



*"the shipping people"*

## **E.A. TECHNIQUE (M) BERHAD**

Registration No. 199301001779 (256516-W)  
(Incorporated in Malaysia)

### **Administrative Guide to submit proxy form**

#### **Extraordinary General Meeting ("EGM") of E.A. Technique (M) Berhad**

**Date & Time :** Monday, 24 June 2024 at 1:00 p.m., or immediately after the conclusion of the Company's 30<sup>th</sup> Annual General Meeting scheduled to be held at the same venue on the same day at 12:00 p.m., whichever is later, or at any adjournment thereof

**Venue :** Key 2, Level 7, St. Giles Southkey Johor Bahru Hotel, Mid Valley Southkey, 1, Persiaran Southkey 1, Kota Southkey, 80150 Johor Bahru, Johor, Malaysia

#### **APPOINTMENT OF PROXY**

Only members whose names appear on the Record of Depositors as at **14 June 2024** shall be eligible to attend, speak and vote at the EGM or appoint a proxy(ies) and/or the Chairman of the Meeting to attend and vote on his/her behalf.

Shareholders who appoint proxy(ies) to participate EGM must ensure that the duly executed Form of Proxy are deposited in a hard copy form or by electronic means to Tricor no later than **Saturday, 22 June 2024 at 1:00 p.m.**

The appointment of a proxy may be made in a hard copy form or by electronic means in the following manner: -

- (i) **In hard copy form**  
In the case of an appointment made in hard copy form, the proxy form must be deposited with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn Bhd, Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.
- (ii) **By electronic form**  
The proxy form can be electronically lodged with the Share Registrar of the Company via TIIH Online at <https://tiih.online>. Kindly refer to procedures below for electronic lodgement of proxy form.

	<b>Procedure</b>	<b>Action</b>
<b>i. Steps for Individual Members</b>		
(a)	Register as a User with Tricor's TIIH Online website	<ul style="list-style-type: none"> <li>Using your computer, please access the website at <a href="https://tiih.online">https://tiih.online</a> Register as a user under the "e-Services". Please do refer to the tutorial guide posted on the homepage for assistance.</li> <li>If you are already a user with TIIH Online, you are not required to register again.</li> </ul>
(b)	Proceed with submission of Form of Proxy	<ul style="list-style-type: none"> <li>After the release of the Notice of Meeting by the Company, login with your user name (i.e. email address) and password. Select the corporate event: <b>"E.A. TECHNIQUE (M) BERHAD EGM – Submission of Proxy Form"</b>.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Insert your CDS account number and indicate the number of shares for your proxy(ies) to vote on your behalf.</li> <li>Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote.</li> <li>Review and confirm your proxy(ies) appointment.</li> <li>Print Form of Proxy for your record.</li> </ul>

<b>iv. Steps for Corporation or Institutional Members</b>		
(a)	Register as an User with Tricor's TIIH Online website	<ul style="list-style-type: none"> <li>• Access TIIH online at <a href="https://tjih.online">https://tjih.online</a></li> <li>• Under e-Services, the authorised or nominated representative of the corporation or institutional member selects "<b>Create Account by Representative of Corporate Holder</b>".</li> <li>• Complete the registration form and upload the required documents.</li> <li>• Registration will be verified, and you will be notified by email within one (1) to two (2) working days.</li> <li>• Proceed to activate your account with the temporary password given in the email and re-set your own password.</li> </ul> <p><i>(Note: The representative of a corporation or institutional member must register as a user in accordance with the above steps before he/she can subscribe to this corporate member electronic proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.)</i></p>
(b)	Proceed with submission of Form of Proxy	<ul style="list-style-type: none"> <li>• Login to Tricor's TIIH Online website at <a href="https://tjih.online">https://tjih.online</a></li> <li>• Select the corporate event: "<b>E.A. TECHNIQUE (M) BERHAD EGM. – Submission of Proxy Form</b>".</li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>• Proceed to download the file format for "Submission of Proxy Form" in accordance with the Guidance Note set therein.</li> <li>• Prepare the file for the appointment of proxies by inserting the required data.</li> <li>• Proceed to upload the duly completed proxy appointment file.</li> <li>• Select "Submit" to complete your submission.</li> <li>• Print the confirmation report of your submission for your record.</li> </ul>

#### **ENQUIRY**

If you have any enquiries on the above, please contact the following persons 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 Line : +603-2783 9299

Fax Number : +603-2783 9222

Email : [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com)

Contact persons : Mohammad Khairudin : +603-2783 7973 [Mohamad.Khairudin@my.tricorglobal.com](mailto:Mohamad.Khairudin@my.tricorglobal.com)