman Sains Selangor 1  
Kota Damansara PJU 5  
47810 Petaling Jaya  
Selangor Darul Ehsan

Meeting Platform : <https://web.vote2u.app>

Other than the above changes, the agenda items as stated in the Notice remain unchanged. Hence, a revised Notice and Proxy Form will not be issued.

This is in line with the recent announcement made by the Government of Malaysia on 5 December 2020 on the further extension of the Conditional Movement Control Order (“CMCO”) in the Federal Territory of Kuala Lumpur, Sabah and Selangor from 7 December 2020 until 20 December 2020 to curb the spread of the COVID-19 infection in Malaysia.

Kindly note that the Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016, which requires the Chairman of the meeting to be present at the main venue of the 8<sup>th</sup> AGM. No shareholders, proxies, corporate/authorised representatives, or attorneys from the public should be physically present or will be admitted at the Broadcast Venue on the day of the 8<sup>th</sup> AGM.

Please refer to the Administrative Guide enclosed to this Notification for further details in relation to the registration process and remote participation of the fully virtual 8<sup>th</sup> AGM of our Company, a copy of the same has been published on our website at [www.barakahpetroleum.com](http://www.barakahpetroleum.com).

In view of the constant Corona Virus Disease 2019 (“COVID-19”) pandemic in Malaysia, we regret to inform you of the change of mode in convening the 8<sup>th</sup> AGM of our Company at such short notice, and we would like to thank you for your continuous support of our Company.

Yours faithfully  
The Board of Directors of  
BARAKAH OFFSHORE PETROLEUM BERHAD

Date: 9 December 2020



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**ADMINISTRATIVE GUIDE FOR SHAREHOLDERS**

**BARAKAH OFFSHORE PETROLEUM BERHAD**  
 8<sup>th</sup> Annual General Meeting

Date : 22<sup>nd</sup> December 2020  
 Time : 2.30 p.m.  
 Broadcast Venue : Boardroom, Barakah Offshore Petroleum Berhad  
 Meeting Platform : <https://web.vote2u.app>

In light of the coronavirus (COVID-19) outbreak, governmental decrees, and the encouragement of the Securities Commission Malaysia, as well as in the best interest of public health and the health and safety of our Board of Directors, employees and shareholders, the Annual General Meeting (“AGM”) will be held virtually and online remote voting using the Remote Participation and Voting Facilities (“RPV”).

We strongly encourage our shareholders whose names appear on the Record of Depositors as at 14<sup>th</sup> December 2020 and holders of proxy for those shareholders to participate in the virtual AGM and vote remotely at this AGM. In line with the Malaysian Code on Corporate Governance Practice 12.3, this virtual AGM will facilitate greater shareholder’s participation (including posting questions to the Board of Directors and/or Management of the Company) and vote at the AGM without being physically present at the venue. For shareholders who are unable to participate in this virtual AGM, you may appoint proxy(ies) or the Chairman of the Meeting as your proxy to attend and vote on your behalf at the AGM.

Kindly note that the quality of the live streaming is highly dependent on the bandwidth and stability of the internet connection of the participants (shareholders and proxies). Hence, you are to ensure that internet connectivity throughout the duration of the meeting is maintained while using RPV provided by Agmo Digital Solutions Sdn. Bhd. (“AGMO”) via its **Vote2U Online** website at <https://web.vote2u.app>

**PROCEDURES TO PARTICIPATE IN RPV**

Please follow the Procedure to Participate in RPV as summarized below:

**BEFORE AGM DAY**

**A: REGISTRATION**

**Individual Shareholders**

	Description	Procedure
i.	Shareholders to register with Vote2U online	<p>The registration will open from the day of notice</p> <ol style="list-style-type: none"> <li>Access website at <a href="https://web.vote2u.app">https://web.vote2u.app</a></li> <li>Click “<i>Sign Up</i>” to sign up as a user.</li> <li>Read the ‘Privacy Policy’ and ‘Terms &amp; Conditions’ and indicate your acceptance of the ‘Privacy Policy’ and ‘Terms &amp; Conditions’ on a small box <input type="checkbox"/>. Then click “<i>Next</i>”.</li> <li>*Fill-in your details (note: create your own password). Then click “<i>Continue</i>”.</li> </ol>

		<p>e. Upload softcopy of your identification card (MYKAD) (front only) (for Malaysian) or Passport (for non-Malaysian).</p> <p>f. Log in as user completed.</p> <p>g. Your registration will be verified and an email notification will be sent to you. Please check your email.</p> <p><u>Note:</u> If you have registered as a user with Vote2U Online previously, you are not required to register again.</p> <p>*Check your email address is keyed in correctly. *Remember the password you have keyed-in.</p>
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**B: REGISTER PROXY**

Individual Shareholder / Corporate Shareholder / Nominees Company

	Description	Procedure
i.	Submit Form of Proxy (hardcopy)	<p>The closing time to submit your hardcopy Form of Proxy is at <b>2.30p.m, Sunday, 20<sup>th</sup> December 2020.</b></p> <p>a. *Fill-in details on the hardcopy Form of Proxy and ensure to provide the following information:</p> <ul style="list-style-type: none"> <li>o MYKAD (for Malaysian) / Passport (for non-Malaysian) number of the Proxy</li> <li>o *Email address of the Proxy</li> </ul> <p>b. Submit/Deposit the hardcopy Form of Proxy to <b>Boardroom Share Registrars Sdn. Bhd. 11<sup>th</sup> Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor, Malaysia</b></p> <p><u>Note:</u> After verification, an email notification will be sent to the Proxy and will be given a temporary password. The Proxy could use the temporary password to log in to Vote2U.</p> <p>*Check the email address of Proxy is written down correctly.</p>

Shareholders who appoint Proxy(ies) to participate the virtual AGM must ensure that the e-Proxy form and/or hardcopy Form of Proxy is submitted not less than 48 hours before the time for holding the meeting or any adjourned meeting at which the person named in the instrument proposes to vote and in default, the instrument of proxy shall not be treated as valid.

**ON AGM DAY**

**A: WATCH LIVE STREAMING**

**Individual Shareholders & Proxies**

	Description	Procedures
i.	Login to virtual meeting portal - Vote2U online & watch Live Streaming.	<p>The Vote2U online portal will open for log in starting from <b>1.30pm, Tuesday, 22<sup>nd</sup> December 2020</b>, one (1) hour before the commencement of the AGM.</p> <ol style="list-style-type: none"> <li>Login with your email and password</li> <li>Select the General Meeting event (for example, "<b>BARAKAH OFFSHORE PETROLEUM BERHAD – 8<sup>TH</sup> AGM</b>").</li> <li>Check your details.</li> <li>Click "<b>Watch Live</b>" button to view the live streaming.</li> </ol>

**B: ASK QUESTION**

**Individual Shareholders & Proxies**

	Description	Procedures
i.	Ask Question during AGM (real-time)	<p>Questions submitted online using <u>typed text</u> will be moderated before being forwarded to the Chairman to avoid repetition. Every question and message will be presented with the full name of the shareholder or proxy raising the question.</p> <ol style="list-style-type: none"> <li>Click "<b>Ask Question</b>" button to post question(s).</li> <li>Type in your question and click "<b>Submit</b>".</li> </ol> <p>The Chairperson / Board of Director will endeavor to respond to questions submitted by remote shareholders and proxies during the AGM.</p>

**C: VOTING REMOTELY**

**Individual Shareholders & Proxies**

	Description	Procedures
i.	Online Remote Voting	<p>Once the Chairman announces the opening of remote voting:</p> <ol style="list-style-type: none"> <li>Click "<b>Confirm Details &amp; Start Voting</b>".</li> <li>To vote, select your voting choice from the options provided. A confirmation screen will appear to show your selected vote. Click "<b>Next</b>" to continue voting for all resolutions.</li> <li>To change your vote, click "<b>Back</b>" and select another voting choice.</li> </ol>



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		<p>d. After you have completed voting, a Voting Summary page appears to show all the resolutions with your voting choices. Click “<i>Confirm</i>” to submit your vote.</p> <p>[Please note that you are <u>not able</u> to change your voting choices after you have confirmed and submitted your votes.]</p>
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## ADDITIONAL INFORMATION

### Voting Procedure

Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at the AGM will be conducted by poll. Poll administrator and Independent Scrutineers will be appointed to conduct the polling process and verify the results of the poll respectively.

### Broadcast Venue

Broadcast Venue means the place where the broadcasting is taking place to transmit or air the meeting online. It could be a studio or a meeting room.

Shareholders and proxies are not advisable to go to the broadcast venue as it is only a place where the meeting is broadcast for transmission online in the present of Chairman, Directors, Chief Executive Officer, Auditors, Company Secretary and senior management. No seating and refreshment will be arranged for shareholders and proxies at the broadcast venue when it is a fully virtual meeting.

If shareholders and proxies arrive at the broadcast venue, the management has the right to ask you to leave the broadcast venue in order to comply with the government decrees and S.O.Ps.

### No Door Gift or e-Voucher or Food Voucher

There will be no door gift or e-Voucher or food voucher given at this AGM.

### Enquiry

- a. If you have enquiry relating to the AGM Administrative Guide for Shareholders, please contact [info@barakah.my](mailto:info@barakah.my) during office hours.
- b. If you have enquiry relating to the RPV or encounters issues with the log in, steps to connect to live streaming and online voting:

Email: [vote2u@agmostudio.com](mailto:vote2u@agmostudio.com)