



## **E.A. TECHNIQUE (M) BERHAD**

Registration No. 199301001779 (256516-W)  
(Incorporated in Malaysia)

**Dear Shareholders**

**Greeting from E.A. TECHNIQUE (M) BERHAD**

### **(A) Details of the 29th AGM**

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**Date : Tuesday, 20 June 2023**

**Time : 12:00 p.m. or any adjournment thereof**

**Venue : OMNIA 1 & 2, Opero Hotel, No. 2, Jalan Southkey 1/2, Kota Southkey, 80150 Johor Bahru, Johor**

### **(B) Registration**

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1. Registration will start at 10.30 a.m. on Tuesday, 20 June 2023.
2. Kindly produce your original MyKad/Passport (for foreigners) to the registration staff at the registration counter for verification. Please ensure to collect your MyKad/Passport thereafter.
3. Upon verification, you are required to sign the Attendance list prepared by the registration staff.
4. After registration, a wristband printed with barcode will be issued to the respective shareholders/proxy holders as identification and for voting purpose.
5. No person will be allowed to register on behalf of another person, even with the original MyKad/Passport of that person.
6. Please vacate the registration area immediately after registration and proceed to the meeting hall.
7. Poll Administrator's Helpdesk will handle the revocation of a proxy's appointment.

### **(C) Entitlement to Participate in the AGM**

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Only members whose names appear on the Record of Depositors as at 13 June 2023 shall be entitled to attend the AGM or appoint proxy(ies)/corporate representative(s)/attorney to attend and to vote in his/her stead. A proxy must be 18 years and above and need not be a member of the Company.

### **(D) Proxy**

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1. A member entitled to attend, and vote is entitled to appoint proxy/proxies, to attend and vote instead of him/her. If you are unable to attend the meeting and wish to appoint a proxy to vote on your behalf, please submit your proxy form in accordance with the notes and instructions printed therein.

2. You may submit your proxy form to the office of the Poll Administrator of our Company, Boardroom Share Registrars Sdn. Bhd. (“Boardroom”) or by email to [bsr.helpdesk@boardroomlimited.com](mailto:bsr.helpdesk@boardroomlimited.com) or by fax at +603-7890 4670. We do not acknowledge receipt of the form(s) of proxy.
3. The proxy appointment may also be lodged electronically via Boardroom Smart Investor Portal (“BSIP”) at <https://investor.boardroomlimited.com> which is free and available to all shareholders. For further information, kindly refer to Table 1 below for electronic lodgement of proxy form via BSIP.

**Table 1 – Proxy Appointment via Boardroom Smart Investor Portal**

<p><b>Step 1 - Register Online with Boardroom Smart Investor Portal (For first-time registration only)</b></p>	<p><i>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.</i></p> <ul style="list-style-type: none"> <li>• Access the website <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a></li> <li>• Click “Register” to sign up as a user.</li> <li>• Please select the correct account type i.e. sign up as “Shareholder or “Corporate Holder”.</li> <li>• Complete registration with all the required information. Upload and attach a softcopy of your Identity Card (NRIC) (front and back) or Passport. For Corporate Holder, kindly upload the authorisation letter as well. Click <b>“Sign Up”</b>.</li> <li>• You will receive an email from BSIP Online for email address verification. Click on <b>“Verify Email Address”</b> from the email received to continue with the registration.</li> <li>• Once your email address is verified, you will be re-direct to BSIP Online for verification of mobile number.</li> <li>• Click on <b>“Request OTP Code”</b> and an OTP code will be sent to the registered mobile number. You will need to enter the OTP Code and click “Enter” to complete the process.</li> <li>• Once your mobile number is verified, registration of your new BSIP account will be pending for final verification.</li> <li>• An email will be sent to you to inform the approval of your BSIP account within one (1) business day. Subsequently, you can log in at <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> with the email address and password filled up by you during the registration to proceed.</li> </ul>
<p><b>Step 2 – Appointment of Proxy</b></p>	<p><b>Appointment of Proxy for individual shareholder and corporate holder (via BSIP)</b></p> <ul style="list-style-type: none"> <li>• Login to <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> using your user ID and password from Step 1 above.</li> <li>• Click “Meeting Events” and select from the list of companies <b>“E.A. Technique (M) Berhad Twenty-Ninth (29th) Annual General Meeting”</b> and click <b>“Enter”</b>.</li> <li>• Click “Submit eProxy Form”.</li> <li>• Select the company you would like to represent (if you are representing more than one company, for Corporate holder)</li> <li>• Enter your CDS Account Number and number of securities held.</li> <li>• Select your proxy – either the Chairman of the meeting or individual named proxy(ies).</li> <li>• Read and accept the General Terms and Conditions then click <b>“Next”</b>.</li> <li>• Enter the required particulars of your proxy(ies).</li> <li>• Indicate your voting instructions – <b>FOR or AGAINST or ABSTAIN</b>. If you wish to have your proxy(ies) to act upon his/her discretion, please indicate <b>DISCRETIONARY</b>.</li> <li>• Review and confirm your proxy appointment. Click “Apply”. Download or print the eProxy Form as acknowledgment.</li> </ul>

<b>Step 2 – Appointment of Proxy</b>	<p><b>Appointment of Proxy for Authorised Nominee and Exempt Authorised Nominee (via BSIP)</b></p> <ul style="list-style-type: none"> <li>• Login to <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> using your user ID and password from Step 1 above.</li> <li>• Click “Meeting Events” and select from the list of companies <b>“E.A. Technique (M) Berhad Twenty-Ninth (29th) Annual General Meeting”</b> and click <b>“Enter”</b>.</li> <li>• Click “Submit eProxy Form”.</li> <li>• Select the company you would like to represent (if you are representing more than one company)</li> <li>• Proceed to download the file format for <b>“Submission of Proxy Form”</b> from BSIP.</li> <li>• Prepare the file for the appointment of proxies by inserting the required data.</li> <li>• Proceed to upload the duly completed proxy appointment file.</li> <li>• Review and confirm your proxy appointment and click <b>“Submit”</b>.</li> <li>• Download or print the eProxy form as acknowledgment.</li> </ul>
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4. If you wish to attend the Meeting yourself, please do not submit any Proxy Form. You will not be allowed to attend the Meeting together with a proxy appointed by you.
5. If you have submitted your proxy form prior to the meeting and subsequently decided to attend the meeting yourself, please proceed to the Poll Administrator’s Helpdesk to revoke the appointment of your proxy.

#### **(E) Covid-19 Prevention Measures**

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1. Attendees are highly encouraged to perform a self-test for Covid-19 at home a day before the meeting.
2. A shareholder/ proxy who has symptoms of being unwell or showing any symptoms of Covid-19 is advised not to attend the AGM.
3. Wear a face mask throughout the meeting and clean your hands frequently with alcohol-based hand rub or soap and water.

#### **(F) Poll Voting**

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1. In accordance with Rule 8.29A(1) of Main Market Listing Requirements of Bursa Malaysia Securities Berhad, the voting at the 29th 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.
2. The Poll Administrator will be available to brief and/or guide all 29th AGM Attendees before the commencement of and during the voting process.
3. Upon completion of the voting session for the 29th AGM, the Scrutineers will verify and announce the poll results followed by the Chairman’s declaration of whether the resolutions are duly passed.

**(G) Annual Report 2022**

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1. The Company’s Annual Report 2022, Proxy Form, Corporate Governance Report, and Administrative Guide are available on the following websites:
  - (a) <https://www.bursamalaysia.com>
  - (b) <https://www.eatechnique.com.my>
  
2. If you wish to request a printed copy of the Annual Report 2022, please complete and send the Requisition Form which can be downloaded from the Company’s website at <https://www.eatechnique.com.my> and email the same to the Poll Administrator, Boardroom at [bsr.helpdesk@boardroomlimited.com](mailto:bsr.helpdesk@boardroomlimited.com) or please login to Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com> to request, by selecting “Request Annual Report and Circular” under “Investor service”.
  
3. Kindly think of the environment before you decide to print the Annual Report 2022. We would appreciate your support by joining us to promote the “Act Green” initiative to achieve environmentally responsible and paperless.

**(H) Enquiry**

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If you have any queries prior to the meeting, please contact the following officers during office hours:

Boardroom Share Registrars Sdn Bhd 199601006647 (378993-D) 11th Floor, Menara Symphony No. 5, Jalan Professor Khoo Kay Kim Seksyen 13, 46200 Petaling Jaya Selangor Darul Ehsan, Malaysia	Tel No.	+603-7890 4700
	Fax No.	+603-7890 4670
	Email Address	<a href="mailto:bsr.helpdesk@boardroomlimited.com">bsr.helpdesk@boardroomlimited.com</a>

The Company and its subsidiary companies, their officers, and employees shall have no liability whatsoever to any and all shareholders, their proxies, corporate representatives and/or any other party arising out of or in connection of any infection or suspicion of any infection from Covid-19 and/or suffering any losses arising out of or in connection with attendance at the Company’s AGM and/or measures are undertaken by the Company in the Company’s sole discretion in response to the Covid-19 pandemic.