

OPCOM HOLDINGS BERHAD

Registration No. 199401036979 (322661-W)



NOTES TO THE SHAREHOLDERS

DATE & TIME : TUESDAY, 29 SEPTEMBER 2020 AT 2:00 P.M.

BROADCAST VENUE : CONFERENCE ROOM, OPCOM HOLDINGS BERHAD
11, JALAN UTAS 15/7, 40200 SHAH ALAM, SELANGOR
DARUL EHSAN

MODE OF MEETING

In view of the Coronavirus Disease (COVID-19) pandemic and as part of our safety measures, the Twenty-Fifth Annual General Meeting (“**25th AGM**”) of Opcom Holdings Berhad (“**OPCOM**” or “**Company**”) will be conducted on a fully virtual basis through remote participation and electronic voting from the Broadcast Venue. This is in line with the Guidance Notes on the Conduct of General Meetings for the Listed Issuers issued by the Securities Commission Malaysia on 18 April 2020 and subsequently revised on 14 May 2020 and 11 June 2020.

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. Shareholders will not be allowed to physically present at the 25th AGM in person at the Broadcast Venue on the day of the meeting.

ANNUAL REPORT 2020 AND CIRCULAR TO SHAREHOLDERS

As part of our ‘Go Green’ initiative to help protect the environment for current and future generations, we encourage your support by going paperless and access the digital copy of our Annual Report 2020 and Circular to Shareholders for your reading or download from our Company’s website via the link www.opcom.com.my/investor-relation/

DIGITAL BALLOT FORM (“DBF”).

1. No Shareholder(s)/Proxy(ies) should be physically present at the Broadcast Venue. Shareholder(s)/Proxy(ies) who wish to participate the 25th AGM will therefore have to do so remotely. Pre-registration of attendance is required via the link <https://vps.megacorp.com.my/VCjmVh> or scan the QR-code above and submit all the details requested at least forty-eight hours (48) hours before the time of the 25th AGM. After registration is validated and accepted, Shareholder(s)/Proxy(ies) will receive an email with a link to grant access to the DBF.
2. Members can register online to participate in the 25th AGM. Kindly follow the steps below to ensure that you are able to obtain your DBF and details to log in to the Webinar session to participate at the 25th AGM online.
3. Members can also appoint Proxy(ies)/Chairman of the meeting via online, as in Step 1 above. Please ensure that your details are accurate as any non-compliance may result in you not being able to receive your DBF.
4. Alternatively, Members may deposit your duly completed Proxy Form in hardcopy at the office of the Poll Administrator, Mega Corporate Services Sdn. Bhd. situated at Level 15-2, Bangunan Faber Imperial Court, Jalan Sultan Ismail, 50250 Kuala Lumpur, Wilayah Persekutuan or submit via email to: AGM-support.OPCOM@megacorp.com.my not less than forty-eight (48) hours before the time of holding the 25th AGM.
5. For Corporate Shareholders or Nominee Accounts, please send Proxy Form by email to AGM-support.OPCOM@megacorp.com.my.

6. The Poll Administrator, Mega Corporate Services Sdn Bhd, will email a copy of your DBF to you once they have verified your details.
7. Registered Shareholders OR Proxy would receive two (2) emails:
 - i. Webinar session link (to join the virtual meeting)
 - Email from **Webinar Master** to join the Virtual Meeting Session
 - ii. DBF (for remote voting purposes)
 - Email from AGM-support.OPCOM@megacorp.com.my

POLL VOTING

The voting will be conducted by poll in accordance with Paragraph 8.31A of ACE Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Mega Corporate Services Sdn Bhd as Poll Administrator to conduct the poll by way of electronic voting and Cygnus IT Solutions PLT as Scrutineers to verify the poll results.

For the purpose of this AGM, e-voting will be carried out via your digital devices (e.g., Computer/Mobile Phone/Tablets). The DBF itself is self-explanatory. Please carefully read the instructions on the email from *Webinar Master* and AGM-support.OPCOM@megacorp.com.my to familiarize yourself with the steps needed to exercise your rights at the AGM.

Shareholder(s)/Proxy(ies) can proceed to vote on the resolutions and submit your votes during the voting period as stipulated on the DBF. Upon completion of the voting session at the 25th AGM, the Scrutineers will verify the poll results after which the Chairman of the meeting will announce the results of the resolutions.

RECORD OF DEPOSITORS FOR THE AGM

The date of Record of Depositors for the AGM is 23 September 2020. As such, only Members whose name appears in the Record of Depositors of OPCOM as at 23 September 2020 shall be entitled to attend, participate, speak and vote at the 25th AGM.

NO REFRESHMENTS AND NO DOOR GIFTS/VOUCHERS

There will be no distribution of refreshments and door gifts/vouchers for the 25th AGM of the Company.

ENQUIRY

If you have any general queries prior to the AGM, please contact the Poll Administrator during office hours (Monday to Friday):

Mega Corporate Services Sdn Bhd

Level 15-2, Bangunan Faber Imperial Court
Jalan Sultan Ismail
50250 Kuala Lumpur
Tel No: +60 (3) 2692 4271
Email: AGM-support.OPCOM@megacorp.com.my

Person in Charge:

- Mr. Alfred John
- Ms. Vinoo