

ADMINISTRATIVE DETAILS FOR THE EIGHTH ANNUAL GENERAL MEETING

Date : Thursday, 25 June 2026
Time : 10.00 a.m.
Venue : Seminar Room 1, Kelab Golf Negara Subang, Jalan SS 7/2, Kelana Jaya, 47301 Petaling Jaya, Selangor Darul Ehsan, Malaysia

REGISTRATION

1. Registration will start at 9.00 a.m. at the foyer of Seminar Room 1 and will end at a time as directed by the Chairman of the Meeting.
2. Please read the signage to ascertain where you should register yourself for the Annual General Meeting (“AGM”) and join the queue accordingly.
3. Please present your **original** MyKad/Passport at the registration counter for verification and ensure that you collect your MyKad/Passport thereafter.
4. Upon verification, you are required to write your name and sign the Attendance List placed on the registration table.
5. You will be given an identification wristband with personalised passcode for purpose of voting at the AGM.
6. If you are attending the AGM as a shareholder, proxy or corporate representative, you will be registered **once** and will be given only **one** identification wristband to enter Seminar Room 1.
7. No individual will be allowed to register on behalf of another individual even with the original MyKad/Passport of the other individual.
8. There will be no replacement in the event you lose or misplace the identification wristband. No individual will be allowed to enter Seminar Room 1 without wearing the identification wristband.
9. You must wear the identification wristband throughout the AGM.
10. The registration counter will only handle verification of identity and registration of attendance.

HELP DESK

1. Please proceed to the Help Desk for any clarification or queries apart from registration details.
2. The Help Desk will also handle revocation of proxy’s appointment.

ENTITLEMENT TO ATTEND, SPEAK AND VOTE

Only a depositor whose name appears in the Record of Depositors as at 18 June 2026 shall be entitled to attend, speak and vote at the AGM or appoint proxies to attend, speak and vote on his/her behalf in respect of the number of shares registered in his/her name at that time.

PROXY

1. If you are a member of the Company, you are entitled to appoint not more than two (2) proxies to exercise all or any of your rights to attend, speak and vote at the AGM. If you appoint more than one (1) proxy, please specify the proportion of your shareholding to be represented by each proxy, failing which, the appointment shall be invalid.
2. If you are unable to attend the AGM and wish to appoint a proxy to attend and vote on your behalf, please submit your Proxy Form for the AGM in accordance with the notes and instructions printed therein.
3. If you wish to attend the AGM yourself, please do not submit any Proxy Form. You will NOT be allowed to attend the AGM together with a proxy appointed by you.
4. If you have submitted your Proxy Form prior to the AGM and subsequently decided to attend the AGM yourself, please proceed to the Help Desk to revoke the appointment of your proxy.



ADMINISTRATIVE DETAILS FOR THE EIGHTH ANNUAL GENERAL MEETING

PROXY (CONTINUED)

5. Accordingly, Proxy Forms and/or documents relating to the appointment of proxy or corporate representative or attorney for the AGM whether in hard copy or electronic means shall be deposited or submitted in the following manner not later than Tuesday, 23 June 2026 at 10.00 a.m.

(i) In hard copy:

By hand or post to the office of our Share Registrar, Tricor Investor & Issuing House Services Sdn. Bhd. (“**Tricor**”) at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia or alternatively, to be deposited in the drop box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia;

(ii) By electronic form:

You may also submit your proxy appointment electronically via Vistra Share Registry and IPO (MY) portal (“Portal”) at <https://srmy.vistra.com>. The steps to submit are summarised below:

Procedure	Action
i. Steps for Individual Shareholders	
Register as a User with the Portal	<ul style="list-style-type: none"> Visit the Portal at https://srmy.vistra.com Click “Register” and select “Individual Holder” and complete the New User Registration Form. For guidance, you may refer to the tutorial guide available on the homepage. Once registration is completed, you will receive an email notification to verify your registered email address. After verification, your registration will be reviewed and approved within one (1) working day. A confirmation email will be sent once approved. Once you receive the confirmation, activate your account by creating your password. <p><i>Note: If you are an existing user of the Portal or the previous TIH Online portal, you are not required to register again.</i></p>
Proceed with submission of Proxy Form	<ul style="list-style-type: none"> After the release of the Notice of Meeting by the Company, login with your email address and password. Select the corporate event: “ALCOM GROUP BERHAD 8TH AGM”. Navigate to the 3 dots at the end of the corporate event and choose “SUBMISSION OF PROXY FORM” Read and agree to the Terms and Conditions and confirm the Declaration. Indicate the total number of shares assigned to your proxy(ies) to vote on your behalf. Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint the Chairman as your proxy. Indicate your voting instructions – FOR or AGAINST or ABSTAIN. Print the Proxy Form for your record.
ii. Steps for Corporation or Institutional Shareholders	
Register as a User with the Portal	<ul style="list-style-type: none"> Visit the Portal at https://srmy.vistra.com Click “Register” and select “Representative of Corporate Holder” and complete the New User Registration Form. Complete the registration form with your personal details. Once registration is completed, you will receive an email notification to verify your registered email address. After verification, your registration will be reviewed and approved within two (2) working days. A confirmation email will be sent once approved. Once you receive the confirmation, activate your account by creating your password. <p><i>Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact Tricor if you need clarifications on the user registration.</i></p>
Proceed with submission of Proxy Form	<ul style="list-style-type: none"> Login to https://srmy.vistra.com with your email address and password. Select the corporate event: “ALCOM GROUP BERHAD 8TH AGM” Navigate to the icon “>” at the end of the corporate event. Read and agree to the Terms and Conditions and confirm the Declaration. Select the corporate holder’s name. Proceed to download the submission file. Prepare the file for the appointment of proxy(ies) by inserting the required data. Proceed to upload the duly completed proxy appointment file. Select “Confirm” to complete your submission. Print the confirmation report of your submission for your record.

ADMINISTRATIVE DETAILS FOR THE EIGHTH ANNUAL GENERAL MEETING

CORPORATE MEMBER

Any corporate member who wishes to appoint a representative instead of a proxy to attend the meeting should submit the **original** Certificate of Appointment under the seal of the corporation to the office of the Share Registrar, Tricor at any time before the time appointed for holding the above meeting or to the registration staff on the day of the above meeting for the Company's record.

VOTING PROCEDURE

Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all Resolutions to be tabled at the AGM will be put to vote by way of poll. For this purpose, the Company has appointed Tricor to conduct the poll by way of electronic voting and Quantegic Services Sdn. Bhd. as scrutineers to verify the poll results.

Shareholders or proxies or corporate representatives or attorneys can proceed to vote on the resolutions upon the announcement by the Chairman of the meeting. Detailed instructions will be provided at the meeting before the commencement of the e-voting session.

SEATING ARRANGEMENT FOR THE AGM

1. Free seating. All shareholders, proxies, corporate representatives will be allowed to enter Seminar Room 1 from 9.00 a.m. onwards.
2. All shareholders, proxies, corporate representatives are encouraged to be seated at least five (5) minutes before the commencement of the AGM.

MOBILE DEVICES

Please ensure that all mobile devices i.e. phones, pagers, other sound emitting devices are put on silent mode during the AGM to ensure smooth and uninterrupted proceedings.

REFRESHMENT

There will NOT be any food served before and after the AGM. Only morning coffee and tea will be served.

NO DOOR GIFT/ FOOD VOUCHER

There will be NO distribution of door gifts or food vouchers for the Eighth AGM.

ENQUIRY

If you have any queries on the above, please contact our Share Registrar, Tricor at 603-2783 9299 or email to is.enquiry@vistra.com during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays).