

# Administrative Guide

For the Twenty-First Annual General Meeting (21st AGM)



## Deleum Berhad

Registration No. 200501033500 (715640-T)  
(Incorporated in Malaysia)

Day & Date : Monday, 22 June 2026  
Time : 10.00 a.m.  
Venue : Grand Ballroom, Level 9, Sunway Putra Hotel, No. 100, Jalan Putra, 50350 Kuala Lumpur

### 1. Parking

All registered attendees are entitled to complimentary parking upon validation at the Registration Counter. Please note that the parking facility operates on a cashless basis. Kindly ensure that your parking is validated by providing your license plate number at the Registration Counter.

### 2. Registration

- a. Registration will commence at 8.30 a.m. and will end at a time as directed by the Chairman of the meeting. The Registration Counter will be located at the entrance of the Venue and you are requested to read the signage to the Registration Counters and join the queue accordingly.
- b. Please produce your original MyKad/Passport at the Registration Counter for verification and make sure you collect your MyKad/Passport thereafter.
- c. Please note that no person will be allowed to register on behalf of another person even with the original MyKad/Passport of that other person.
- d. Upon completion of the registration process, you will be given a wristband with identification barcode for entry to the Venue. No person will be allowed to enter the Venue without wearing the barcoded wristband.
- e. There will be no replacement of the barcoded wristband in the event that you lose or misplace the wristband.
- f. The Registration Counter will handle only verification of identity and registration. If you have any enquiry, please proceed to the Help Desk. The Help Desk will be located next to the Registration Counter.

### 3. General Meeting Record of Depositors

Only depositors whose names appear on the General Meeting Record of Depositors as at 15 June 2026 shall be entitled to register, attend, participate and vote at the 21st AGM. If a member is unable to attend, participate and vote at the said meeting, he/she may appoint proxy/proxies to attend, participate and vote on his/her behalf. A shareholder will not be allowed to attend, participate and vote at the meeting if his/her proxy(ies) has/have been registered to attend, participate and vote in the meeting.

### 4. Submission of Questions

In order to enhance the efficiency of the proceedings of the 21st AGM, shareholders or proxies may submit questions in advance via Vistra Share Registry and IPO (MY) Portal (the "Portal") at <https://srmy.vistra.com> under "e-Services Login" to login, pose the questions and submit electronically not later than 20 June 2026 at 10.00 a.m. Alternatively, all registered shareholders or proxies will also be able to ask questions in person during the meeting. The Board of Directors will endeavour to respond to the relevant questions at the 21st AGM.

**5. Appointment of Proxy/Corporate Representative/Power of Attorney**

- a. If you are unable to attend the AGM, you are encouraged to appoint a proxy or the Chairman of the Meeting as your proxy and indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.
- b. 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.
- c. Accordingly, Proxy Forms and/or documents relating to the appointment of proxy/corporate representative/attorney for the 21st AGM whether in hard copy or by electronic means shall be deposited or submitted in the following manner not later than **Saturday, 20 June 2026 at 10.00 a.m.**, forty-eight (48) hours before the time appointed for holding the meeting or at any adjournment thereof, otherwise the Proxy Form shall not be treated as valid:
  - i. In hard copy form

The original signed Proxy Form must be deposited at the Company's Registered Office at No. 2, Jalan Bangsar Utama 9, Bangsar Utama, 59000 Kuala Lumpur, Malaysia. The original Proxy Form shall be in writing and:

    - a) In the case of an individual, shall be signed by the appointor or by his attorney; and
    - b) In the case of a corporation, shall be either under the Common Seal or signed by its attorney or by an officer on behalf of the corporation.
  - ii. In electronic form via the Portal

The Proxy Form can be electronically submitted via the Portal at <https://srmy.vistra.com>. Please refer to the procedures set out in **"Electronic Lodgement of Proxy Form"** below.
- d. Members are requested to provide their mobile handphone numbers as well as the mobile handphone numbers of their proxies in the Proxy Forms in the event Tricor needs to contact the members/proxies.
- e. A Corporate Member who wishes to appoint a Corporate Representative to attend, participate and vote at the AGM must deposit the original certificate of appointment of corporate representative at the Company's Registered Office. The certificate of appointment should be executed in the following manner:
  - i. If the Corporate Member has a Common Seal, the certificate of appointment should be executed under seal in accordance with the constitution of the Corporate Member.
  - ii. If the Corporate Member does not have Common Seal, the certificate of appointment should be affixed with the rubber stamp of the Corporate Member (if any) and executed by:
    - (a) at least two (2) authorised officer, of whom one shall be a director; or
    - (b) any director and/or authorised officers in accordance with the laws of the country under which the Corporate Member is incorporated.
- f. Attorneys appointed by the Power of Attorney are to deposit their Power of Attorney to the Company's Registered Office not later than the date and time stated above. A copy of the Power of Attorney may be accepted, provided that it is certified notarially and/or in accordance with the applicable legal requirements in the relevant jurisdiction in which it is executed.
- g. For Nominee Company registered as a member, the beneficial owner of the shares under a Nominee Company's CDS account who wishes to attend, participate and vote at the AGM can request the Nominee Company to appoint him/her as a proxy and deposit the duly completed original Proxy Form at the Company's Registered Office or submit electronically via the Portal not later than the date and time stated above.
- h. If you have submitted your Proxy Form prior to the meeting and subsequently decided to attend the meeting yourself, please proceed to the Help Desk to revoke the appointment of your proxy.

# Administrative Guide

For the Twenty-First Annual General Meeting (21st AGM)

## 6. Poll Voting

- a. Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at the AGM will be conducted by poll. The Company has appointed Tricor as Poll Administrator to conduct the poll by way of electronic voting (“e-voting”) and Scrutineer Solutions Sdn. Bhd. as Scrutineers to verify the poll results.
- b. Shareholders/proxies/corporate representatives can proceed to cast their votes at the e-voting stations. The Chairman will announce the commencement of voting at the e-voting stations upon the conclusion of the deliberations on all businesses transacted at the 21st AGM. Members and proxies will be guided to the e-voting stations, where e-voting staff will be available to provide assistance.
- c. Upon completion of the voting session for the 21st AGM, the Scrutineers will verify the poll results followed by the Chairman’s declaration whether the resolutions are duly passed.

## 7. Electronic Lodgement of Proxy Form

The procedures to lodge your Proxy Form electronically via the Portal are summarised below:

Procedure	Action
<b>i. Steps for Individual Shareholders</b>	
Register as a User at the Portal	<ol style="list-style-type: none"><li>1. Visit the Portal at <a href="https://srmy.vistra.com">https://srmy.vistra.com</a>.</li><li>2. Click “Register” and select “Individual Holder” and complete the New User Registration Form.</li><li>3. For guidance, you may refer to the tutorial guide available on the homepage.</li><li>4. Once registration is completed, you will receive an email notification to verify your registered email address.</li><li>5. After verification, your registration will be reviewed and approved within one (1) working day. A confirmation email will be sent once approved.</li><li>6. Once you receive the confirmation, activate your account by creating your password.</li></ol> <p><i>If you are an existing user with the Portal or TIH Online portal previously, you are not required to register again.</i></p>
Proceed with submission of Proxy Form	<ol style="list-style-type: none"><li>1. After the release of the Notice of Meeting by the Company, login with your email address and password.</li><li>2. Select the corporate event: <b>“DELEUM BERHAD 21ST AGM”</b>.</li><li>3. Navigate to the 3 dots at the end of the corporate event and choose <b>“SUBMISSION OF PROXY FORM”</b>.</li><li>4. Read and agree to the Terms and Conditions and confirm the Declaration.</li><li>5. Indicate the total number of shares assigned to your proxy(ies) to vote on your behalf.</li><li>6. Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint the Chairman as your proxy.</li><li>7. Indicate your voting instructions – FOR or AGAINST or ABSTAIN.</li><li>8. Print the Proxy Form for your record.</li></ol>

# Administrative Guide

For the Twenty-First Annual General Meeting (21st AGM)

Procedure	Action
<b>ii. Steps for Corporate or Institutional Shareholders</b>	
Register as a User at the Portal	<ol style="list-style-type: none"><li>1. Visit the Portal at <a href="https://srmy.vistra.com">https://srmy.vistra.com</a>.</li><li>2. Click "Register" and select <b>"Representative of Corporate Holder"</b> and complete the New User Registration Form.</li><li>3. Complete the registration form with your personal details.</li><li>4. Once registration is completed, you will receive an email notification to verify your registered email address.</li><li>5. After verification, your registration will be reviewed and approved within two (2) working days. A confirmation email will be sent once approved.</li><li>6. Once you receive the confirmation, activate your account by creating your password.</li></ol> <p><i>Note: The representative of a corporate 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 Tricor if you need clarifications on the user registration.</i></p>
Proceed with submission of Proxy Form	<ol style="list-style-type: none"><li>1. Login to the Portal at <a href="https://srmy.vistra.com">https://srmy.vistra.com</a> with your email address and password.</li><li>2. Select the corporate event: <b>"DELEUM BERHAD 21ST AGM"</b>.</li><li>3. Navigate to the icon <b>"&gt;"</b> at the end of the corporate event.</li><li>4. Read and agree to the Terms and Conditions and confirm the Declaration.</li><li>5. Select the corporate holder's name.</li><li>6. Proceed to download the submission file.</li><li>7. Prepare the file for the appointment of proxy(ies) by inserting the required data.</li><li>8. Proceed to upload the duly completed proxy appointment file.</li><li>9. Select <b>"Confirm"</b> to complete your submission.</li><li>10. Print the confirmation report of your submission for your record.</li></ol>

## 8. No Recording or Photography

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

## 9. Compliance with Guidelines and Updates on the 21st AGM

The Company shall abide by the prevailing and applicable procedures and guidelines as well as precautionary measures as prescribed by the Government, Securities Commission and other relevant authorities. In the event that any new procedures, guidelines or measures may affect the administration of the 21st AGM as set out in this Administrative Guide and requiring material change to the proceedings of the meeting, the Company will issue announcement on the same accordingly. Hence, please check the Company's website for announcements on the latest update (if any) in relation to the 21st AGM.

## 10. Enquiry

If you have any enquiry prior to the 21st AGM, please contact the following officers during office hours on Mondays to Fridays from 8.30 a.m. to 5.30 p.m. (except on public holidays):

### Tricor Investor & Issuing House Services Sdn. Bhd.

General Line : +603- 2783 9299  
Email : [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com)

Contact persons : En. Mohammad Amirul Iskandar  
+603-2783 9279 ([mohammad.amirul@vistra.com](mailto:mohammad.amirul@vistra.com))

En. Syafiqul Hafidz  
+603-2783 9024 ([syafiqul.hafidz@vistra.com](mailto:syafiqul.hafidz@vistra.com))