ADMINISTRATIVE GUIDE FOR THE THIRD ANNUAL GENERAL MEETING ("3RD AGM")

Day and Date	:	Friday, 18 September 2026
Time	:	10.00 a.m.
Venue	:	Indah Ballroom, Flamingo Hotel by the lake, Kuala Lumpur, 5, Tasik Ampang, Jalan Hulu Kelang, 68000 Ampang, Selangor Darul Ehsan

1. REGISTRATION ON THE DAY OF THE 3RD AGM

Registration will start at 9.00 a.m. and will remain open until the conclusion of the 3rd AGM or such time may be determined by the Chairman of the meeting.

Please produce an ORIGINAL of the following identification papers (where applicable) and present it to the registration staff for verification:

(i) Identity Card (NRIC) (Malaysian); or
(ii) Police report (for loss of NRIC) / Temporary NRIC (Malaysian); or
(iii) Passport (Foreigner)

You will not be allowed to register on behalf of another person even with the original Identity card or Passport of that person.

Upon verification of your Identity card or Passport and signing of attendance list, you will be given the identification wristband with passcode for voting purposes before entering the meeting room. Please vacate the registration area immediately after registration to prevent congestion.

2. ELIGIBILITY TO ATTEND BASED ON THE RECORD OF DEPOSITORS

Only a member whose name appears on the Record of Depositors as at 9 September 2026 shall be entitled to attend or appoint proxy(ies) to attend, participate, speak and/or vote on his/her/its behalf at the 3rd AGM.

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3. CORPORATE MEMBER

Corporate members who wish to appoint corporate representatives instead of proxy(ies), must deposit their original certificate of appointment of authorised representative with the Company's Share Registrar at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8 Jalan Kerinchi, 59200 Kuala Lumpur, W.P. Kuala Lumpur, Malaysia, or alternatively, in its drop-box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, W.P. Kuala Lumpur, Malaysia before the 3rd AGM or bring the original certificate of appointment of corporate representative to the 3rd AGM.

The certificate of appointment of authorised representative should be executed in the following manner: -

(i) If the corporate member has a common seal, the certificate of appointment of authorised representative should be executed under seal in accordance with the constitution of the corporate member.
(ii) If the corporate member does not have a common seal, the certificate of appointment of authorised representative should be affixed with the rubber stamp of the corporate member (if any) and executed by:-
(a) at least two (2) authorised officers, of whom one shall be a director; or
(b) any director and/or authorised officers in accordance with the laws of the country under which the corporate member is incorporated.

Attorneys appointed by power of attorney are required to deposit their power of attorney with the Company's Share Registrar at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, W.P. Kuala Lumpur, Malaysia, or alternatively, in its drop-box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, W.P. Kuala Lumpur, Malaysia not later than **Wednesday, 16 September 2026** at **10.00 a.m.** to attend and vote at the 3rd AGM. A copy of the power of attorney may be accepted provided that it is certified notarially and/or in accordance with the applicable legal requirements in the relevant jurisdiction in which it is executed.

4. APPOINTMENT OF PROXY

The appointment of proxy may be made in hard copy form or by electronic means in the following manner and must be received by the Company not less than forty-eight (48) hours before the time appointed for holding the AGM or adjourned AGM at which the person named in the appointment proposes to vote:

(a) **In hard copy form**

In case of an appointment made in hard copy form, the proxy form must be deposited at the Company's Share Registrar at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, W.P. Kuala Lumpur, Malaysia, or alternatively, to be deposited in its drop-box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, W.P. Kuala Lumpur, Malaysia.

(b) **By electronic means**

The proxy appointment can be lodged electronically with the Share Registrar of the Company via Vistra Share Registry and IPO (MY) portal ("The Portal") at https://srmy.vistra.com not later than **Wednesday, 16 September 2026** at **10.00 a.m.** Please refer to the procedures below for electronic lodgement of proxy form via The Portal.

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5. ELECTRONIC LODGEMENT OF PROXY FORM

The procedures to lodge your proxy form electronically via The Portal are summarised below:-

Procedure	Action
(i) Steps for Individual Members	
Register as a User at The Portal	• Visit the website 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. *If you are an existing user with The Portal or TIIH Online portal previously, you are not required to register again.*
Proceed with Submission of Proxy Form	• After the release of the Notice of Meeting by the Company, login with your email address and password. • Select the corporate event: "**SIK CHEONG BERHAD 3RD 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(s) 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.

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5. ELECTRONIC LODGEMENT OF PROXY FORM (CONT'D)

The procedures to lodge your proxy form electronically via The Portal are summarised below:- (Cont'd)

Procedure	Action
(ii) Steps for Corporate or Institutional Members	
Register as a User at The Portal	• Visit the website 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 approval 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. 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.
Proceed with Submission of Proxy Form	• Login to https://srmy.vistra.com with your email address and password. • Select the corporate event: "**SIK CHEONG BERHAD 3RD 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.

Please ensure ALL the particulars as required in the proxy form are completed, signed and dated accordingly.

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6. POLL VOTING

The voting at the 3rd AGM will be conducted by poll in accordance with Rule 8.29A of the ACE Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor Investor & Issuing House Services Sdn Bhd ("TIIH") as Poll Administrator to conduct the polling process. Independent Scrutineer would be appointed to verify the poll results.

7. NO RECORDING OR PHOTOGRAPHY

No recording or photography of the 3rd AGM proceedings is allowed without prior written permission of the Company.

8. NO DOOR GIFTS OR FOOD VOUCHERS

There will be no door gifts or vouchers provided to members, proxies and invited guests who attend the 3rd AGM.

9. ENQUIRY

If you have any enquiry on the above, please contact the following person-in charge during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.

General No.	:	+603-2783 9299
Email	:	is.enquiry@vistra.com