



**FOURTEENTH ANNUAL GENERAL MEETING (“14TH AGM”)
ADMINISTRATIVE DETAILS**

Date and Time : Wednesday, 19 August 2020 at 11.00 a.m.
Venue : Ballroom 1 and 2, Level 2, Renaissance Johor Bahru Hotel,
2, Jalan Permas 11, Bandar Baru Permas Jaya,
81750 Masai, Johor Darul Takzim

Dear Shareholders of Pantech Group Holdings Berhad (“Pantech” or the “Company”),

Pursuant to the Guidance Note on the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia on 18 June 2020, please find the additional guidance below on the requirements and method of participating in the 14th AGM:

Public Health Precautions and Preventive Measures

- In light of the COVID-19 pandemic, we appreciate all shareholders, proxies and invited guests to take the necessary precautions and preventive measures as issued by the Ministry of Health, Malaysia when attending the 14th AGM.
- If you are unwell with a **sore throat, flu, fever, cough, aches and pains, nasal congestion, diarrhoea or shortness of breath**, you are required to comply with the directives issued by Ministry of Health, Malaysia to self-quarantine or seek medical advice. If you have returned from overseas any time in the 14 days prior to the 14th AGM, you are required to undergo the compulsory 14-day self-quarantine at your own home as announced by the Government of Malaysia. As such, you will not be allowed to attend the 14th AGM and are hereby strongly advised and encouraged to submit your Proxy Form prior to the 14th AGM.
- To safeguard the health and safety of shareholders, proxies and invited guests who may be attending the 14th AGM in person, the Company will also implement the following precautionary measures for the 14th AGM:-
 - (a) Shareholders, proxyholders and corporate representatives (“Participants”) are required to pre-register with the Company registrar, in order to assist the Company in managing the turnout for the 14th AGM and to ensure compliance with the directives or guidelines on public gatherings/events issued by the Malaysian Government and other relevant authorities.
 - (b) Participants will have to go through a compulsory body temperature screening and are required to provide his/her health declaration via MySejahtera application during the registration process, specifically to facilitate the Company in preventing any potential spread of COVID-19. Any person with a body temperature above 37.5°C or is experiencing any symptoms of being unwell as specified above will **NOT** be allowed to enter the venue of the 14th AGM.
 - (c) All Participants are advised to sanitise their hands and wear face masks before entering the 14th AGM venue. Wearing a face mask throughout the 14th AGM proceeding is required.

PRE-REGISTRATION TO ATTEND THE ANNUAL GENERAL MEETING

1. Shareholders are required to register ahead of the 14th AGM to allow the Company to make the necessary arrangements in relation to the meeting i.e. infrastructure, logistics and meeting venue(s) to accommodate the meeting Participants.
2. Please do read and comply with the following procedures to pre-register your physical attendance at the 14th AGM via the TIIH Online website at <https://tiih.online> :
 - Login in to TIIH Online website with your user name (i.e. e-mail address) and password under the “e-Services”. If you have not registered as a user of TIIH Online, please refer to the tutorial guide posted on the homepage (<https://tiih.online>) for assistance in signing up.
 - Select the corporate event: “**(REGISTRATION) PGHB 14TH AGM**”.
 - Read and agree to the Terms & Conditions and confirm the Declaration.
 - Select “Register for Physical Attendance at Meeting Venue”.
 - Review your registration and proceed to register.
 - System will send an e-mail to notify that your registration for Physical Attendance at Meeting Venue is received and will be verified.
 - After verification of your registration against the General Meeting Record of Depositors, the system will send you an e-mail after **17 August 2020** to approve or reject your registration to physically attend the 14th AGM at the Meeting Venue.
3. Please note that only a depositor whose name appears on the Record of Depositor as at **10 August 2020** shall be entitled to attend or appoint proxies to attend and/or vote on his/her behalf at the 14th AGM.

PROXY

You may submit your proxy form to Tricor Investor & Issuing House Services Sdn. Bhd (“Tricor”) at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur or its Customer Service Counter at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, not less than forty-eight (48) hours before the time appointed for holding the AGM or any adjournment thereof, otherwise the proxy form shall not be treated as valid.

You may also submit the proxy form electronically via **TIIH Online** website at <https://tiih.online> no later than 11.00 a.m on 17 August 2020. Please do read and follow the procedures below to submit the proxy form electronically.

For the health and safety of shareholders, the Company would like to encourage shareholders to exercise their right to vote at the 14th AGM by appointing the Chairman of the Meeting after taking into consideration of the attendance of the Directors, Top Management, Company Secretary, Poll Administrator, Scrutineers and Auditors AGM as their proxy and indicate the voting instructions in the Proxy Form instead of attending the 14th AGM in person.

ELECTRONIC SUBMISSION OF PROXY FORM

The procedures to submit your proxy form electronically via Tricor’s **TIIH Online** website are summarised below:

	Procedure	Action
a	Register as a User with TIIH Online	<ul style="list-style-type: none"> Using your computer, please access the website at https://tiih.online. Register as a user under the “e-Services”. Please do refer to the tutorial guide posted on the homepage for assistance. If you are already a user with TIIH Online, you are not required to register again.
b	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> After the release of the Notice of Meeting by the Company, login with your user name (i.e. email address) and password. Select the corporate event: “Submission of Proxy Form”. Read and agree to the Terms & Conditions and confirm the Declaration. Insert your CDS account number and indicate the number of shares for your proxy(s) to vote on your behalf. Appoint your proxy(s) and insert the required details of your proxy(s) or appoint Chairman as your proxy. Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote. Review and confirm your proxy(s) appointment. Print proxy form for your record.

REFRESHMENT

Packed snacks will be provided.

ENQUIRY

If you have any enquiry prior to the meeting, you may contact the Share Registrar at:

Tricor Investor & Issuing House Services Sdn Bhd Registration No. 197101000970 (11324-H) Unit 32-01, Level 32, Tower A Vertical Business Suite, Avenue 3, Bangsar South No. 8, Jalan Kerinchi 59200 Kuala Lumpur, Malaysia		Telephone Number
	General Line	+603-2783 9299
	En Zulhafri Bin Abdul Rahman	+603-2783 9289
	En Ahmad Syafiq	+603-2783 9248
	Fax Number	+603-2783 9222
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