



**MAGNUM BERHAD**  
(197501002449) (24217-M)  
(Incorporated in Malaysia)

## **FORTY-SEVENTH ANNUAL GENERAL MEETING (“47<sup>th</sup> AGM”)**

### **ADMINISTRATIVE GUIDE**

|   |                           |   |
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| <b>Date:</b><br>19 May 2023<br>(Friday) | <b>Time:</b><br>9:30 a.m. | <b>Broadcast Venue:</b><br>Meeting room, 35 <sup>th</sup> Floor, Menara Multi-Purpose,<br>Capital Square, No. 8 Jalan Munshi Abdullah,<br>50100 Kuala Lumpur, Malaysia.<br><br><b>Online Meeting Platform:</b><br>Metra Portal website at <a href="http://www.metramanagement.com.my">www.metramanagement.com.my</a><br>(Domain Registration No. D1A403946) |
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### **MODE OF MEETING**

The 47<sup>th</sup> AGM will be conducted online from the Broadcast Venue through live streaming using the Remote Participation and Voting (“RPV”) facilities provided by the Share Registrar, Metra Management Sdn. Bhd. (“Metra”). This is in line with the Guidance Note and FAQs on the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia on 18 April 2020 and revised on 7 April 2022 (including any amendments that may be made from time to time).

The Broadcast Venue, which is the main venue of the 47<sup>th</sup> AGM, is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 and Clause 58 of the Company’s Constitution, which require the Chairman of the meeting to be present at the main venue on the day of the meeting. Hence, no member(s)/proxy(ies)/corporate representative(s)/attorney(s) from the public should be physically present nor will be admitted at the Broadcast Venue on the day of the 47<sup>th</sup> AGM.

### **REGISTRATION FOR RPV AT THE 47<sup>TH</sup> AGM**

- (1) Individual Members, Corporate Representatives, Proxy Holders, Authorised Nominees or Exempt Authorised Nominees, you are invited to attend the 47<sup>th</sup> AGM to exercise your right to attend, participate and vote at the meeting remotely by using the RPV facilities at [www.metramanagement.com.my](http://www.metramanagement.com.my) (Domain Registration No. D1A403946). You are required to do so by registering yourself using the RPV Platform in accordance with the instructions set out under Paragraph (3) below.

On the RPV Platform, you may exercise your rights as a Shareholder to participate (including to pose questions to the Board of Directors (“**Board**”)) and vote at the 47<sup>th</sup> AGM.

- (2) If a member is unable to attend the 47<sup>th</sup> AGM, he/she is encouraged to appoint the Chairman of the Meeting as his/her proxy and to indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.
- (3) The procedures for the RPV facilities in respect of the live streaming and remote voting at the 47<sup>th</sup> AGM are as follows:

### **Procedures**

#### **Before the day of the 47<sup>th</sup> AGM**

- (i) Register as a User
- (ii) Submit your Question
- (iii) **On the day of the 47<sup>th</sup> AGM**  
Login to the Metra Portal at  
[www.metramanagement.com.my](http://www.metramanagement.com.my)  
(Domain Registration No. D1A403946)

- (iv) Participate through Live Streaming

- (v) Online Remote Voting

- (vi) End of the RPV Facility

### **Action**

- Please access the Metra Portal at [www.metramanagement.com.my](http://www.metramanagement.com.my) (Domain Registration No. D1A403946)
- Click <<Login/Register>> followed by <<Register New User>> to register as a new user.
- Complete the registration by filling up the information required and upload a clear copy of your MyKAD (both front and back page) or Passport.
- Read and agree to the terms & conditions and thereafter, submit your registration.
- Please enter a valid email address in order for you to receive the verification email from Metra.
- Your registration will be verified and approved by Metra. Once approved, an email notification will be sent to you.
- If you are already a user with the Metra Portal, you are not required to register again.
- You may pre-submit your questions to the Board prior to the 47<sup>th</sup> AGM by emailing to **MBAGM2023@magnum.my** not later than 9:30 a.m. on 17 May 2023.
- Login with your user ID and password for remote participation at the 47<sup>th</sup> AGM at any time from 9:00 a.m., i.e. 30 minutes before the commencement of the 47<sup>th</sup> AGM.
- If you have forgotten your password, you can reset it by clicking on "Forgot Password".
- Select <<My Virtual Meeting>> under Main Menu.
- Click <<Join Meeting>> in order to join the live streaming of the 47<sup>th</sup> AGM.
- If you have any question(s) (in the form of typed text) during the meeting, you may use the Q&A platform in Zoom Cloud Meetings App to submit your question(s). The Board and senior management will try to respond to questions submitted by you during the 47<sup>th</sup> AGM. If there is time constraint in answering the questions, the responses will be emailed to you after the meeting.
- If you are using a smartphone to participate in the meeting, please download Zoom Cloud Meetings App from the Google Play Store or App Store before the meeting.
- Please take note that the quality of the live streaming is dependent on the bandwidth and stability of the internet connection at your location and the device you use.
- Please select the <<Voting>> option located next to <<Join Meeting>> to indicate your votes for the resolutions that are tabled for voting.
- Voting session will commence once the Chairman declares that the voting platform is activated. The voting session will end upon declaration by the Chairman.
- Please cast your vote on all resolutions as appeared on the screen and submit your votes. Once submitted, your votes will be final and cannot be changed.
- The RPV facilities will end and the Q&A platform will be disabled the moment the Chairman announces the closure of the 47<sup>th</sup> AGM.

### **HELPLINE CONTACT**

In the event you encounter any issues with logging-in, connection to the live stream meeting or online voting, kindly call Metra Management Sdn. Bhd. at 010-5265490 or email to [corporate@mweh.com.my](mailto:corporate@mweh.com.my) for assistance.

## **PROXY**

The 47<sup>th</sup> AGM will be conducted on a virtual basis. If you are unable to participate in the 47<sup>th</sup> AGM, you may appoint the Chairman of the Meeting as proxy and indicate the voting instructions in the Form of Proxy.

### **(i) In hard copy form:**

- If you wish to appoint proxy(ies) to participate in the 47<sup>th</sup> AGM using the RPV Facilities, please submit your Form of Proxy to the following address not less than 48 hours before the time appointed for holding the 47<sup>th</sup> AGM or any adjournment thereof, otherwise the Form of Proxy shall be treated as invalid: -

***The Company Secretaries of Magnum Berhad***  
35th Floor Menara Multi-Purpose, Capital Square,  
No. 8 Jalan Munshi Abdullah, 50100 Kuala Lumpur

- Corporate representatives of corporate shareholders must deposit their original certificate of appointment of corporate representative to ***The Company Secretaries of Magnum Berhad*** not less than 48 hours before the time appointed for holding the 47<sup>th</sup> AGM or any adjournment thereof, in order to participate in the 47<sup>th</sup> AGM via the RPV Facilities.
- Attorneys appointed by power of attorney are to deposit their power of attorney to ***The Company Secretaries of Magnum Berhad*** not less than 48 hours before the time appointed for holding the 47<sup>th</sup> AGM or any adjournment thereof, in order to participate in the 47<sup>th</sup> AGM via the RPV Facilities.
- Shareholders who have appointed a proxy or attorney or authorised representative to participate at the 47<sup>th</sup> AGM via the RPV Facilities must ensure that his/her proxy or attorney or authorised representative register himself/herself at the Metra Portal prior to the 47<sup>th</sup> AGM.

### **(ii) By electronic means:**

- The proxy appointment must be made electronically via Metra Portal's at [www.metramanagement.com.my](http://www.metramanagement.com.my) (Domain Registration No. D1A403946). Kindly refer to the ***Procedure for Electronic Submission of Form of Proxy*** set out in **ANNEXURE A**.

For option (ii) above, the Company may request any member to deposit his/her original executed Form of Proxy to its Registered Office before or on the day of meeting for verification purpose.

## **POLL VOTING**

1. The voting at the 47<sup>th</sup> AGM will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed its Share Registrar, Metra, as a Poll Administrator to conduct the poll by way of online remote voting using the RPV Facilities and Symphony Corporate Services Sdn. Bhd. as Scrutineers to verify the poll results.
2. The online remote voting session will commence once the Chairman declares that the voting platform is activated. The voting session will end upon declaration by the Chairman. Please refer to item (v) above for the online remote voting procedures using the RPV Facilities.
3. Upon completion of the voting session, the Scrutineers will verify the poll results followed by the declaration of results by the Chairman.

### **REVOCAATION OF PROXY**

If you have submitted your Form of Proxy and subsequently decide to appoint another person or wish to participate in the 47<sup>th</sup> AGM by yourself, please write in to **The Company Secretaries of Magnum Berhad** to revoke the earlier appointed proxy not less than 48 hours before the time appointed for holding the 47<sup>th</sup> AGM or any adjournment thereof.

### **RECORDING**

Unauthorised recording of the proceedings of the 47<sup>th</sup> AGM is strictly prohibited.

### **RECORD OF DEPOSITORS ("ROD") FOR THE 47<sup>th</sup> AGM**

Only shareholders whose names appear on the ROD as at **10 MAY 2023**, shall be entitled to participate or appoint proxy(ies) to participate at the 47<sup>th</sup> AGM via the RPV Facilities.

### **NO DOOR GIFT**

There will be NO DISTRIBUTION of door gift or e-vouchers for participating in the 47<sup>th</sup> AGM.

### **ENQUIRIES**

If you have any enquiries relating to the 47<sup>th</sup> AGM, please contact the Share Registrar during office hours from 8:30 a.m. to 5:00 p.m. on Mondays to Fridays as follows: -

Metra Management Sdn. Bhd. (1980001008385)(62169-A)  
35th Floor, Menara Multi-Purpose, Capital Square,  
No. 8 Jalan Munshi Abdullah, 50100 Kuala Lumpur

Telephone Number : 03-2698 3232  
Fax Number : 03-2698 0313  
Email : corporate@mweh.com.my

### **PERSONAL DATA PRIVACY**

By lodging and subscribing for a user account with the Metra Portal for appointing a proxy(ies) and/or representative(s) to participate and vote remotely at the 47<sup>th</sup> AGM using the RPV Facilities, the shareholder/proxy holder/representative accepts and agrees to the personal data privacy terms.

## **ANNEXURE A**

### **PROCEDURE FOR ELECTRONIC SUBMISSION OF FORM OF PROXY**

Dear Valued Shareholders of **MAGNUM BERHAD**,

We are pleased to inform that you have the option to submit your Form of Proxy by electronic means through the Metra Management Sdn. Bhd. ("Metra") Portal at [www.metramanagement.com.my](http://www.metramanagement.com.my) (Domain Registration No. D1A403946) ("E-proxy form").

To submit the E-proxy form via the Metra Portal, kindly read and follow the guidance notes set out below: -

1. Sign up as a user in Metra Portal at [www.metramanagement.com.my](http://www.metramanagement.com.my) (Domain Registration No. D1A403946)

- Click Login/Register followed by <<Register New User>> to register as a new user.
- Complete the registration by filling up the information required and upload a clear copy of your MyKAD (both front and back) or Passport.
- Read and agree the terms and conditions and thereafter, submit your registration.
- Please enter a valid email address in order for you to receive the verification email from Metra.
- Your registration will be verified and approved by Metra. Once approved, an email notification will be sent to you.
- If you are already an existing user with Metra Portal, you are not required to register again.

2. Proceed with submission of E-proxy form

- After the announcement of the Notice of the Meeting been made by the Company, you may login to Metra Portal with your user name (i.e. email address) and password.
- Click "**E-PROXY LODGEMENT**" and select "MAGNUM BERHAD" for the submission of the E-proxy form.
- Appoint your proxy(ies) or the Chairman of the Meeting and complete the particulars of your proxy(ies) to vote on your behalf.
- Review and confirm your proxy(ies) appointment.
- Read and agree to the terms and conditions, and thereafter, submit your E-proxy form.
- An email notification will be sent to you to acknowledge your submission.

Should you need any assistance on your E-proxy form submission, please contact Metra below.

Thank you.

Metra Management Sdn. Bhd. (1980001008385) (62169-A)  
35th Floor, Menara Multi-Purpose,  
Capital Square, No. 8, Jalan Munshi Abdullah,  
50100 Kuala Lumpur, Malaysia.  
Tel No.: +603-2698 3232  
Mobile No.: +6010 526 5490  
Fax No.: +603-2698 0313  
Email: [corporate@mweh.com.my](mailto:corporate@mweh.com.my)