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## ADMINISTRATIVE GUIDE FOR EXTRAORDINARY GENERAL MEETING (“EGM”)

**Day, Date, and Time of EGM** : Monday, 26 July 2021 at 10:00 a.m.

**Remote Participation and Voting (“RPV”) Facilities / Online Meeting Platform** : <https://web.vote2u.my>

**Domain Registration No. of Online Meeting Platform registered with MYNIC** : D6A471702

Dear shareholders,

In compliance with Section 327(2) of Companies Act 2016 and Securities Commission Malaysia’s Guidance and Frequently Asked Questions on the Conduct of General Meetings for Listed Issuers (“**Guidance Note and FAQs**”), and having regards to the well-being and safety of our shareholders, Directors, staff and other stakeholders who will attend the EGM amid the COVID-19 pandemic, Eastland Equity Bhd. (“**Eastland**” or “**Company**”) has decided for the EGM of the Company to be conducted on a fully virtual basis via RPV facilities at <https://web.vote2u.my>.

This RPV facilities would facilitate greater shareholder participation as it facilitates electronic voting and remote shareholders’ participation. You may exercise your right as a member of the Company to participate remotely (including posting questions to the Board of Directors and/or Management of the Company) and vote via electronic voting at the virtual EGM. Alternatively, you may also appoint the Chairman of the Meeting as your proxy to attend and vote on your behalf at the virtual EGM.

Kindly note that the quality of the live streaming is highly dependent on the bandwidth and stability of the internet connection of the participants. Hence, you are to ensure that internet connectivity throughout the duration of the meeting is maintained.

### Venue of Meeting

Pursuant to Section 327 of Companies Act 2016 and in line with the Guidance Note and FAQs, an online meeting platform can be recognised as the main venue of the meeting if the online platform is located in Malaysia. The venue of the EGM will be held via live streaming and online meeting platform of Vote2U in Malaysia via its website at <https://web.vote2u.my>.

Shareholders whose names appear on the Record of Depositors (“**ROD**”) as at 15 July 2021 shall be eligible to attend, participate and vote remotely in the meeting, or appoint proxy(ies)/the Chairman of the general meeting to attend, participate and/or vote on his/her behalf.

## PROCEDURES TO PARTICIPATE IN RPV FACILITIES

Please follow the procedures to participate in RPV facilities as summarised below:

### ★ BEFORE MEETING DAY ★

<b>A: REGISTRATION AS USER</b>		
	<b>Description</b>	<b>Procedure</b>
i.	Shareholders to Register with Vote2U  Applicable to:- ➤ Individual Shareholders	<ol style="list-style-type: none"> <li>Access website at <a href="https://web.vote2u.my">https://web.vote2u.my</a></li> <li>Select “<b>Sign Up</b>” to sign up as user.</li> <li>Read and indicate your acceptance of the ‘Privacy Policy’ and ‘Terms &amp; Conditions’ by clicking on a small box <input type="checkbox"/>. Then select “<b>Next</b>”.</li> <li>Fill-in your details – (i) ensure your email address is valid &amp; (ii) create your own password. Then select “<b>Continue</b>”.</li> <li>Upload a clear copy of your MyKAD for Malaysian (front only) or passport for non-Malaysian (page with photo).</li> <li>Registration as user completed.</li> <li>An email notification will be sent to you.</li> </ol> <p><u>Note:</u> (a) If you have already signed up/registered as a user with Vote2U previously, you are not required to register again. (b) Your eligibility to attend the EGM will be verified against the ROD.</p>

<b>B: REGISTRATION OF PROXY</b>		
	<b>Description</b>	<b>Procedure</b>
i.	Submission of Electronic Proxy Form (e-Proxy Form)  Applicable to:- ➤ Individual Shareholders	<ol style="list-style-type: none"> <li>Individual shareholders to log in to Vote2U with your email address and password that you have registered with Vote2U.</li> <li>Select the general meeting event that you wish to attend.</li> <li>Scroll down and select “<b>Register a Proxy</b>”.</li> <li>Read and indicate your acceptance of the ‘Declarations’ by clicking on a small box <input type="checkbox"/>. Then select “<b>Next</b>”.</li> <li>Select/ add your Central Depository System (“<b>CDS</b>”) account number and number of shares.</li> <li>Select “<b>Appoint Proxy</b>”.</li> <li>Fill-in the details of your proxy(ies):- (i) ensure proxy(ies) email address(es) is/are valid.</li> <li>Indicate your voting instruction should you prefer to do so.</li> <li>Thereafter, select “<b>Submit</b>”.</li> <li>Your submission will be verified.</li> <li>After verification, proxy(ies) will receive email notification with temporary credentials, i.e. email address &amp; password, to log in to Vote2U.</li> </ol> <p><u>Note:</u> You need to register as a user before you can register a proxy and submit the e-Proxy form. Please refer above ‘A: Registration as User’.</p>
ii.	Submission of Proxy Form (hard copy)  Applicable to:- ➤ Individual Shareholders	<ol style="list-style-type: none"> <li>Fill-in the details on the hard copy Proxy Form by providing the following information: <ol style="list-style-type: none"> <li>Proxy(ies) &amp; Corporate Representative <ul style="list-style-type: none"> <li>● Name</li> <li>● Number of MyKAD for Malaysian or passport for non-Malaysian</li> <li>● Address and email address – ensure email address is valid</li> </ul> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>➤ Corporate Shareholders</li> <li>➤ Authorised Nominee</li> <li>➤ Exempt Authorised Nominee</li> </ul>	<p>b. Corporate Representative only – deposit the hard copy of Proxy Form together with the following document to the address as stated on the Proxy Form:</p> <ul style="list-style-type: none"> <li>● A copy of Certificate of Appointment as corporate representative</li> </ul> <p>c. Individual shareholders, authorised nominee and exempt authorised nominee - deposit the hard copy Proxy Form to the address as stated on the Proxy Form.</p> <p>d. Submitted Proxy Form will be verified.</p> <p>e. After verification, proxy(ies) and corporate representative will receive email notification with temporary credentials, i.e. email address &amp; password, to log in to Vote2U.</p>
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**★ REVOCATION OF PROXY ★**

	Description	Procedure
i.	Revoke a Proxy Electronically  Applicable to:- <ul style="list-style-type: none"> <li>➤ Individual Shareholders</li> </ul>	<p>a. Log in to Vote2U using your registered email address and password.</p> <p>b. Select general meeting event that you wish to attend.</p> <p>c. Scroll down and select “<b>Revoke a Proxy</b>”.</p> <p><i>Note:</i>  <i>Only applicable to individual shareholders who have appointed proxy(ies) through e-Proxy Form.</i></p>
ii.	Revoke a Proxy  Applicable to:- <ul style="list-style-type: none"> <li>➤ Individual Shareholders</li> <li>➤ Corporate Shareholders</li> <li>➤ Authorised Nominee</li> <li>➤ Exempt Authorised Nominee</li> </ul>	<p>a. Email to the Poll Administrator, Agmo Digital Solutions Sdn. Bhd. (“<b>Poll Administrator</b>”) at <a href="mailto:vote2u@agmostudio.com">vote2u@agmostudio.com</a> to revoke the appointment of your proxy(ies).</p> <p><i>Note:</i>  <i>Applicable to individual shareholders/ corporate shareholders/ authorised nominee/ exempt authorised nominee who have appointed proxy(ies)/ corporate representative(s) using hard copy of Proxy Form.</i></p>

**★ ON GENERAL MEETING DAY ★**

1. Log in to <https://web.vote2u.my> with your registered email address and password.  
  
 For proxy(ies) and corporate representative(s), log in with the temporary credentials in the email which you have received from Vote2U.
2. Vote2U will be opened for log in **one (1) hour** before the commencement of the general meeting you are attending.
3. When you are logged in, select the general meeting event you are attending. On the main page, you are able to access the following:

	<b>Description</b>	<b>Procedures</b>
i.	Live Streaming	a. Select “ <b>Watch Live</b> ” button to view the live streaming.
ii.	Ask Question (real-time)	a. Select “ <b>Ask Question</b> ” button to pose a question. b. Type in your question and select “ <b>Submit</b> ”.  <i>Note:</i> <i>The Chairman of the general meeting/ Board of Directors will endeavour to respond to questions submitted by remote shareholders, proxies and corporate representatives during the general meeting.</i>
iii.	Remote Voting	a. On the main page, scroll down and select “ <b>Confirm Details &amp; Start Voting</b> ”. b. To vote, select your voting choice from the options provided. A confirmation screen will appear to show your selected vote. Select “ <b>Next</b> ” to continue voting for all resolutions. c. After you have completed voting, a Voting Summary page appears to show all the resolutions with you voting choices. Select “ <b>Confirm</b> ” to submit your vote.  <i>Note:</i> <i>Once you have confirmed and submitted your votes, you are <u>not able</u> to change your voting choices.</i>
iv.	View Voting Results	a. On the main page, scroll down and select “ <b>View Voting Results</b> ”.
v.	End of RPV	a. Upon the announcement by the Chairman of the general meeting on the closure of the said meeting, the live streaming will end. b. You may log out from Vote2U.

## **ADDITIONAL INFORMATION**

### **Voting Procedure**

Pursuant to paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at a general meeting will be conducted by poll. The Company has appointed Agmo Digital Solutions Sdn. Bhd. as the poll administrator to conduct the polling process and Aegis Communication Sdn. Bhd. as the independent scrutineers to verify the results of the poll.

### **No e-Voucher, Gift, and Food Voucher**

There will be no e-Voucher, gift, and food voucher for shareholders, proxies and corporate representatives who participate in the meeting.

### **Enquiry**

For enquiries relating to the RPV facilities or issues encountered during registration, log in, connecting to the live streaming and online voting facilities, please contact Vote2U helpdesk during office hours (8:30 a.m. to 5:30 p.m.) on Mondays to Fridays (except public holidays) as follows:

Telephone No. : 03-7664 8520/ 03-7664 8521  
Email : [vote2u@agmostudio.com](mailto:vote2u@agmostudio.com)

## PERSONAL DATA PRIVACY

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the EGM and/or any adjournment thereof, a member of the Company (i) consents to the collection, use and disclosure of the member's personal data by the Company (or its agents) for the purpose of the processing and administration by the Company (or its agents) of proxies and representatives appointed for the EGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the EGM (including any adjournment thereof), and in order for the Company (or its agents) to comply with any applicable laws, listing rules, regulations and/or guidelines (collectively, the "**Purposes**"), (ii) warrants that where the member discloses the personal data of the member's proxy(ies) and/or representative(s) to the Company (or its agents), the member has obtained the prior consent of such proxy(ies) and/or representative(s) for the collection, use and disclosure by the Company (or its agents) of the personal data of such proxy(ies) and/or representative(s) for the Purposes, and (iii) agrees that the member will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the member's breach of warranty.