



OSK Holdings Berhad  
199001015406 (207075-U)  
(Incorporated in Malaysia)

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## ADMINISTRATIVE NOTES FOR 36TH ANNUAL GENERAL MEETING

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### 1. Date, Time and Venue of Annual General Meeting (“AGM”)

The details of the AGM of OSK Holdings Berhad (“OSK” or “the Company”) are as set out below:

Date : Thursday, 23 April 2026  
Time : 10:00 a.m.  
Venue : Grand Ballroom,  
Level 2, InterContinental Kuala Lumpur,  
165, Jalan Ampang,  
50450 Kuala Lumpur

### 2. Digital Copies of AGM Documents

Please join us in practising environmental sustainability by downloading the following documents from the Company’s website at [www.oskgroup.com/investor-relations/agm](http://www.oskgroup.com/investor-relations/agm) or by scanning the QR Code below:

1. Integrated Annual Report 2025 (“IAR 2025”)
2. Corporate Governance Report 2025
3. Share Buy-Back Statement in relation to the Proposed Renewal of Authority for the Company to Purchase its Own Shares (“Share Buy-Back Statement”)
4. Sustainability Report 2025
5. Notice of the 36th AGM, Administrative Notes and Form of Proxy

**Please scan here**



In our commitment to environmental sustainability, we have printed only a limited number of copies of the IAR 2025 and Share Buy-Back Statement. We encourage you to refer to the documents available online. However, if you still wish to receive a printed copy of the IAR 2025 and Share Buy-Back Statement, you may log on to the Share Registrar, Securities Services (Holdings) Sdn. Bhd.’s website according to the steps below:

*Step 1 - Visit <https://www.sshsb.com.my/new/requestarep.aspx>*

*Step 2 - Type “OSK Holdings Berhad” in the “Company Name” field and complete the online request form.*

*Step 3 - Click the “Send” button to submit your request.*

The requested documents will be sent to you by ordinary post within four (4) market days from the date of receipt of your request.

### 3. Entitlement to Attend and Vote

In respect of deposited securities, only members whose names appear in the Register of Members and Record of Depositors as at 15 April 2026 shall be eligible to attend, participate, speak and vote at the AGM.

#### 4. Lodgement of Form of Proxy of AGM

If you are unable to attend the AGM, you may appoint proxy to vote on your behalf. The instrument appointing a proxy and the power of attorney or other authority (if any), under which it is signed or a duly notarised certified copy of that power or authority, must be deposited not less than forty-eight (48) hours before the time for holding the AGM i.e. latest by 10:00 a.m. on Tuesday, 21 April 2026 or any adjournment thereof through either one of the following avenues:

- (a) In Hardcopy Form of Proxy
  - The Form of Proxy shall be deposited at the Share Registrar's office, Securities Services (Holdings) Sdn. Bhd. at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur.
- (b) By Electronic Form of Proxy
  - The Form of Proxy shall be submitted via fax at +603 2094 9940 or +603 2095 0292 or emailed to [eservices@sshbs.com.my](mailto:eservices@sshbs.com.my); or
  - The Form of Proxy shall be submitted electronically via Securities Services e-Portal at <https://sshbs.net.my/>. Please refer to the Guidelines for Lodgement of e-Proxy Form for further details.

A proxy may, but need not be, a member of the Company. There shall be no restriction as to the qualification of the proxy.

If you have submitted your Form of Proxy prior to the meeting and subsequently decided to attend the meeting yourself, please proceed to the registration counter to revoke the appointment of your proxy.

#### 5. Health and Safety Measures

As a precautionary measure, the participants who are feeling unwell should wear a mask while attending the AGM, to ensure the safety and comfort of all attendees.

#### 6. Registration

- a) The registration will commence at 8:00 a.m. and will end at a time as directed by the Chairman of the AGM. At the closure thereof, no person will be allowed to register for the AGM nor enter the meeting venue and no identification tag (as referred to under item (f) hereinafter) will be allocated.
- b) Please read the signage to ascertain the registration counter to register yourself for the AGM and join the queue accordingly.
- c) Please produce your original National Registration Identity Card ("NRIC")/passport to the registration staff for verification. Kindly make sure you collect your NRIC/passport thereafter.
- d) After the verification, you are required to write your name and sign on the Attendance List placed at the registration counter.
- e) No person will be allowed to register on behalf of another person even with the original NRIC/passport of that person.
- f) You will be given an identification tag upon verification and registration. No person will be allowed to enter the meeting hall without the identification tag. There will be no replacement in the event that you lose or misplace the identification tag.
- g) If you are attending the meeting as a member as well as a proxy, you will be registered once and will be given only one identification tag to enter the meeting hall.
- h) The registration counter will only handle verification of identity and registration. If you have any questions, please proceed to the Help Desk Counter.

#### 7. Voting Procedure

- a) Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions as set out in the Notice of the 36th AGM will be put to vote by poll.
- b) The polling process shall be managed by the Company's Share Registrar, Securities Services (Holdings) Sdn. Bhd. who will serve as the Poll Administrator. Independent scrutineers shall be appointed to verify and validate the results of the poll at the AGM.

## 8. Sustainable Commuting and Parking Reimbursement

- a) Shareholders are encouraged to utilise public transportation for convenience:
- Light Rail Transit (LRT) - Kelana Jaya Line / Mass Rapid Transit (MRT) - Putrajaya Line: alight at the Ampang Park Station, which is about five (5) minutes walking distance to the venue of the AGM.
  - Bus services.
- b) Parking bays are available at the InterContinental Hotel Kuala Lumpur on a first come first served basis:

For entries before 10.00 a.m.	For entries after 10.00 a.m.
B4 and B5	B2, B3, B4 and B5

- c) The parking charge for the first hour is RM5, and RM4 for each subsequent hour. Shareholders who attend the AGM and provide their vehicle registration number will be reimbursed a flat parking allowance of RM9 per person for the first two (2) hours of parking. Proxies representing multiple shareholders are eligible to claim the parking subsidy only once. Any extra parking charges incurred beyond the first two (2) hours of parking, as well as parking at other buildings or the use of valet parking services at InterContinental Hotel Kuala Lumpur, will not be reimbursed by the Company.
- d) Please note that the hotel operates a cashless parking system and payment can be made via Touch 'n Go, credit card or debit card only.

## 9. Door Gifts and Refreshments

Kindly be advised that NO door gift will be provided for shareholders and/or proxy(ies) who attend the AGM. However, light refreshments will be provided, available while supplies last.

## 10. Mobile Devices

- a) Please ensure that all mobile devices, i.e. phones/other sound emitting devices are switched off or put on silent mode during the AGM to ensure smooth and uninterrupted proceedings.
- b) Strictly NO unauthorised recording or photography of the proceedings of the 36th AGM is allowed.

## 11. Personal Belongings

Please take care of your personal belongings. OSK will not be held responsible for any missing personal belongings.

## 12. General Enquiry

If you have any enquiries, kindly contact the following persons during office hours, Monday to Friday (excluding public holidays):

### Share Registrar

**Securities Services (Holdings) Sdn. Bhd.**  
(from 9:00 a.m. to 5:30 p.m.)

Mr. Wong Piang Yoong / Mr. Jerry Tan Hor Seng  
Tel no. : (603) 2084 9168 / (603) 2084 9165  
Fax no. : (603) 2094 9940 / (603) 2095 0292  
Email : [Piang.Yoong.Wong@sshsb.com.my](mailto:Piang.Yoong.Wong@sshsb.com.my) / [Hor.Seng.Tan@sshsb.com.my](mailto:Hor.Seng.Tan@sshsb.com.my)

### OSK Holdings Berhad

(from 9:00 a.m. to 5:30 p.m.)

Ms. Jennifer Ho, Group Corporate Communications  
Tel no. : (603) 2177 1999 ext 1921  
Fax no. : (603) 2026 6331  
Email : [jennifer.ho@oskgroup.com](mailto:jennifer.ho@oskgroup.com)



## GUIDELINES FOR LODGEMENT OF E-PROXY FORM

**Securities Services e-Portal** is an online platform that will allow both individual shareholders and body corporate shareholders through their appointed representatives, to Submit proxy form electronically – paperless submission.

The usage of the e-Portal is dependent on the engagement of the relevant e-Services by OSK Holdings Berhad and is by no means a guarantee of availability of use, unless we are so engaged to provide. **All users are to read, agree and abide to all the Terms and Conditions of Use and Privacy Policy as required throughout the e-Portal.**

### REQUIRE ASSISTANCE?

Please contact our general line (DID: +603 2084 9000) to request for e-Services Assistance during our office hours on Monday to Friday from 9:00 a.m. to 12:15 p.m. and from 1:15 p.m. to 5:30 p.m. Alternatively, you may email us at [eservices@sshbs.com.my](mailto:eservices@sshbs.com.my).

### (A) Sign up for a user account at Securities Services e-Portal

<p>Step 1 Visit <a href="https://sshbs.net.my/">https://sshbs.net.my/</a></p> <p>Step 2 Sign up for a user account</p> <p>Step 3 Wait for our notification email that will be sent within one (1) working day</p> <p>Step 4 Verify your user account within seven (7) days of the notification email and log in</p>	<ul style="list-style-type: none"> <li>• <b>This is a ONE-TIME registration.</b> If you already have a user account, you need not register again.</li> <li>• Your email address is your User ID.</li> <li>• Please proceed to (B) below once you are a registered user.</li> </ul>
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### REGISTER AS A USER BY 17 APRIL 2026 TO SUBMIT E-PROXY FORM

### (B) Submit e-Proxy Form

Meeting Date and Time	Proxy Form Submission Closing Date and Time
<b>Thursday, 23 April 2026 at 10:00 a.m.</b>	<b>Tuesday, 21 April 2026 at 10:00 a.m.</b>

- Log in to <https://sshbs.net.my/> with your registered email and password.
- Look for **OSK Holdings Berhad** under Company Name and **36th AGM on 23 April 2026 at 10:00 a.m. – Submission of Proxy Form** under Event and click ">" to submit your proxy forms online for the meeting by the submission closing date and time above.

<p>Step 1 Check if you are submitting the proxy form as:</p> <ul style="list-style-type: none"> <li>• Individual shareholder</li> <li>• Corporate or authorised representative of a body corporate</li> </ul> <p><i>For body corporates, the appointed corporate/authorised representative is to upload the evidence of authority (e.g. Certificate of Appointment of Corporate Representative, Power of Attorney, letter of authority or other documents proving authority). All documents that are not in English or Bahasa Malaysia have to be accompanied by a certified translation in English in 1 file. The original evidence of authority and translation thereof, if required, have to be submitted to the Company's Share Registrar at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur for verification before the proxy form submission closing date and time above or handover the said document to the registrar at the registration counter.</i></p> <p>Step 2 Enter your CDS account number or the body corporate's CDS account number and corresponding number of securities. Then enter the information of your proxy(ies) and the securities to be represented by your proxy(ies). You may appoint the Chairman of the meeting as your proxy where you are not able to participate.</p> <p>Step 3 Proceed to indicate how your votes are to be casted against each resolution.</p> <p>Step 4 Review and confirm your proxy form details before submission.</p>	<ul style="list-style-type: none"> <li>• A copy of your submitted e-Proxy Form can be accessed via <b>My Records</b> (refer to the left navigation panel).</li> <li>• You need to submit your e-Proxy Form for <b>every CDS account(s)</b> you have or represent.</li> </ul>
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