

**NOTICE OF ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN THAT** the Seventeenth Annual General Meeting ("17th AGM" or "Meeting") of COMPUGATES HOLDINGS BERHAD ("Compugates" or "the Company") will be held and conducted on a fully virtual basis through live streaming and online remote voting using remote participation and voting facilities on an online meeting platform via TIH Online website at <https://tjih.online> provided by Tricor Investor & Issuing House Services Sdn Bhd in Malaysia on Monday, 30 May 2022 at 11.00 a.m. for the following purposes:

**AGENDA**

**AS ORDINARY BUSINESS**

1. To receive the Audited Financial Statements for the financial year ended 31 December 2021 together with the Reports of the Directors and Auditors thereon. (Please refer to the Note 2)
2. To approve the payment of Directors' fees of up to RM276,000.00 for the financial year ending 31 December 2022. (Ordinary Resolution 1)
3. To re-elect Madam See Thoo Chan as Director of the Company, who retires by rotation in accordance with Clause 134 of the Company's Constitution and who being eligible, has offered herself for re-election. (Ordinary Resolution 2)
4. To re-appoint Grant Thornton Malaysia PLT as Auditors of the Company until the conclusion of the next annual general meeting and to authorise the Directors to fix their remuneration. (Ordinary Resolution 3)

**AS SPECIAL BUSINESS**

To consider and if thought fit, pass with or without any modifications, the following resolutions:

5. **Ordinary Resolution**  
**Proposed Retention of Independent Non-Executive Directors**
  - (i) "THAT Tan Sri Datuk Asmat Bin Kamaludin, who has served the Board as an Independent Non-Executive Director of the Company for a cumulative term of more than nine (9) years, shall continue to act as an Independent Non-Executive Director of the Company." (Ordinary Resolution 4)  
(Please refer to the Note 3)
  - (ii) "THAT Encik Mohamed Fauzi Bin Omar, who has served the Board as an Independent Non-Executive Director of the Company for a cumulative term of more than nine (9) years, shall continue to act as an Independent Non-Executive Director of the Company." (Ordinary Resolution 5)  
(Please refer to the Note 3)
6. **Ordinary Resolution**  
**Authority to Allot and Issue Shares pursuant to Sections 75 and 76 of the Companies Act 2016** (Ordinary Resolution 6)  
(Please refer to the Note 4)

"THAT pursuant to Sections 75 and 76 of the Companies Act 2016, and subject to the approvals of the relevant governmental and/or regulatory authorities, the Directors of the Company be and are hereby empowered to allot and issue shares in the Company from time to time at such price, upon such terms and conditions, for such purposes and to such person or persons whomsoever as the Directors may, in their absolute discretion, deem fit, provided that the aggregate number of shares issued pursuant to this Resolution does not exceed twenty per centum (20%) of the total number of issued shares of the Company (excluding treasury shares, if any) for the time being to be utilised until 31 December 2022 as empowered by Bursa Malaysia Securities Berhad ("Bursa Securities") pursuant to Bursa Malaysia Berhad's letter dated 23 December 2021 on the extension of implementation period of the increased general mandate of twenty per centum (20%) for new issue of securities and provided further that the aggregate number of shares issued thereafter pursuant to this Resolution does not exceed ten per centum (10%) of the total number of issued shares of the Company (excluding treasury shares, if any) for the time being as stipulated under paragraph 6.03(1) of the Main Market Listing Requirements;

THAT the Directors of the Company be and are also empowered to obtain the approval from Bursa Securities for the listing of and quotation for the additional shares so issued;

AND THAT such authority shall continue in force until the conclusion of the next annual general meeting of the Company after the approval was given or at the expiry of the period within which the next annual general meeting is required to be held after the approval was given, whichever is earlier unless revoked or varied by an ordinary resolution of the Company at a general meeting."

7. To transact any other business of the Company of which due notice shall have been given in accordance with the Companies Act 2016 and the Company's Constitution.

By Order of the Board  
**COMPUGATES HOLDINGS BERHAD**

**CHEN WEE SAM (LS 0009709) (SSM PC No. 202008002853)**  
**HEW CHEE HAU (MIA 21967) (SSM PC No. 201908001291)**  
Company Secretaries  
Kuala Lumpur

29 April 2022

**Note 1: Appointment of Proxy(ies)**

- (i) All members, proxy(ies), corporate representative(s) and attorney(s) shall attend the 17th AGM online via TIH Online website at <https://tjih.online>.
- (ii) The online meeting platform at <https://tjih.online> is recognised as the main venue of the Meeting in Malaysia under Section 327(2) of the Companies Act 2016.
- (iii) A member of the Company entitled to attend and vote is entitled to appoint another person as his/her/its proxy to exercise all or any of his/her/its rights to attend, participate (including to pose questions to the Board of the Company) and vote in his/her/its stead.  
A member or his/her/its proxy(ies)/corporate representative(s)/attorney(s) must register himself/herself via the TIH Online website at <https://tjih.online> to attend, participate and vote remotely via the remote participation and voting facilities. Please follow the procedures and timeframe as set out in the Administrative Guide of the 17th AGM which is available from Company's announcement on Bursa Malaysia Berhad's website at [www.bursamalaysia.com](http://www.bursamalaysia.com) or Company's website at [www.compugates.com/annual-general-meeting](http://www.compugates.com/annual-general-meeting).  
A member or his/her/its proxy(ies)/corporate representative(s)/attorney(s) may pose his/her/their questions via the platform as set out in the Administrative Guide.
- (iv) A member of the Company may appoint not more than two (2) proxies to attend the Meeting, provided that the member specifies the proportion of his/her/its shareholdings to be represented by each proxy, failing which, the appointments shall be invalid.
- (v) A proxy may but need not be a member and there shall be no restriction as to the qualification of the proxy.
- (vi) Where a member is an Authorised Nominee as defined under the Securities Industry (Central Depositories) Act 1991, it may appoint at least one (1) proxy in respect of each Securities Account it holds with ordinary shares of the Company standing to the credit of the said Securities Account. Where a member of the Company is an Exempt Authorised Nominee which holds ordinary shares in the Company for multiple beneficial owners in one (1) securities account ("omnibus account"), there shall be no limit to the number of proxies which the Exempt Authorised Nominee may appoint in respect of each omnibus account it holds.
- (vii) The appointment of a proxy may be made in hard copy form or by electronic form in the following manner and the Form of Proxy submitted must be received by the Company not less than forty-eight (48) hours before the time for holding the Meeting or any adjournment thereof at which the person named in the Form of Proxy proposes to vote, or, in the case of a poll, not less than twenty-four (24) hours before the time appointed for the taking of the poll, and in default the instrument of proxy shall not be treated as valid.
  - (a) In hard copy:
    - By hand or by post to the office of the Share Registrar, 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, Wilayah Persekutuan Kuala Lumpur, Malaysia or at the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan Kuala Lumpur, Malaysia; or
    - By fax at 03-2783 9222 or e-mail to [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com); or
  - (b) By electronic form:
    - To submit Form of Proxy electronically via TIH Online at <https://tjih.online>
- (viii) The instrument appointing a proxy shall be in writing, and the power of attorney or other authority (if any) under which it is signed or a notarially certified copy thereof. An instrument appointing a proxy shall in the case of an individual, be signed by the appointor or by his/her attorney duly authorised in writing and in the case of a corporation, be either under its common seal or signed by its attorney or in accordance with the provision of its constitution or by an officer duly authorised on behalf of the corporation.
- (ix) In respect of deposited securities, only members whose names appear on the Record of Depositors on 23 May 2022, shall be eligible to attend, speak and vote at the Meeting or appoint proxy(ies)/corporate representative(s)/attorney(s) to attend, speak and vote on his/her/its behalf.
- (x) Pursuant to paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Securities, the resolutions set out in this Notice will be put to vote by way of poll.

**Explanatory Note on Ordinary Business**

**Note 2: Audited Financial Statements for the financial year ended 31 December 2021**  
The audited financial statements are laid in accordance with Section 340(1)(a) of the Companies Act 2016 for discussion only under Agenda 1. They do not require shareholders' approval and hence, will not be put forward for voting.

**Note 3: Proposed Retention of Independent Non-Executive Directors**  
The proposed Ordinary Resolutions 4 and 5, if passed, will allow Tan Sri Datuk Asmat Bin Kamaludin and Encik Mohamed Fauzi Bin Omar to be retained and continue to act as Independent Non-Executive Directors to fulfill the requirement of paragraph 15.02 of Bursa Securities' Main Market Listing Requirements. The full details of the Board's justification and recommendations for the retention of Tan Sri Datuk Asmat Bin Kamaludin and Encik Mohamed Fauzi Bin Omar as Independent Non-Executive Directors are set out on page 25 of the Corporate Governance Overview Statement in the Annual Report 2021.

Pursuant to practice 5.3 of the Malaysian Code on Corporate Governance published on 28 April 2021, the tenure of an independent director should not exceed a cumulative term limit of nine (9) years. Upon completion of the nine (9) years, an independent director may continue to serve on the Board as a non-independent director. If the Board intends to retain an independent director beyond nine (9) years, it should provide justification and seek annual shareholders' approval through a two-tier voting process.

Under the two-tier voting process, shareholders' votes will be cast in the following manner at the Meeting:

- > Tier 1: Only the \*Large Shareholder(s) of the Company votes; and
- > Tier 2: Shareholders other than \*Large Shareholders votes.

\*Large Shareholder means a person who –

- is entitled to exercise, or control the exercise of, not less than 33% of the voting shares in the Company;
- is the largest shareholder of voting shares in the Company;
- has the power to appoint or cause to be appointed a majority of the Directors of the Company; or
- has the power to make or cause to be made, decisions in respect of the business or administration of the Company, and to give effect to such decisions or cause them to be given effect to.

The decisions for the Ordinary Resolutions 4 and 5 are determined based on the vote of Tier 1 and a simple majority of Tier 2. If there is more than one (1) Large Shareholder, a simple majority of votes determine the outcome of Tier 1 vote. A resolution is deemed successful if both Tier 1 and Tier 2 votes support the resolution. However, the resolution is deemed to be defeated where the vote between the 2 tiers differs or where Tier 1 voter(s) abstained from voting.

**Note 4: Authority to Allot and Issue Shares Pursuant to Sections 75 and 76 of the Companies Act 2016**

As part of Bursa Securities' continuous support and assistance to listed issuers in these trying and challenging time amid the COVID-19 pandemic, Bursa Securities has via a Bursa Malaysia Berhad's letter dated 23 December 2021 granted an extension of implementation period of the increased general mandate of 20% for new issue of securities by way of private placement ("20% General Mandate"). This 20% General Mandate may be utilised by listed issuers to issue new securities until 31 December 2022 and thereafter, the general mandate of 10% for new issue of securities under paragraph 6.03(1) of the Main Market Listing Requirements will be reinstated.

Ordinary Resolution 6 is proposed for the purpose of obtaining a renewed General Mandate, which if passed, will empower the Directors of the Company, pursuant to Sections 75 and 76 of the Companies Act 2016 to allot and issue new ordinary shares in the Company from time to time provided that the aggregate number of shares issued pursuant to the General Mandate does not exceed 20% of the total number of issued shares (excluding treasury shares, if any) of the Company for the time being to be utilised until 31 December 2022, after that, the 10% limit under paragraph 6.03(1) of the Main Listing Requirements will be reinstated ("General Mandate").

The Board having considered the current economic climate and challenges arising from the global COVID-19 pandemic and future financial needs of the Company and its subsidiaries, is in the opinion that this General Mandate is the most appropriate avenue of fund raising at this juncture. This General Mandate will enable the Company to raise funds expeditiously without having to incur interest costs as compared to bank borrowings, thereby allowing the Company to preserve its cash flow. The funds raised will be used to finance the day-to-day operational expenses, working capital for the on-going projects or future projects/investments to ensure the long-term sustainability of the Company. The Board, having considered the current and prospective financial position, needs and capacity of the Company, is of the opinion that the General Mandate is in the best interest of the Company and its shareholders. The General Mandate, unless revoked or varied by the Company in a general meeting, will expire at the conclusion of the next annual general meeting of the Company after the approval was given or at the expiry of period within which the next annual general meeting is required to be held after the approval was given, whichever is earlier.

As at the date of this Notice, no new ordinary shares in the Company were issued pursuant to the general mandate granted to the Directors at the Sixteenth Annual General Meeting held on 30 June 2021 and it will lapse at the conclusion of the 17th AGM of the Company.

**STATEMENT ACCOMPANYING NOTICE OF 17th AGM**  
**Paragraph 8.27(2) of the Main Market Listing Requirements of Bursa Securities**

No notice in writing has been received by the Company nominating any candidate for election as Director at the 17th AGM of the Company. The Director who is due for retirement and seeking for re-election pursuant to the Company's Constitution is as set out in the Notice of 17th AGM and her profile is set out in the Directors' Profile of the Annual Report 2021.

For the purpose of determining the eligibility of the Director to stand for re-election at the 17th AGM, the Board through its Nomination Committee had assessed the retiring Director, and considered the following:

- (i) The Director's performance and contribution;
- (ii) The Director's skills, experience and strength in qualities; and
- (iii) The Director's ability to act in the best interest of the Company in decision-making.

# COMPUGATES®

## COMPUGATES HOLDINGS BERHAD

Registration No. 200401030779 (669287-H)  
(Incorporated in Malaysia)

### Administrative Guide for the Seventeenth Annual General Meeting (“17th AGM” or “Meeting”)

**Day, Date and Time** : **Monday, 30 May 2022 at 11.00 a.m.**

**Venue** : **Online Meeting Platform via TIIH Online website at <https://tiih.online> provided by Tricor Investor & Issuing House Services Sdn Bhd (“Tricor”) in Malaysia**

### PRECAUTIONARY MEASURES AGAINST THE CORONAVIRUS DISEASE (“COVID-19”)

- The Company will conduct its 17th AGM on an online meeting platform via TIIH Online website at <https://tiih.online> provided by Tricor. This fully virtual 17th AGM through live streaming and online remote voting using the remote participation and voting (“RPV”) facilities will allow the members or proxy(ies)/corporate representative(s)/attorney(s) to exercise their rights remotely.
- All meeting participants of the 17th AGM including the Chairperson of the Meeting, Board members, Senior Management and Shareholders are to participate in the Meeting online, which is in line with the revised Guidance Note and Frequently Asked Questions (“FAQ”) on the Conduct of General Meetings for Listed Issuers (“the Revised Guidance Note and FAQ”) issued by the Securities Commission Malaysia on 7 April 2022. 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 attend the 17th AGM via the RPV facilities. You may also consider appointing the Chairman of the Meeting as your proxy to attend and vote on your behalf at the 17th AGM.
- Kindly check the latest updates at the Company’s website at [www.compugates.com](http://www.compugates.com) or announcements on Bursa Malaysia Berhad’s website at [www.bursamalaysia.com](http://www.bursamalaysia.com).
- The Company will continue to observe the guidelines issued by the Ministry of Health, Malaysian National Security Council, Securities Commission Malaysia and other relevant authorities, and will take all relevant precautionary measures as advised.

### RPV FACILITIES

- The RPV facilities are available on Tricor’s TIIH Online website at <https://tiih.online>.
- A member or his/her/its proxy(ies)/corporate representative(s)/attorney(s) is/are to attend, participate (including to pose questions in the form of real time submission of typed texts) and vote remotely at the 17th AGM using RPV facilities.
- Kindly refer to procedures and requirements for RPV as set out below.

### PROCEDURES TO REMOTE PARTICIPATION AND VOTING VIA RPV FACILITIES

- Please read and follow the procedures below to engage in remote participation through live streaming and online remote voting at the 17th AGM using the RPV facilities:

## COMPUGATES HOLDINGS BERHAD

Registration No. 200401030779 (669287-H)

### Administrative Guide for the Seventeenth Annual General Meeting (“17th AGM” or “Meeting”) (Cont’d)

#### Before the 17th AGM Day

Procedure	Action
i. Register as a user with TIIH Online	<ul style="list-style-type: none"><li>Using your computer, access to website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the “e-Services” select “<b>Create Account by Individual Holder</b>”. Please refer to the tutorial guide posted on the homepage for assistance.</li><li>Registration as a user will be approved within one (1) working day and you will be notified via e-mail.</li><li>If you are already a user with TIIH Online, you are not required to register again. You will receive an e-mail to notify you that the remote participation is available for registration at TIIH Online.</li></ul>
ii. Submit your request to attend 17th AGM remotely	<ul style="list-style-type: none"><li>Registration is open from <b>Friday, 29 April 2022 at 11.00 a.m. until the day of 17th AGM on Monday, 30 May 2022</b>. Member(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the 17th AGM to ascertain their eligibility to participate at the 17th AGM using the RPV facilities.</li><li>Login with your user ID (i.e. e-mail address) and password and select the corporate event: <b>(Registration) COMPUGATES HOLDINGS BERHAD 17TH AGM 2022</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>System will send an <b>e-mail to notify</b> that your registration for remote participation is received and will be verified.</li><li>After verification of your registration against the Record of Depositors as at <b>23 May 2022</b>, the system will send you an <b>e-mail after 28 May 2022 to approve or reject</b> your registration for remote participation.</li></ul> <p><i>(Note: Please allow sufficient time for approval of new user of TIIH Online and-registration for the RPV).</i></p>

#### On the 17th AGM Day

Procedure	Action
i. Login to TIIH Online	<ul style="list-style-type: none"><li>Login with your user ID and password for remote participation at the 17th AGM at any time from 10.00 a.m. i.e. 1 hour before the commencement of Meeting at 11.00 a.m. on Monday, 30 May 2022.</li></ul>
ii. Participate through Live Streaming	<ul style="list-style-type: none"><li>Select the corporate event: <b>(Live Stream Meeting) COMPUGATES HOLDINGS BERHAD 17th AGM 2022</b> to engage in the proceedings of the 17th AGM remotely.</li></ul> <p>If you have any question for the Chairman/Board, you may use the query box to transmit your question. The Chairman/Board will try to respond to questions submitted by remote participants during the 17th AGM. If there is time constraint, the responses will be e-mailed to you at the earliest possible, after the Meeting.</p>
iii. Online remote voting	<ul style="list-style-type: none"><li>Voting session commences from <b>11.00 a.m. on Monday, 30 May 2022</b> until a time when the Chairman announces the end of the session.</li><li>Select the corporate event: <b>(Remote Voting) COMPUGATES HOLDINGS BERHAD 17th AGM 2022</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>
iv. End of remote participation	<ul style="list-style-type: none"><li>Upon the announcement by the Chairman on the conclusion of the 17th AGM, the Live Streaming will end.</li></ul>

## COMPUGATES HOLDINGS BERHAD

Registration No. 200401030779 (669287-H)

### Administrative Guide for the Seventeenth Annual General Meeting (“17th AGM” or “Meeting”) (Cont’d)

#### Note to users of the RPV facilities:

- (i) Should your registration for RPV be approved, we will make available to you the rights to join the live stream Meeting and to vote remotely. Your login to TIIH Online on the day of Meeting will indicate your presence at the virtual Meeting.
- (ii) 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.
- (iii) 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 011-40805616 / 011-40803168 / 011-40803169 / 011-40803170 for assistance or e-mail to [tiih.online@my.tricorglobal.com](mailto:tiih.online@my.tricorglobal.com) for assistance.

#### Entitlement to Participate and Appointment of Proxy

- With reference to the Notice of 17th AGM dated 29 April 2022, only members whose names appear on the Record of Depositors on 23 May 2022 shall be eligible to attend, participate and vote at the 17th AGM or appoint proxy(ies)/corporate representative(s)/attorney(s) to attend, participate and vote on his/her/its behalf.
- Any member who has yet to appoint any proxy(ies) and wishes to appoint proxy(ies) is advised to deposit the Form of Proxy which was circulated together with the Annual Report for the financial year ended 31 December 2021 on 29 April 2022.
- The appointment of a proxy may be made in hard copy form or by electronic form in the following manner and the Form of Proxy and/or documents relating to the appointment of proxy(ies)/corporate representative(ies)/attorney(s) for the 17th AGM must be received by the Company **not later than Saturday, 28 May 2022 at 11.00 a.m.:**

(i) In hard copy:

- a) By hand or post to the office of the Share Registrar, 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, Wilayah Persekutuan Kuala Lumpur, Malaysia or its Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan Kuala Lumpur, Malaysia; or
- b) By fax at 03-2783 9222 or e-mail to [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com); or

(ii) By electronic form:

All members can have the option to submit Form of Proxy electronically via TIIH Online at <https://tiih.online> and the steps to submit 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, please access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the “e-Services”. Please 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 Form of Proxy	<ul style="list-style-type: none"><li>• After the release of the Notice of 17th AGM dated 29 April 2022 by the Company, login with your username (i.e. email address) and password.</li><li>• Select the corporate event: <b>COMPUGATES HOLDINGS BERHAD 17TH AGM 2022 - “Submission of Proxy Form”</b>.</li><li>• Read and agree to the Terms and 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(ies) will decide on your votes.</li><li>• Review and confirm your proxy(ies) appointment.</li><li>• Print the Form of Proxy for your record.</li></ul>

## COMPUGATES HOLDINGS BERHAD

Registration No. 200401030779 (669287-H)

### Administrative Guide for the Seventeenth Annual General Meeting (“17th AGM” or “Meeting”) (Cont’d)

<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 e-Services, the authorised or nominated representative of the corporation or institutional shareholder 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>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 our Share Registrar if you need clarifications on the user registration.</p>
Proceed with submission of Form of Proxy	<ul style="list-style-type: none"><li>▪ Login to TIIH Online at <a href="https://tiih.online">https://tiih.online</a><ul style="list-style-type: none"><li>▪ Select the corporate exercise name: <b>COMPUGATES HOLDINGS BERHAD 17TH AGM 2022 - “Submission of Proxy Form”</b>.</li></ul></li><li>▪ Agree to the Terms &amp; Conditions and Declaration.</li><li>▪ Proceed to download the file format for “<b>Submission of Form of Proxy</b>” in accordance with the Guidance Note set therein.</li><li>▪ Prepare the file for the appointment of proxy(ies) by inserting the required data.</li><li>▪ Proceed to upload the duly completed proxy(ies) appointment file.</li><li>▪ Select “Submit” to complete your submission.</li><li>▪ Print the confirmation report of your submission for your record.</li></ul>

#### Revocation of Proxy

- Any member who has submitted the Form of Proxy but subsequently wishes to revoke his/her/its proxy(ies) must contact Tricor at +603-2783 9263 or +603-2783 7973 or e-mail to [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com) **before 11.00 a.m. on 28 May 2022**.
- In order to ensure the whole registration process of 17th AGM is smooth, the member who wishes to attend, participate and vote at the 17th AGM himself/herself is advised not to submit any Form of Proxy.

#### POLL VOTING

- The voting at the 17th AGM will be conducted by poll in accordance with paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor as Poll Administrator to conduct the poll by way of electronic voting (e-voting).
- Members or proxies/corporate representatives/attorneys can proceed to vote on the resolutions at any time from **11.00 a.m. on Monday, 30 May 2022** until the end of the voting session which will be announced by the Chairman of the Meeting. Kindly refer to “Procedures to Remote Participation and Voting via RPV Facilities” provided above for guidance on how to vote remotely via TIIH Online.
- Upon completion of the voting session for the 17th AGM, the Independent Scrutineer will verify the poll results followed by the Chairman’s declaration whether the resolutions are duly passed.

#### PRE-MEETING SUBMISSION OF QUESTIONS

- The Board recognises that the 17th AGM is a valuable opportunity for the Board to engage with members. In order to enhance the efficiency of the proceedings of the 17th AGM, members may in advance, before the 17th AGM, submit questions to the Board via Tricor’s TIIH Online website at <https://tiih.online>, by selecting “e-Services” to login, pose your questions and submit it electronically **no later than 11.00 a.m. on Saturday, 28 May 2022**. The Board will endeavor to address the questions received at the 17th AGM.

## **COMPUGATES HOLDINGS BERHAD**

Registration No. 200401030779 (669287-H)

**Administrative Guide for the Seventeenth Annual General Meeting (“17th AGM” or “Meeting”) (Cont’d)**

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### **NO DOOR GIFTS/FOOD VOUCHERS**

- There will be no distribution of door gifts or food vouchers for the 17th AGM as the Meeting will be conducted on a fully virtual basis.
- The Company would like to thank all its members for their kind co-operation and understanding in these challenging times.

### **ENQUIRIES**

- If you need any assistance, kindly 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 Amirul Iskandar : +603-2783 9263 / email : [Mohammad.Amirul@my.tricorglobal.com](mailto:Mohammad.Amirul@my.tricorglobal.com)

Mohamad Khairudin Bin. Tajudin : +603-2783 7973 / email : [Mohamad.Khairudin@my.tricorglobal.com](mailto:Mohamad.Khairudin@my.tricorglobal.com)