



## HEXTAR GLOBAL BERHAD

Registration No. 199001014551 (206220-U)  
(Incorporated in Malaysia)

### ADMINISTRATIVE DETAILS OF THE 35<sup>th</sup> ANNUAL GENERAL MEETING

**Date** : **Monday, 18 May 2026**  
**Time** : **10.00 a.m.**  
**Meeting Venue** : **Hextar Hall, Level 17, Hextar Tower, Hextar World Empire City  
No. 8, Jalan PJU 8, Damansara Perdana  
47820 Petaling Jaya, Selangor Darul Ehsan, Malaysia**

### ENTITLEMENT TO ATTEND, SPEAK AND VOTE AT THE MEETING

Only Members whose names appear in the General Meeting Record of Depositors as at **11 May 2026** shall be entitled to attend, participate, speak and vote at the 35<sup>th</sup> Annual General Meeting ("35<sup>th</sup> AGM" or "AGM") or appoint proxies to attend and vote in his/her stead.

If you are not able to attend the 35<sup>th</sup> AGM, you are encouraged to appoint proxies or the Chairman of the Meeting as your proxy and indicate the voting instructions in the Proxy Form. Please submit your Proxy Form in accordance with the notes and instructions stated in the Notice of the 35<sup>th</sup> AGM and this Administrative Details.

### REGISTRATION

Registration will start at **8.00 a.m.** on 18 May 2026 at Level 17, Hextar Tower, Hextar World Empire City, and will close upon the announcement by the Chairman of the Meeting.

Please produce your **ORIGINAL MyKad/ Identification Card** or **Passport (for foreign Shareholders)** during registration for verification purposes. Only original MyKad/Identification Card or Passport will be accepted for the purpose of identity verification. Please ensure that you collect your MyKad/Identification Card or Passport thereafter. Registration must be done in person. No person will be allowed to register on behalf of another person with the original MyKad/Identification Card or Passport of that other person.

### APPOINTMENT OF PROXY / CORPORATE REPRESENTATIVES / ATTORNEYS

Proxy Form and/or document relating to the appointment of proxy/corporate representative/attorney for the AGM whether in hard copy or by electronic means shall be deposited or submitted in the following manner not later than **Saturday, 16 May 2026 at 10.00 a.m.**:

(a) In Hard Copy:

In the case of an appointment made in hard copy form, the Proxy Form duly completed must be deposited at the Poll Administrator's office situated at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, WP Kuala Lumpur, Malaysia or alternatively, into the Drop-in Box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, WP Kuala Lumpur, Malaysia.

(b) By Electronic Form:

By electronic means, the Proxy Form duly completed can be electronically lodged via Vistra Share Registry and IPO (MY) portal at <https://srmy.vistra.com> ("Vistra SRMY portal"). The procedures for electronic lodgement of Proxy Form are summarised below:

Procedure	Action
<b>i. Steps for Individual Shareholders</b>	
Register as a User at The Portal	<ol style="list-style-type: none"> <li>1. Visit the website at <a href="https://srmy.vistra.com">https://srmy.vistra.com</a>.</li> <li>2. Click "Register" and select "Individual Holder" and complete the New User Registration Form.</li> <li>3. For guidance, you may refer to the tutorial guide available on the homepage.</li> <li>4. Once registration is completed, you will receive an email notification to verify your registered email address.</li> <li>5. After verification, your registration will be reviewed and approved within one (1) working day. A confirmation email will be sent once approved.</li> <li>6. Once you receive the confirmation, activate your account by creating your password.</li> </ol> <p><i>If you are an existing user with The Portal or our TIH Online portal previously, you are not required to register again.</i></p>
Proceed with submission of proxy form	<ol style="list-style-type: none"> <li>1. After the release of the Notice of Meeting by the Company, login with your email address and password.</li> <li>2. Select the corporate event: "<b>Hextar Global Berhad 35<sup>th</sup> AGM</b>"</li> <li>3. Navigate to the 3 dots at the end of the corporate event and choose "<b>SUBMISSION OF PROXY FORM</b>".</li> <li>4. Read and agree to the Terms and Conditions and confirm the Declaration.</li> <li>5. Indicate the total number of shares assigned to your proxy(s) to vote on your behalf.</li> <li>6. Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint the Chairman as your proxy.</li> <li>7. Indicate your voting instructions – FOR or AGAINST or ABSTAIN.</li> <li>8. Print the proxy form for your record.</li> </ol>
<b>ii. Steps for Corporation or Institutional Shareholders</b>	
Register as a User at The Portal	<ol style="list-style-type: none"> <li>1. Visit the website at <a href="https://srmy.vistra.com">https://srmy.vistra.com</a>.</li> <li>2. Click "Register" and select "Representative of Corporate Holder" and complete the New User Registration Form.</li> <li>3. Complete the registration form with your personal details.</li> <li>4. Once registration is completed, you will receive an email notification to verify your registered email address.</li> <li>5. After verification, your registration will be reviewed and approval within two (2) working days. A confirmation email will be sent once approved.</li> <li>6. Once you receive the confirmation, activate your account by creating your password.</li> </ol> <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	<ol style="list-style-type: none"> <li>1. Login to <a href="https://srmy.vistra.com">https://srmy.vistra.com</a> with your email address and password.</li> <li>2. Select the corporate event: "<b>Hextar Global Berhad 35<sup>th</sup> AGM</b>"</li> <li>3. Navigate to the icon "&gt;" at the end of the corporate event.</li> <li>4. Read and agree to the Terms and Conditions and confirm the Declaration.</li> <li>5. Select the corporate holder's name.</li> <li>6. Proceed to download the submission file.</li> <li>7. Prepare the file for the appointment of proxy(ies) by inserting the required data.</li> <li>8. Proceed to upload the duly completed proxy appointment file.</li> <li>9. Select "<b>Confirm</b>" to complete your submission.</li> <li>10. Print the confirmation report of your submission for your record.</li> </ol>

## VOTING PROCEDURES

The voting at the AGM will be conducted by poll in accordance with Paragraph 8.29A of Bursa Malaysia Securities Berhad Main Market Listing Requirements. The Company has appointed Tricor Investor & Issuing House Services Sdn. Bhd. as Poll Administrator to conduct the poll by way of electronic voting (e-voting).

The voting session will commence from the start of the Meeting at 10.00 a.m. on 18 May 2026 until such time the Chairman announces the end of the voting session. Upon completion of the voting session, the Independent Scrutineers will verify the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

## PRE-MEETING SUBMISSION OF QUESTION TO THE BOARD OF DIRECTORS

Shareholders may submit questions to the Board prior to the AGM via Vistra SRMY portal by selecting "e-Services" to login, pose questions and submit electronically no later than **Saturday, 16 May 2026 at 10.00 a.m.** The Board will endeavour to answer the questions received at the AGM.

## ANNUAL REPORT 2025 & CIRCULAR TO SHAREHOLDERS

The Company's Annual Report 2025 and Circular to Shareholders are available at the Company's website at <https://hextarglobal.com>.

Should you require a printed copy of the Annual Report and/or Circular to Shareholders, you may request by completing and mailing the Request Form (which is available at the Company's website) to our Share Registrar's office situated at B-21-1, Level 21, Tower B, Northpoint Mid Valley City, No. 1, Medan Syed Putra Utara, 59200 Kuala Lumpur. Alternatively, you may submit your request via email to [admin@aldpro.com.my](mailto:admin@aldpro.com.my) or by fax to 03-2201 7774. Printed copies will be dispatched by ordinary post within four (4) market days from the date of receipt of your request.

Nevertheless, we hope that you would consider the environment before you decide to request for the printed copy.

## NO DOOR GIFT/FOOD VOUCHER

There will be **no distribution** of door gifts or food vouchers for attending the 35<sup>th</sup> AGM.

## RECORDING OR PHOTOGRAPHY

Strictly **NO** unauthorised recording or photography at the 35<sup>th</sup> AGM is allowed.

## ENQUIRY

Should you have any enquiries or require assistance on the submission of Proxy Form or matters relating to the Vistra Share Registry and IPO (MY) portal, please contact our Poll Administrator, Tricor Investor & Issuing House Services Sdn. Bhd., during office hours from Monday to Friday (8.30 a.m. to 5.30 p.m.) except on public holidays at 03-2783 9299 or via email at [is.enquiry@vistra.com](mailto:is.enquiry@vistra.com).

For enquiries relating to requests for printed copies of the Annual Report 2025 and Circular to Shareholders, please contact our Share Registrar, Aldpro Corporate Services Sdn. Bhd., during office hours at 03-9770 2200 or via email at [admin@aldpro.com.my](mailto:admin@aldpro.com.my).