



## TECHNODEX BHD

[Registration No.: 200301025214 (627634-A)]  
(Incorporated in Malaysia)

### ADMINISTRATIVE NOTES FOR EIGHTEENTH (18<sup>th</sup>) ANNUAL GENERAL MEETING (“AGM”)

- Day and Date : Friday, 9 December 2022
- Time : 11:00 a.m. or at any adjournment thereof
- Broadcast Venue : Level 12, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia
- Online Meeting Platform : <https://meeting.boardroomlimited.my>  
(Domain Registration No. with MYNIC - D6A357657)
- Mode of Communication : (i) Submit questions to the Board of Directors prior to the 18<sup>th</sup> AGM via Boardroom’s website at <https://investor.boardroomlimited.com/> not later than 11:00 a.m. on Wednesday, 7 December 2022.  
(ii) Post questions to the Board of Directors via real time submission of typed text during live streaming of 18<sup>th</sup> AGM.

#### MODE OF MEETING

In line with the Government’s directive and the revised Guidance Note and Frequently Asked Questions (FAQs) on the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia on 7 April 2022, the 18<sup>th</sup> AGM of the Company will be conducted on a **fully virtual basis and via remote participation and electronic voting facilities through live streaming from the Broadcast Venue** (“Fully Virtual AGM”).

The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires the Chairman of the meeting to be present at the main venue of the meeting and in accordance with Clause 61 of the Company’s Constitution. Shareholders or proxies or attorneys or authorised representatives **WILL NOT BE ALLOWED** to be physically present at the Broadcast Venue on the day of the meeting.

#### ENTITLEMENT TO PARTICIPATE AND VOTE

In respect of deposited securities, only members whose names appear in the Record of Depositors on 2 December 2022 (“General Meeting Record of Depositors”) shall be eligible to attend, participate, speak (in the form of real time submission of typed texts) and vote (collectively, “participate”) at the AGM or appoint proxy(ies) to participate on his/her behalf.

#### PROXY FORM(S)

Shareholders are encouraged to go online and participate at the Fully Virtual AGM using remote participation and electronic voting facilities.

Shareholders who are unable to participate in our Fully Virtual AGM are encouraged to appoint the Chairman of the meeting as your proxy and indicate the voting instructions in the Proxy Form(s). Alternatively, you may use Boardroom Smart Investor Portal proxy appointment service to submit your proxy appointment.

Please take note that you must complete the Proxy Form(s) for the AGM should you wish to appoint a proxy(ies).

Please ensure that the original Proxy Form(s) is deposited at our Share Registrar’s office not less than forty-eight (48) hours before the time appointed for holding the meeting at the following address:-

#### Boardroom Share Registrars Sdn. Bhd.

Ground Floor or 11<sup>th</sup> Floor, Menara Symphony  
No. 5, Jalan Prof. Khoo Kay Kim  
Seksyen 13, 46200 Petaling Jaya  
Selangor Darul Ehsan, Malaysia  
General Line : 603-7890 4700

Alternatively, you may deposit your Proxy Form(s) by electronic means with the Share Registrar through Boardroom Smart Investor Online Portal at <https://investor.boardroomlimited.com/> to sign up as user and deposit your Proxy Form(s) electronically forty-eight (48) hours before the meeting.

## REVOCATION OF PROXY

If you have submitted your Proxy Form(s) and subsequently decide to appoint another person or wish to participate in our Fully Virtual AGM yourself, please write in to [bsr.helpdesk@boardroomlimited.com](mailto:bsr.helpdesk@boardroomlimited.com) to revoke the earlier appointed proxy forty-eight (48) hours before the meeting.

## VOTING PROCEDURE

The voting procedure will be conducted by poll in accordance with Rule 8.31A of the ACE Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Boardroom Share Registrars Sdn. Bhd. (“Boardroom”) as Poll Administrator to conduct the poll by way of electronic voting (“e-voting”) and Boardroom Corporate Services Sdn. Bhd. as Independent Scrutineer to verify and validate the poll results.

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

For the purposes of the Fully Virtual AGM, e-voting will be carried out via personal smart mobile phones, tablets or personal computers/laptops.

There are two (2) methods for members and proxies who wish to use their personal voting device to vote remotely. The methods are as follows:-

- (i) Use the QR Scanner Code given in the email received after successful registration; OR
- (ii) Navigate to the website URL <https://meeting.boardroomlimited.my>.

Upon the conclusion of the e-voting session, the Independent Scrutineer 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.

## REMOTE PARTICIPATION AND E-VOTING

Please note that the remote participation and e-voting is available to individual member, corporate shareholder, authorised nominee and exempt authorised nominee.

You will be able to view a live webcast of the AGM proceeding, ask questions and submit your votes in real time whilst the meeting is in progress.

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

Before the day of the AGM	
Step	Action
1. Register Online with Boardroom Smart Investor Portal (for first time registration)	[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register again. You may proceed to Step 2.] <ol style="list-style-type: none"><li>a. Access website <a href="https://investor.boardroomlimited.com/">https://investor.boardroomlimited.com/</a>.</li><li>b. Click &lt;&lt;Register&gt;&gt; to sign up as a user.</li><li>c. Complete registration and upload softcopy of MyKad (front and back) or Passport.</li><li>d. Please enter a valid email address and wait for Boardroom’s email verification.</li><li>e. Your registration will be verified and approved within one (1) business day and an email notification will be provided.</li></ol>
2. Submit Request for Remote Participation User ID and Password	[Note: The registration for remote access will be opened on Monday, 31 October 2022.] <p><b>Individual Members</b></p> <ol style="list-style-type: none"><li>a. Log in to <a href="https://investor.boardroomlimited.com/">https://investor.boardroomlimited.com/</a>.</li><li>b. Select “Corporate Meeting” from main menu and select the correct Corporate Event &lt;&lt;TECHNODEX BHD EIGHTEENTH (18TH) VIRTUAL AGM&gt;&gt; and click &lt;&lt;Enter&gt;&gt;.</li><li>c. Click on &lt;&lt;Register for RPEV&gt;&gt;.</li><li>d. Read and agree to the Terms &amp; Condition and click &lt;&lt;Next&gt;&gt;.</li><li>e. Enter your CDS Account Number and thereafter submit your request</li></ol>




## Before the day of the AGM

Step	Action
	<p><b>Appointment of Proxy</b></p> <ol style="list-style-type: none"> <li>a. Log in to <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> using your user ID and password from Step 1 above.</li> <li>b. Select “<b>TECHNODEX BHD EIGHTEENTH (18TH) VIRTUAL AGM</b>” from the list of Corporate Meetings and click &lt;&lt;Enter&gt;&gt;.</li> <li>c. Click on &lt;&lt;Submit eProxy Form&gt;&gt;.</li> <li>d. Read and accept the General Terms and Conditions by clicking &lt;&lt;Next&gt;&gt;.</li> <li>e. Enter your CDS Account Number and number of securities held.</li> <li>f. Select your proxy – either the Chairman of the meeting or individual named proxy(ies) and enter the required particulars of your proxy(ies).</li> <li>g. Indicate your voting instructions – “FOR” or “AGAINST” or “ABSTAIN”, if you wish to have your proxy(ies) to act upon his/her discretion, please indicate “DISCRETIONARY”.</li> <li>h. Review and confirm your proxy appointment.</li> <li>i. Click &lt;&lt;Apply&gt;&gt;.</li> <li>j. Download or print the eProxy form as acknowledgement.</li> </ol>
	<p><b>Corporate Shareholders, Authorised Nominee and Exempt Authorised Nominee</b></p> <ol style="list-style-type: none"> <li>a. Write in to <a href="mailto:bsr.helpdesk@boardroomlimited.com">bsr.helpdesk@boardroomlimited.com</a> by providing the name of Member, CDS Account Number accompanied with the Certificate of Appointment of Corporate Representative or Proxy Form to submit the request.</li> <li>b. Please provide a copy of Corporate Representative’s MyKad (Front and Back) or Passport as well as his/her email address.</li> </ol> <ul style="list-style-type: none"> <li>✓ You will receive notification(s) from Boardroom that your request(s) has/have been received and is/are being verified.</li> <li>✓ Upon system verification against the General Meeting Record of Depositors as at 2 December 2022, you will receive an email from Boardroom either approving or rejecting your registration for remote participation.</li> <li>✓ You will also receive your remote access user ID and password along with the email from Boardroom if your registration is approved.</li> <li>✓ Please note that the closing time to submit your request for remote participation User ID and Password is on Wednesday, 7 December 2022 at 11:00 a.m. (48 hours before the commencement of the AGM)</li> </ul>

## On the day of the AGM (9 December 2022)

3. Login to Virtual Meeting Portal	<p>[Please note that the quality of the connectivity to Virtual Meeting Portal for live web cast as well as for remote online voting is highly dependent on the bandwidth and the stability of the internet connectivity available at the location of the remote users.]</p> <ol style="list-style-type: none"> <li>a. The Virtual Meeting Portal which can be accessed via one of the following methods will be opened for login starting an hour (1 hour) before the commencement of AGM on Friday, 9 December 2022 at 11:00 a.m.: <ul style="list-style-type: none"> <li>• Scan the QR Code provided in the email notification; or</li> <li>• Navigate to the website at <a href="https://meeting.boardroomlimited.my">https://meeting.boardroomlimited.my</a></li> </ul> </li> <li>b. Follow the steps given to you in the email along with your remote access user ID and password to login to the Virtual Meeting Portal (Refer to Step 2 above).</li> </ol>
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## On the day of the AGM (9 December 2022)

Step	Action
4. Participate through Live	<p>[Note: Questions submitted online will be moderated before being sent to the Chairman to avoid repetition. All questions and messages will be presented with the full name and identity of the participant raising the question.]</p> <p>a. If you would like to view the live webcast, select the broadcast icon. </p> <p>b. If you would like to ask a question during the AGM, select the messaging icon. </p> <p>c. Type your message within the chat box, once completed click the send button.</p>
5. Online Remote Voting	<p>a. Once voting has been opened, the polling page  will appear with the resolutions and your voting choices.</p> <p>b. To vote simply select your voting direction from the options provided.</p> <p>c. To change your vote, simply select another voting direction.</p> <p>d. If you wish to cancel your vote, please press "Cancel".</p>
6. End of Remote Participation	<p>a. Upon the announcement by the Chairman on the closure of the AGM, the live webcast will end.</p> <p>b. You can now logout from Virtual Meeting Portal.</p>

### NO VOUCHERS/DOOR GIFTS

There will be NO VOUCHER(S) OR DOOR GIFT(S) for shareholders/proxies who participate in the Fully Virtual AGM.

### PRE-MEETING SUBMISSION OF QUESTIONS TO THE BOARD OF DIRECTORS

In order to enhance the efficiency of the proceedings of the 18<sup>th</sup> AGM, shareholders may submit questions to the Company via Boardroom's website at <https://investor.boardroomlimited.com/> not later than Wednesday, 7 December 2022 at 11:00 a.m. (48 hours before the commencement of the AGM) or select the messaging icon in the virtual meeting portal to transmit questions via remote participation and electronic voting facilities during live streaming of the 18<sup>th</sup> AGM. If time permits, the Chairman and the Board of Directors will endeavour their best to respond to the questions submitted by the shareholders which are related to the resolutions to be tabled at the AGM. The shareholders are encouraged to submit questions before the 18<sup>th</sup> AGM.

### RECORDING OR PHOTOGRAPHY AT THE AGM

Strictly no recording or photography of the AGM proceedings is allowed.

### ENQUIRY

If you have any enquiries prior to the AGM, please contact the following during office hours on Mondays to Fridays (except on public holidays):-

#### Boardroom Share Registrars Sdn. Bhd.

General Line : 603-7890 4700

Fax No. : 603-7890 4670

Email : bsr.helpdesk@boardroomlimited.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.