9th AGM of Karex Berhad Administrative Details

Date	29 November 2021 (Monday)
Time	10.00 am
Meeting Platform	https://meeting.boardroomlimited.my (Domain Registration No. with MYNIC - D6A357657)

VIRTUAL MEETING

In view of the COVID-19 pandemic and to safeguard the wellbeing of Karex Berhad's (the "Company") shareholders, employees and directors, the 9th Annual General Meeting ("AGM") will be conducted virtually via the online meeting platform.

The conduct of a fully virtual AGM is in line with the revised Guidance Note and Frequently Asked Questions ("the Revised Guidance Note and FAQ") by the Securities Commission Malaysia on 16 July 2021. The Revised Guidance Note and FAQ states that in a fully virtual general meeting, all meeting participants including the Chairperson of the meeting, board members, senior management and shareholders are required to participate in the meeting online. Physical gatherings no matter how small are prohibited.

According to the Revised Guidance Note and FAQ, an online meeting platform can be recognised as the meeting venue or place under Section 327(2) of the Companies Act 2016 provided that the online platform is located in Malaysia.

We strongly encourage you to participate in the fully virtual AGM via the Virtual Meeting Facilities provided to 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 AGM 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 to participate and vote when our virtual AGM has commenced. Therefore, it is your responsibility to ensure that connectivity for the duration of the AGM 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.

ENTITLEMENT TO PARTICIPATE AND VOTE

Only a depositor whose name appears on our Record of Depositors as at **22 November 2021** shall be entitled to attend, participate and vote at the AGM or appoint a proxy(ies) to participate and vote on his/her behalf by returning the proxy form.

LODGEMENT OF PROXY FORM

If you are unable to attend the AGM via online meeting platform and wish to appoint the Chairman of the AGM as your proxy to vote on your behalf, please deposit your proxy form at the registered office of the Company at **10th Floor, Menara Hap Seng, No. 1 & 3 Jalan P. Ramlee, 50250 Kuala Lumpur** via post/courier/by hand not less than forty-eight (48) hours before the time set for holding the AGM or any adjournment thereof.

Alternatively, the proxy appointment may also be lodged electronically at https://investor.boardroomlimited.com, which is free and available to all individual shareholders, not less than forty-eight (48) hours before the time set for holding the meeting or any adjournment thereof, and in default the instrument of proxy shall not be treated as valid. For further information, kindly refer to the "Electronic Lodgement of Form of Proxy" below:

Step 1 Register Online with Boardroom Smart Investor Portal (for first time registration only)

a. Access website https://investor.boardroomlimited.com
b. Click <<**Register**>> to sign up as a user.
c. Complete the registration and upload a softcopy of your MyKAD/Identification Card (front and back) or Passport.
d. Please enter a valid email address and wait for Boardroom's email verification.
e. Your registration will be verified and approved within one (1) business day and an email notification will be provided.

Step 2 eProxy Lodgement

a. Log in to https://investor.boardroomlimited.com using your user ID and password from Step 1 above.
b. Select **KAREX BERHAD 9TH ANNUAL GENERAL MEETING** from the list of Corporate Meetings and click "Enter".
c. Click on "**Submit eProxy Form**".
d. Read and accept the General Terms and Conditions by clicking "**Next**".
e. Enter your CDS Account Number and number of securities held. Select your proxy – either the Chairman of the meeting or individual named proxy(ies) and enter the required particulars of your proxy(ies).
f. Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote.
g. Review and confirm your proxy appointment.
h. Click "Apply".
i. Download or print the eProxy form as acknowledgement.

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

REVOCATION OF PROXY

If you have submitted your Proxy Form prior to the AGM and subsequently decide to appoint another person or wish to participate in the AGM yourself, please write in to BSR.Helpdesk@boardroomlimited.com to revoke the earlier appointed proxy(ies) at least forty-eight (48) hours before the AGM. On revocation, your proxy(ies) will not be allowed to participate in the AGM. In such event, you should advise your proxy(ies) accordingly.

VOTING PROCEDURES

The voting 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 Boardroom Share Registrars Sdn. Bhd. as the Poll Administrator to conduct the poll by way of electronic voting (e-Voting) and SKY Corporate Services Sdn. Bhd. as Independent Scrutineer to verify the poll results.

During the AGM, the Chairman will invite the Poll Administrator to provide a brief on the e-Voting housekeeping rules.

For the purpose of this AGM, e-Voting can be carried out by using either personal smart mobile phones, tablets, personal computers or laptops.

The polling will only commence after the opening of the poll announcement is conducted by the Chairman and until such time when the Chairman announces the closure of poll.

The Independent Scrutineer will verify the poll result reports upon closing of the poll by the Chairman. Thereafter, the Chairman will announce and declare whether the resolutions put to vote were successfully carried or otherwise.

9th AGM of Karex Berhad Administrative Details

BEFORE AGM DAY

Step 1 Register online with Boardroom Smart Investor Portal **(for first time registration only)**	(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 to submit your request for Remote Participation user ID and Password.) • Access website https://investor.boardroomlimited.com • Click <<**Register**>> to sign up as a user. • Complete registration and upload softcopy of MyKad (front and back) or Passport. • Please enter a valid email address. • Your registration will be verified and approved within one (1) business day and an email notification will be provided.
Step 2 Submit Request for Remote Participation	(Note: The registration for remote access will be opened on **1 November 2021**. Please note that the closing time to submit your request is not less than forty-eight (48) hours before the time of holding the AGM) **Individual Members** • Login to https://investor.boardroomlimited.com using your user ID and password above. • Select **KAREX BERHAD 9TH ANNUAL GENERAL MEETING** from the list of Corporate Meetings and click "**Enter**". • Click on "**Register for RPEV**". • Enter your CDS Account and thereafter submit your request. **Corporate Shareholders** • Write in to BSR.Helpdesk@boardroomlimited.com 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. • Please provide a copy of Corporate Representative's MyKad (Front and Back) or passport as well as his/her email address. **Authorised Nominee and Exempt Authorised Nominee** • Write in to BSR.Helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Proxy Form to submit the request. • Please provide a copy of Proxy holder's MyKad/ Identification Card (Front and Back) or Passport as well as his/her email address.
Step 3 Email Notification	• You will receive notification from Boardroom that your request(s) has been received and is being verified. • Upon system verification against the Record of Depositors of the AGM as at **22 November 2021**, you will receive an email from Boardroom either approving or rejecting your registration for remote participation. • If your registration is approved, you will also receive your remote access user ID and password in the same email from Boardroom. • Please note that the closing date and time to submit your request is by **Saturday, 27 November 2021 at 10.00 am**.

ON THE DAY OF THE AGM

Step 4 Login to Virtual Meeting Platform	(Note: 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) • The Virtual Meeting Platform will be opened for login one (1) hour before the commencement of the AGM. • The Meeting Platform can be accessed via one of the following methods: √ Scan the QR Code provided in the email notification; or √ Navigate to the website at https://meeting.boardroomlimited.my • Insert the Meeting ID No. and sign in with the user ID and password provided to you via the email notification in Step 3.
Step 5 Participate	(Note: Please follow the User Guides provided in the confirmation email above to view the live webcast, submit questions and vote) • If you would like to view the live webcast, select the broadcast icon. • If you would like to ask a question during the AGM, select the messaging icon. • Type your message within the chat box, once completed click the send button.
Step 6 Voting	• Once the AGM is opened for voting, the polling icon will appear with the resolutions and your voting choices until the Chairman declares the end of the voting session. • To vote, select your voting direction from the options provided. A confirmation message will appear to show your vote has been received. • To change your vote, re-select another voting direction. • If you wish to cancel your vote, please press “Cancel”.
Step 7 End of Participation	• Upon the announcement by the Chairman on the closure of the AGM, the live webcast will end and the messaging window will be disabled. • You can now logout from the Meeting Platform.

GIFT POLICY

There will be no distribution of door gifts or vouchers for shareholders/proxies who participate at the AGM.

RECORDING/PHOTOGRAPHY

No recording or photography of the AGM proceedings is allowed without prior written permission or consent.

ENQUIRY

If you have any enquiries prior to the AGM or if you wish to request for technical assistance to participate in the fully virtual meeting, please contact Boardroom during office hours from Monday to Friday (8.30 am to 5.30 pm), details as follows:

Boardroom Share Registrars Sdn. Bhd.

Address : 11th Floor, Menara Symphony
No. 5 Jalan Professor Khoo Kay Kim
Seksyen 13
46200 Petaling Jaya
Selangor Darul Ehsan Malaysia
General Line : 603-7890 4700 (Helpdesk)
Fax Number : 603-7890 4670
Email : BSR.Helpdesk@boardroomlimited.com