



## PERAK CORPORATION BERHAD

Registration No.: 199101000605 (210915-U)  
(Incorporated in Malaysia)

### ADMINISTRATIVE GUIDE FOR THE EXTRAORDINARY GENERAL MEETING

- Date** : Monday, 31 January 2022
- Time** : 10.30 a.m.
- Meeting Platform** : TIIH Online website at <https://tiih.online> or <https://tiih.com.my>  
(Domain registration number with MYNIC: D1A282781)

### MODE OF MEETING

1. The extraordinary general meeting (“**EGM**”) of the Company will be conducted fully virtual through live streaming and online remote voting using the Remote Participation and Voting (“**RPV**”) facilities provided by Tricor Investor & Issuing House Services Sdn Bhd (“**Tricor**”) in Malaysia via its TIIH Online website at <https://tiih.online>.
2. According to the Revised Guidance Note and FAQs, an online meeting platform can be recognised as the meeting venue or place under Section 327(2) of Companies Act 2016 provided that the online platform is located in Malaysia.
3. Due to the constant evolving COVID-19 situation in Malaysia, we may be required to change the arrangements of our EGM at short notice, Kindy check the Company’s website or announcements for the latest updates on the status of the EGM.

### RPV FACILITIES

1. Shareholders are able to attend virtually, speak (in the form of real time submission of typed texts) and vote (collectively, “**participate**”) remotely at the EGM using the RPV provided by Tricor via its TIIH Online website at <https://tiih.online>. Please refer to the Procedure for RPV contained herein for more information.
2. A shareholder who has appointed a proxy(ies) or authorised representative(s) or attorney(s) to participate at the EGM via the RPV must request his/her proxy(ies) or authorised representative(s) or attorney(s) to register himself/herself for RPV at the TIIH Online website at <https://tiih.online>. Please refer to the Procedure for RPV contained herein for more information.

## PROCEDURES FOR RPV

Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) who wish to participate in the EGM will need to follow the requirements and procedures as summarised below:

	Procedure	Action
<b>BEFORE THE EGM</b>		
(a)	Sign-up as a user with TIIH Online	<ul style="list-style-type: none"> <li>Using your computer, access the TIIH Online website at <a href="https://tiih.online">https://tiih.online</a>. Sign-up as a user under “e-Services” select “<b>Create Account by Individual Holder</b>”. Refer to the tutorial guide posted on the homepage for assistance.</li> <li>User application will be approved within one (1) working day and you will be notified via email.</li> <li>If you are already a user with TIIH Online, you are not required to sign-up again. You will receive an email to notify you that remote participation is available for registration at TIIH Online.</li> </ul>
(b)	Submit your registration for RPV	<ul style="list-style-type: none"> <li>Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the EGM to ascertain their eligibility to participate at the EGM using the RPV. Pre-registration is open from Friday, 7 January 2022 until the day of the EGM, Monday, 31 January 2022.</li> <li>To register for RPV, visit the TIIH Online website and login with your user ID (i.e: email address) and password and select the corporate event: “<b>(REGISTRATION) PERAK CORPORATION BERHAD EGM</b>”.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select “Register for Remote Participation and Voting”.</li> <li>Review your registration and proceed to register.</li> <li>The system will send an email to notify you that your registration for remote participation is received and will be verified.</li> <li>After verification of your registration against the General Meeting Record of Depositors dated 25 January 2022, the system will send you an <b>email on 29 January 2022 to approve or reject</b> your registration for remote participation.</li> </ul> <p>(Note: Please allow sufficient time for approval as a new user of TIIH Online as well as the registration for RPV in order for you to log into TIIH Online and participate in the EGM remotely).</p>
<b>ON THE EGM DAY</b>		
(c)	Login to TIIH Online	<ul style="list-style-type: none"> <li>Login with your user ID and password for remote participation at the EGM at any time from 9.30 a.m. i.e. 1 hour before the commencement of meeting at 10.30 a.m. on Monday, 31 January 2022.</li> </ul>
(d)	Participate through Live Streaming	<ul style="list-style-type: none"> <li>Select the corporate event: “<b>(LIVE STREAM MEETING) PERAK CORPORATION BERHAD EGM</b>” to engage in the proceedings of the EGM remotely.</li> <li>If you have any question for the Chairman/Board, you may use the query box to transmit your question. The Chairman/ Board will endeavor to respond to questions submitted by you during the EGM. If there is time constraint, the responses will be e-mailed to you at the earliest possible, after the meeting.</li> </ul>

(e)	Online Remote Voting	<ul style="list-style-type: none"> <li>• Voting session commences from 10.30 am on Monday, 31 January 2022 until a time when the Chairman announces the end of the session.</li> <li>• Select the corporate event: "<b>(REMOTE VOTING) PERAK CORPORATION BERHAD EGM</b>" or if you are on the live stream meeting page, you can select "<b>GO TO REMOTE VOTING PAGE</b>" button below the Query Box.</li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>• Select the CDS account that represents your shareholdings.</li> <li>• Indicate your votes for the resolutions that are tabled for voting.</li> <li>• Confirm and submit your votes.</li> </ul>
(f)	End of remote participation	<ul style="list-style-type: none"> <li>• The live streaming will end upon the announcement by the Chairman on the conclusion of the EGM.</li> </ul>

### 1.1 NOTE TO USERS OF THE RPV FACILITIES:

1. Should your registration and application to join the EGM via RPV facilities be approved, we will make available to you the rights to join the live stream meeting and to vote remotely. Your login to TIH Online on the day of meeting will indicate your presence at the virtual meeting.
2. The quality of your connection to the live broadcast is dependent on the bandwidth and stability of the internet at your location and the device you use.
3. In the event you encounter any issues with logging-in, connection to the live stream meeting or online voting on the meeting day, kindly call Tricor Help Line at +6011-40805616 / +6011- 40803168 / +6011-40803169 / +6011-40803170 or e-mail to [tiih.online@my.tricorglobal.com](mailto:tiih.online@my.tricorglobal.com) for assistance.

### NO DOOR GIFT/ FOOD VOUCHER

There will be no distribution of door gifts or food vouchers for the EGM since the meeting is being conducted on a fully virtual basis.

We would like to thank our members for your kind co-operation and understanding in these challenging times.

### RECORD OF DEPOSITORS

The date of Record of Depositors for the EGM is Tuesday, 25 January 2022. As such, only members whose name appears in the Record of Depositors of Perak Corporation Berhad as at Tuesday, 25 January 2022 shall be entitled to attend the EGM and to participate, speak and vote thereat.

### 1.2 ENTITLEMENT TO PARTICIPATE AND APPOINTMENT OF PROXY

Only members whose name appear on the Record of Depositors as at Tuesday, 25 January 2022 shall be eligible to attend, speak and vote at the EGM or appoint proxy(ies) and/ or the Chairman of the Meeting to attend and vote on his/ her behalf.

In view that the EGM will be conducted on a virtual basis, a member can appoint the Chairman of the Meeting as his/ her proxy and indicate the voting instruction in the Proxy Form.

If you wish to participate in the EGM yourself, please do not submit any Proxy Form for the EGM. You will not be allowed to participate in the EGM together with a proxy appointed by you.

Accordingly, proxy forms and/ or documents relating to the appointment of proxy/corporate representative/attorney for the EGM whether in a hard copy form or by electronic means shall be deposited or submitted in the following manner not later than **Saturday, 29 January 2022 at 10.30 a.m.**:

(i) In hard copy form:

By hand or post to the office of the appointed Poll Administrator, Tricor Investor & Issuing House Services Sdn Bhd at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur or alternatively its Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur; or

(ii) By electronic means via TIIH Online

All shareholders can have the option to submit proxy forms electronically via TIIH Online and the steps to submit are summarised below:

### 1.3 PROCEDURE FOR ELECTRONIC SUBMISSION OF PROXY FORM

The procedures to submit your proxy form electronically via Tricor's **TIIH Online** website are summarised below:

Procedure	Action
<b>i. Steps for individual shareholders</b>	
Register as a User with TIIH Online	<ul style="list-style-type: none"><li>Using your computer, 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>
Proceed with submission of Proxy Form	<ul style="list-style-type: none"><li>After the release of the Notice of Meeting by the Company, login with your user ID (i.e. email address) and password.</li><li>Select the corporate event: <b>"PERAK CORPORATION 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>Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint Chairman as your proxy.</li><li>Indicate your voting instructions – FOR or AGAINST, otherwise your proxy(ies) will decide your votes.</li><li>Review and confirm your proxy(s) appointment.</li><li>Print proxy form for your record.</li></ul>
<b>ii. Steps for corporation or institutional shareholders</b>	
Register as a User With TIIH Online	<ul style="list-style-type: none"><li>Access TIIH Online at <a href="https://tiih.online">https://tiih.online</a>.</li><li>Under the "e-Services", the authorized or nominated representative of the corporation or institutional shareholder selects the "Sign Up" button and followed by <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 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 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 Investor &amp; Issuing House Services Sdn Bhd if you need clarifications on the user registration.)</i></p>

Proceed with submission of Proxy Form	<ul style="list-style-type: none"> <li>• Login to TIIH Online at <a href="https://tiih.online">https://tiih.online</a>.</li> <li>• Select the corporate event: <b>"PERAK CORPORATION 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>• Login to TIIH Online, select corporate event: <b>PERAK CORPORATION EGM – Submission of Proxy Form"</b>.</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 record.</li> </ul>
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### POLL VOTING

- The Voting at the EGM will be conducted by poll in accordance with Paragraph 8.29A of Bursa Malaysia Securities Berhad's Main Market Listing Requirements. The Company has appointed Tricor as Poll Administrator to conduct the poll by way of electronic voting and Scrutineer Solutions Sdn. Bhd. as Scrutineers to verify the poll results.
- Shareholders can proceed to vote on the resolutions at any time from the commencement of the EGM at 10.30 a.m. but before the end of the voting session which will be announced by the Chairman of the Meeting. Kindly refer to item(s) of the above procedures for RPV for guidance on how to vote remotely from TIIH Online website at <https://tiih.online>.
- Upon completion of the voting session for the EGM, the Scrutineers will verify and announce the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

### RECORDING OR PHOTOGRAPHY

Strictly **NO** unauthorised recording or photography of the proceedings of the EGM is allowed.

### 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 :

No.	Name	Contact No./Email
1.	Cik Nur Qaisara Naaila	DID: +6 03-2783 9272 Email: Nur.Qaisara.Naaila@my.tricorglobal.com
2.	Puan Nor Faeayzah Mat Sani	DID: +6 03-2783 9274 Email: Nor.Faeayzah@my.tricorglobal.com