



CAB CAKARAN CORPORATION BERHAD
(200201015998) (583661-W)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE TWENTY SECOND ANNUAL GENERAL MEETING (“22ND AGM”)

Day and Date : Monday, 25 March 2024
Time : 10.30 a.m.
Venue : The Conference Room, Third Floor, CAB Cakaran Corporation Berhad, Plot 21,
Lorong Jelawat 4, Seberang Jaya Industrial Park, Seberang Jaya, 13700 Perai, Penang

REGISTRATION ON THE DAY OF AGM

1. The registration counter will be open at 9.30 a.m. on Monday, 25 March 2024 and will remain open until the conclusion of the 22nd AGM or such time as may be determined by the Chairman of the meeting.
2. Please present your original MyKAD or Passport (for non-Malaysians) to the registration staff for verification purposes. Please ensure the original MyKAD or Passport is returned to you thereafter.
3. Please take note that no person will be allowed to register on behalf of another person, even with the original MyKAD or Passport of that person.
4. Upon verification, shareholders or proxies are required to write their names and sign on the Attendance List placed on the registration table. Shareholders or proxies will also be given the voting slip for voting purposes.

CORPORATE MEMBERS

Corporate members who wish to appoint corporate representatives instead of a proxy to attend and vote at the 22nd AGM must deposit their original or duly certified certificate of appointment of corporate representative to the Company’s Registered Office.

Attorneys appointed by power of attorney are required to deposit their power of attorney with the Company’s Registered Office **not later than Saturday, 23 March 2024 at 10.30 a.m.** to attend and vote at the 22nd AGM.

PROXY

Members who are unable to attend the AGM and wish to exercise their votes are encouraged to appoint a proxy or the Chairman of the meeting to attend and vote on your behalf at the 22nd AGM and indicate the voting instructions in the Form of Proxy in accordance with the notes and instruction printed therein.

The appointment of proxy may be made in hard copy form or by electronic form in the following manner and must be received by the Company at least forty-eight (48) hours before the time appointed for holding the 22nd AGM or any adjournment thereof, otherwise the Form of Proxy shall not be treated as valid:-

a. In hard copy form

In case of appointment made in hard copy form, the Form of Proxy must be deposited at the Company’s Registered Office at Suite A, Level 9, Wawasan Open University, 54, Jalan Sultan Ahmad Shah, 10050 Georgetown, Penang **not later than Saturday, 23 March 2024 at 10.30 a.m.**

b. By Electronic means

You may also submit the Form of Proxy electronically via TIIH Online website at <https://tiih.online> not later than **Saturday, 23 March 2024 at 10.30 a.m.** Please do read and follow the procedures below to submit Form of Proxy electronically.

ELECTRONIC LODGMENT OF PROXY FORM

The procedures to lodge your proxy form electronically via Tricor’s TIIH Online website are summarised below:

Procedure	Action
i. Steps for Individual Shareholders	
Register as a User with TIIH Online	<ul style="list-style-type: none"> ▪ Using your computer, please access the website at https://tiih.online. Register as a user under the “e-Services”. Please refer to the tutorial guide posted on the homepage for assistance. ▪ If you are already a user with TIIH Online, you are not required to register again.
Proceed with submission of form of proxy	<ul style="list-style-type: none"> ▪ After the release of the Notice of Meeting by the Company, login with your username (i.e. email address) and password. ▪ Select the corporate event: CAB CAKARAN CORPORATION BERHAD 22ND AGM - SUBMISSION OF PROXY FORM”. ▪ Read and agree to the Terms and Conditions and confirm the Declaration. ▪ Insert your CDS account number and indicate the number of shares for your proxy(s) to vote on your behalf. ▪ Appoint your proxy/proxies and insert the required details of your proxy/proxies or appoint the Chairman as your proxy. ▪ Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide on your votes. ▪ Review and confirm your proxy(s) appointment. ▪ Print the form of proxy for your record.
ii. Steps for corporation or institutional shareholders	
Register as a User with TIIH Online	<ul style="list-style-type: none"> ▪ Access TIIH Online at https://tiih.online ▪ Under e-Services, the authorised or nominated representative of the corporation or institutional shareholder selects “Create Account by Representative of Corporate Holder”. ▪ Complete the registration form and upload the required documents. ▪ Registration will be verified, and you will be notified by email within one (1) to two (2) working days. ▪ Proceed to activate your account with the temporary password given in the email and re-set your own password. <p>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 our Share Registrar if you need clarifications on the user registration.</p>

Proceed with submission of form of proxy	<ul style="list-style-type: none"> ▪ Login to TIIH Online at https://tiih.online ▪ Select the corporate event: “CAB CAKARAN CORPORATION BERHAD 22ND AGM – SUBMISSION OF PROXY FORM” ▪ Agree to the Terms & Conditions and Declaration. ▪ Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein. ▪ Prepare the file for the appointment of proxies by inserting the required data. ▪ Login to TIIH Online, select corporate event: “CAB CAKARAN CORPORATION BERHAD 22ND AGM - Submission of Proxy Form”. ▪ Proceed to upload the duly completed proxy appointment file. ▪ Select “Submit” to complete your submission. ▪ Print the confirmation report of your submission for your record.
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GENERAL MEETING RECORD OF DEPOSITORS

For the purpose determining who shall be entitled to attend the 22nd AGM, the Company will be requesting Bursa Malaysia Depository Sdn. Bhd. to issue a General Meeting Record of Depositors as at **18 March 2024** and only a depositor whose name appears on such Record of Depositors shall be entitled to attend the said meeting.

NO RECORDING OR PHOTOGRAPHY

No recording or photography of the 22nd AGM proceedings is allowed without prior written permission of the Company.

ENQUIRY

If you have any enquiry prior to the meeting, you may contact our Share Registrar during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except public holidays):

Tricor Investor & Issuing House Services Sdn Bhd		
Telephone Number	General Line	603-2783 9299
Contact Person	Ms Nor Faeayzah	603-2783 9274 Nor.Faeayzah@my.tricorglobal.com
	Ms Nur Shafikah	603-2783 9293 Nur.Shafikah@my.tricorglobal.com
	Mr Ashvinder Singh	603-2783 7962 ashvinder.singh@my.tricorglobal.com
Fax Number	603-2783 9222	
Email	is.enquiry@my.tricorglobal.com	