KYM HOLDINGS BHD.
Reg. No.: 198201004556 (84303-A)

ADMINISTRATIVE GUIDE FOR THE EXTRAORDINARY GENERAL MEETING (EGM)

Day & Date	:	Wednesday, 18 November 2026
Time	:	11.00 a.m.
Venue	:	Level 17, KYM Tower, No. 8 Jalan PJU 7/6, Mutiara Damansara, 47800 Petaling Jaya, Selangor

Registration on the Date of EGM

1. Registration will commence at 9.30 am and will end at the time as may be determined by the Chairman of the meeting.

2. Please present your original MyKad or Passport to the registration staff for verification. Please make sure your MyKad or Passport is returned to you after registration.

3. Registration must be done in person. You are not allowed to register on behalf of another person with the original IC or Passport of that person.

4. Upon verification and successful registration, a barcoded wristband will be provided at the registration counter.

5. If you are attending the EGM as a shareholder as well as a proxy, you will be registered once and will only be given one barcoded wristband. No person will be allowed to enter the meeting hall without a barcoded wristband.

6. There will be no replacement in the event that you lost or misplaced barcoded wristband.

7. After registration, please vacate the registration area immediately and proceed to the meeting hall.

8. The registration counter will handle only verification of identity and registration. If you have any enquiry, please proceed to the Help Desk located next to the registration counter.

Entitlement to Participate and Appointment of Proxy

1. Only members registered in the Record of Depositors as at 10 November 2026 shall be eligible to attend the EGM or appoint a proxy to attend and/or vote on such depositor's behalf. A proxy or an attorney or a duly authorised representative need not be a member of the Company.

2. If you are unable to attend the EGM in person and wish to appoint another person or to appoint the Chairman of the EGM as your proxy to vote on your behalf, the instrument appointing proxy(ies) may be made in the following manner not less than 24 hours before the time for holding the EGM or any adjournment thereof :-

   (i) <u>In hardcopy form</u>

   In the case of an appointment made in hard copy form, this proxy form must be deposited at the Share Registrar of the Company at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor.

   (ii) <u>By electronic means via email</u>

   The proxy form can be submitted to Boardroom via email at bsr.proxy@boardroomlimited.com. We do not acknowledge receipt of the form(s) of proxy.

(iii) By electronic means through the Share Registrar's website

The Form of Proxy may also be electronically lodged with the Share Registrar's website, Boardroom Smart Investor Portal ("BSIP") at https://investor.boardroomlimited.com.

For further information, kindly refer to the steps below for proxy appointment via BSIP.

a. Register Online with BSIP (for first time registration only)
[Note: If you have already registered with BSIP, no further registration is required]

(a) Access website https://investor.boardroomlimited.com.
(b) Click <<Register>> to sign up as a user and select the correct account type, i.e. sign up as "Shareholder" or "Corporate Holder".
(c) Complete the registration with all required information. Upload a softcopy of your IC (front and back) or Passport in JPEG, PNG or PDF format. For corporate holder, kindly attached the authorisation letter as well. Click "Sign Up".
(d) You will receive an email from Boardroom for email address verification. Click "Verify Email Address" from the email received to continue with the registration.
(e) Once your email address is verified, you will be re-directed to BSIP for verification of mobile number. Click "Request OTP Code" and an OTP code will be sent to your registered mobile number. Please enter the OTP Code to complete the process.
(f) An email will be sent to you within one (1) business day informing you on the approval of your BSIP account. You can login to the BSIP to proceed with the next step.

b. Lodgement of Form of Proxy

For Individual/Corporate Shareholders

i. Log in to https://investor.boardroomlimited.com.
ii. Enter the OTP sent to your registered email address to verify your identity.
iii. Select "**KYM HOLDINGS BHD Extraordinary General Meeting**" from the list of Meeting Event(s) and click "Enter".
iv. Click "Submit eProxy Form".
v. For Corporate Shareholders, select the company you would like to represent (if more than one).
(Boardroom Smart Investor Portal now facilitates registration of Corporate Shareholders).
vi. Enter your CDS account no. and number of shares held. Read and accept the General Terms and Conditions by clicking "Next".
vii. Then, insert your proxy details and voting instructions. If you wish your proxy(ies) to act upon his/her discretion, please indicate "Discretionary".
viii. Review and confirm your proxy(ies) appointment and click "Next".
ix. Download or print the eProxy form as acknowledgement.

For Authorised Nominees and Exempt Authorised Nominees

i. Log in to https://investor.boardroomlimited.com.
ii. Enter the OTP sent to your registered email address to verify your identity.
iii. Select "**KYM HOLDINGS BHD Extraordinary General Meeting**" from the list of Meeting Event(s) and click "Enter".
iv. Click "Submit eProxy Form".
v. Select the company you would like to represent (if more than one).
vi. Proceed to download the file format for "Submission of Proxy Form".
vii. Prepare the file for the appointment of proxy(ies) by inserting the required data.
viii. Proceed to upload the duly completed Proxy Appointment file.
ix. Review and confirm your proxy(ies) appointment(s) and click "Submit".
x. Download or print the eProxy form as acknowledgement.

Revocation Of Proxy

1. If you have submitted your Form of Proxy(s) and subsequently decide to appoint another person or wish to participate in the EGM yourself, please revoke the appointment of the earlier appointed proxy(ies) 24 hours before the EGM through the following options:

   (i) Hardcopy Form
   - Write in to bsr.proxy@boardroomlimited.com to revoke the earlier appointed proxy(ies).

   (ii) eProxy Form
   - Go to "Submitted eProxy Form list" and click "View".
   - Click "Cancel/Revoke" at the bottom of the eProxy Form.
   - Click "Proceed" to confirm.

2. Upon revocation, the proxy/proxies appointed earlier will not be permitted to participate in the EGM. As such, please advise your proxy/proxies accordingly.

3. The last date and time for lodging the proxy form is **17 November 2026 at 11.00 a.m. (24 hours before the EGM)**.

No Door Gifts

There will be no distribution of door gifts at the EGM.

Parking Instructions at KYM Tower

1. KYM Tower operates a ticketless and cashless Automatic Number Plate Recognition (ANPR) parking system. Attendees who park at KYM Tower are entitled to a flat parking rate of RM5.00, subject to the following:

   - Visitor parking at KYM Tower is limited and available on a first-come, first-served basis.
   - Please provide your vehicle registration number to the registration counter at Level 17 for parking validation.
   - Attendees are advised to use Touch 'n Go, debit cards or credit cards. No physical parking ticket is required, as vehicle entry and exit are recorded through the ANPR system.
   - Parking validation is applicable only to vehicles parked at KYM Tower.

2. If visitor parking at KYM Tower is not available, attendees may proceed to park at the nearby Menara KLK, The Boustead or Lotus Mutiara Damansara. Please note that parking charges incurred at alternative premises other than KYM Tower are not eligible for validation or reimbursement by the Company.

Enquiries

For enquiries relating to this EGM, please contact the following during office hours (8:30 a.m. to 5.30 p.m.) from Monday to Friday (except public holidays):

Telephone No. : +603-7890 4700
Email : bsr.helpdesk@boardroomlimited.com