

TWENTY-SECOND (22ND) ANNUAL GENERAL MEETING

ADMINISTRATIVE GUIDE

Date & Time : Friday, 29 August 2025 at 10.00 a.m.
Meeting Venue : Level 4.1, 4th Floor, Menara Lien Hoe
No. 8, Persiaran Tropicana, Tropicana Golf & Country Resort
47410 Petaling Jaya, Selangor

Registration for the Twenty-Second (22nd) Annual General Meeting (“AGM”)

1. Registration counter will open at 8.30 a.m. on the day of the AGM up to the time of the commencement of the AGM at 10.00 a.m.
2. Please produce your ORIGINAL Identity Card (“IC”) or Passport (for foreign shareholder) during registration for verification. Only original IC or Passport is valid for registration.
3. Please note that you are not allowed to register on behalf of another shareholder/proxy, even with the original IC or Passport of that other shareholder/proxy. Please make sure you collect your IC or Passport after the registration.
4. After registration and signing on the Attendance List, please vacate the registration area.

Other Information for the Attendance at the Meeting Venue

5. All attendees at the meeting venue must be fully vaccinated or medically fit to attend without any transmissible health condition. Although the wearing of face mask in an enclosed area is now optional, you are encouraged to wear your face mask throughout the meeting session.
6. In the events of you are unwell or display symptoms of illness, the Company also reserve the right to reject entrance of any attendee who does not meet the foregoing health standard operating procedures.
7. Parking bays are available at Menara Lien Hoe. Kindly use Touch’n Go (with minimum RM 20.00 card balance), debit or credit card to enter the parking bay as it is a cashless payment system.
8. All attendees are required to register with the security personnel at the lobby of the building before they can gain access to the 4th Floor for the AGM.

General Meeting Records of Depositors

9. For the purpose of determining members’ eligibility to attend this meeting, only members whose names appear in the Record of Depositors of the Company as at **22 August 2025** shall be entitled to attend this meeting or appoint proxy(ies) to attend and/or vote on his/her behalf.

APPOINTMENT OF PROXY OR ATTORNEY OR BY AUTHORISED REPRESENTATIVE

10. If a member is unable to attend the AGM, he/she/it is encouraged to appoint the Chairman of the AGM as his/her/its Proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.
11. If you wish to participate in the AGM yourself, please do not submit any Form of Proxy for the AGM. You will not be allowed to participate in the AGM together with the proxy appointed by you.

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APPOINTMENT OF PROXY OR ATTORNEY OR BY AUTHORISED REPRESENTATIVE (CONT'D)

12. Where a member of the Company is an Exempt Authorised Nominee which holds ordinary shares in the Company for multiple beneficial owners in 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.
13. Where a member appoints more than one (1) proxy, the appointment shall be invalid unless he/she specifies the proportion of his/her shareholding to be represented by each proxy.
14. The instrument appointing a proxy shall be in writing under the hand of the appointer or his/her attorney duly authorised in writing. If the appointer is a corporation, the instrument must be executed under its Common Seal or under the hand of an attorney so authorised.
15. The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a notorially certified copy of that power of attorney, must be deposited at the Registrar Office of the Company at No. 2-1, Jalan Sri Hartamas 8, Sri Hartamas, 50480 Kuala Lumpur or via e-mail at ir@shareworks.com.my no later than 28 August 2025 at 10.00 a.m.
16. If a member has submitted his/her Form of Proxy prior to the AGM and subsequently decides to personally participate in the AGM, the individual member must contact the Company's Share Registrar or the Company, whose contact details are set out in No. 20 below, to revoke the appointment of his/her proxy no later than 28 August 2025 at 10.00 a.m.

Poll Voting

17. The voting at the AGM will be conducted by way of poll in accordance with Rule 8.31A of the ACE Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed ShareWorks Sdn. Bhd. as the Poll Administrator to conduct the poll by way of electronic voting and SharePolls Sdn. Bhd. as the Scrutineers to verify the poll results. Upon completion of the voting session for the AGM, the Scrutineers will verify and announce the poll results followed by the Chairman's declaration of whether the resolutions are duly passed.

No Recording or Photography

18. Strictly **NO recording or photography** of the proceedings of the AGM is allowed.

No Gifts, E-Vouchers or Food Vouchers

19. There will be no distribution of gifts, e-vouchers or food vouchers to the Members or Proxy(ies)/Corporate Representative(s) who participate in the AGM.

Enquiry

20. If you have any enquiry prior to the meeting, please contact the following officers during office hours [from 9.00 a.m. to 5.30 p.m. (Monday to Friday)]:

**For Registration, logging in and system related:
InsHub Sdn. Bhd.**

Name : Ms. Eris/Mr. Calvin
Telephone No. : +603-7688 1013
Email : vgm@mlabs.com

**For Form of Proxy:
ShareWorks Sdn. Bhd.**

Name : Mr. Kou Si Qiang/En Taufiq
Telephone No. : +603-6201 1120
Email : ir@shareworks.com.my