



MENANG CORPORATION (M) BERHAD
[Registration No: 196401000240 (5383-K)]
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE FIFTY-SIXTH ANNUAL GENERAL MEETING (56th AGM)

Meeting Platform	:	DVote Online Website at https://Dvote.my
Day and Date	:	Wednesday, 30 December 2020
Time	:	10:00 a.m.
Broadcast Venue	:	Lot 9-11 Menara Sentral Vista, No. 150, Jalan Sultan Abdul Samad, Brickfields, 50470 Kuala Lumpur, Malaysia
Mode of Communication	:	Typed text in Online Meeting Platform during the 56th AGM

Dear Shareholders,

As a precautionary measure amid COVID-19 outbreak, the Company's forthcoming Annual General Meeting ("AGM") will be conducted virtually on our Meeting Platform using the Remote Participation and Voting ("RPV") Facilities, as the safety of our members, Directors, staff and other stakeholders who will attend the AGM is of paramount importance to us.

In line with the Malaysian Code on Corporate Governance Practice 12.3, by conducting a virtual AGM, this would facilitate greater shareholder participation as it facilitates electronic voting and remote shareholders' participation. With the RPV Facilities, you may exercise your right as a member of the Company to participate (including to pose questions to the Board of Directors and/or Management of the Company) and vote at the AGM. Alternatively, you may also appoint the Chairman of the Meeting as your proxy to attend and vote on your behalf at the AGM.

Kindly ensure that you are connected to the internet at all times in order to participate and vote when our virtual AGM has commenced. Therefore, it is your responsibility to ensure that connectivity for the duration of the meeting is maintained. Kindly note that the quality of the live webcast is dependent on the bandwidth and stability of the internet connection of the participants.

A. Broadcast Venue

Shareholders or proxies are **NOT ALLOWED** to participate the AGM via the Broadcast Venue as the venue is only meant to facilitate the conduct of the virtual AGM. Shareholders or proxies who turn up at the Broadcast Venue would be requested to leave the venue.

B. Entitlement to Participate in the AGM

In respect of deposited securities, only members whose names appear on the Record of Depositors on **23 December 2020** (General Meeting Record of Depositors) shall be eligible to participate in the meeting or appoint proxy(ies) to participate on his/her behalf.

C. Form(s) of Proxy

If you are unable to attend the AGM, you are encouraged to appoint a proxy or the Chairman of the Meeting as your and indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

Please ensure that the original form is deposited at our Share Registrar's office not less than twenty-four (24) hours before the time appointed for holding the meeting.

D. Voting Procedure & Virtual Meeting Facilities

Pursuant to Clause 87(i) of the Constitution of the Company and Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at the AGM will be conducted by poll. Poll administrator and Independent Scrutineers will be appointed to conduct the polling process and verify the results of the poll respectively.

The Company has appointed Dvote Services Sdn. Bhd. ("**Dvote**") as Poll Administrator to conduct the poll by way of electronic voting or online remote voting ("**e-voting**").

Kindly refer to item (2) below of the Procedures for RPV Facilities for guidance on how to vote remotely from Dvote Online website at <https://Dvote.my>.

During the Virtual 56th AGM, the Chairman of the Meeting will invite the Poll Administrator to brief on the e-Polling housekeeping rules. The voting session will commence as soon as the Chairman of the Meeting calls for the poll to be opened and until such time when the Chairman of the Meeting announces the closure of the poll.

Upon the conclusion of the poll session, the Scrutineers will verify the poll results followed by the declaration by the Chairman of the Meeting whether the resolutions put to vote were successfully carried or not.

Kindly follow the steps below on how to register, request for login ID and password:-

1. **REMOTE PARTICIPATION AND E-VOTING FACILITIES**

Members are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, "**Participate**") remotely at the Virtual 56th AGM using RPV Facilities provided by Dvote via its **Dvote Online** website at <https://Dvote.my>. Please refer to Procedure for RPV Facilities.

2. **PROCEDURES FOR RPV FACILITIES**

Member(s)/proxy(ies)/corporate representative(s)/attorney(s) who wish to participate in the Virtual 56th AGM remotely using the RPV Facilities are to follow the requirements and procedures as summarised below:

BEFORE MEETING DAY		
A. USER REGISTRATION		
	Procedure	Action
(a)	Sign-up as a user with Dvote Online	<p><i>Note: If you are already a user with Dvote Online, you are not required to sign-up again. You may proceed to sign-in using your email address and password.</i></p> <ul style="list-style-type: none"> • Access the website at https://Dvote.my. • Click on [Sign up] to register as a new user with Dvote Online. • Complete registration and upload softcopy of Malaysia Identification card (front and Back) or passport (foreigner(s)). <p>You will be notified via email once your user registration is accepted/rejected by Dvote Online.</p>
(b)	Register Meeting with Dvote Online	<ul style="list-style-type: none"> • Registration for Remote Participation will remain open from 24 December 2020 until the commencement of the polling during the Virtual 56th AGM. • Login to https://Dvote.my/user-login with your user ID (i.e.: email address) and password. • Select event: “Menang Corporation (M) Berhad – 56th Annual General Meeting” and click [Register]. • You will receive an email notifying on your registration for the remote participation and verification. • Once your registration has been verified against the Record of Depositors as at 23 December 2020, you will be notified via email whether your request for remote participation is approved/rejected. • If approved, you will receive an invitation email together with the meeting link to “<i>Join Meeting</i>”.

ON THE DAY OF VIRTUAL 56TH AGM		
	Procedure	Action
(a)	Join the Live Stream Meeting	<ul style="list-style-type: none"> • Click on “Join Meeting” link in the invitation email and you will be directed to the live streaming room. • You are advised to log in early, at least 20 minutes, before the Meeting time.
(b)	Post Questions during Live	<ul style="list-style-type: none"> • If you have any question(s) for the Board of Directors, you may use the “Post Question” box to transmit your question(s).
(c)	Online Voting during Live	<p>Click on [Proceed to Vote], to cast your votes for each resolution(s).</p> <ul style="list-style-type: none"> • Review your casted votes, confirm and submit your votes.
(d)	End of remote participation	<ul style="list-style-type: none"> • Upon the announcement by the Chairman on the closure of the Virtual 56th AGM, the live streaming room will end.

Notes to users of the RPV Facilities:

- The quality of the live streaming is highly dependent on the bandwidth and stability of the internet connection at the location of the user and the device of the user.
- Users are advised to afford themselves ample time to complete the log in process in advance of the meeting.
- In the event you encounter any issues with logging-in, connection to live streamed meeting or online voting on the meeting day, kindly call 603-22766138 and email to Dvoteservice@gmail.com for assistance.

E. No Distribution of Door Gifts or Food Vouchers

There will be no distribution of door gifts or food vouchers during the Virtual 56th AGM as the meeting is conducted on a fully virtual basis.

F. No Recording or Photography

No recording or photography of the AGM proceedings is allowed.

G. Enquiry

If you have any enquiries prior to the AGM, please contact the following during office hours from Monday to Friday (9.00 a.m. to 5.00 p.m.):-

For Agenda of the 56th AGM related:

Email : Jason.cheng@sshsb.com.my

For Pre-Registration via RPV Facilities:

DVOTE SERVICES SDN. BHD.

Name : Ms Sangetha / Mr Hugo

Telephone No. : 603-2276 6138

Email : Dvoteservice@gmail.com

Personal Data Policy

By registering for the remote participation and electronic voting meeting and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the member of the Company has consented to the use of such data for purposes of processing and administration by the Company (or its agents); and to comply with any laws, listing rules, regulations and/or guidelines. The member agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of warranty.