

administrative guide for annual general meeting

SIXTEENTH ANNUAL GENERAL MEETING (“16th AGM”) OF ECM LIBRA GROUP BERHAD (“Company”)

Date : 10 June 2021 (Thursday)
Time : 2.30 p.m.
Broadcast Venue : Tricor Leadership Room, Unit 32-01, Level 32, Tower A
Vertical Business Suite, Avenue 3, Bangsar South
No. 8, Jalan Kerinchi, 59200 Kuala Lumpur
Meeting Platform : TIIH Online website at <https://tiih.online>

VIRTUAL MEETING

As a precautionary measure in view of the COVID-19 pandemic, the 16th AGM will be conducted on a fully virtual basis through live streaming and online remote voting via Remote Participation and Voting (“RPV”) facilities provided by Tricor Investor & Issuing House Services Sdn Bhd (“Tricor”) via its TIIH Online website at <https://tiih.online>.

The Broadcast Venue of the 16th AGM is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires the Chairperson of the meeting to be at the main venue of the meeting. Please note that members/proxies/corporate representatives **ARE NOT ALLOWED** to attend the 16th AGM in person at the Broadcast Venue on the day of the 16th AGM.

ELIGIBILITY TO ATTEND AND APPOINTMENT OF PROXY

Only a depositor whose name appears in the Record of Depositors of the Company as at 1 June 2021 shall be regarded as a member entitled to attend, speak and vote, and appoint not more than two (2) proxies to attend, speak and vote on his/her behalf, at the 16th AGM.

If you wish to appoint a proxy to attend and vote on your behalf at the 16th AGM, the original duly executed Form of Proxy must be deposited at the Registered Office of the Company at 2nd Floor, West Wing, Bangunan ECM Libra, 8 Jalan Damansara Endah, Damansara Heights, 50490 Kuala Lumpur, Malaysia not less than 48 hours before the time appointed for holding the meeting or adjourned meeting.

PROCEDURES TO REMOTE PARTICIPATION AND VOTING VIA RPV FACILITIES

Please read and follow the procedures below to engage in remote participation through live streaming and online remote voting at the 16th AGM using the RPV facilities:

Before the day of the 16th AGM

Procedure	Action Required
1. Register as a user with TIIH Online	<ul style="list-style-type: none">• Access the TIIH Online website at https://tiih.online. Register as a user under the “e-Services”, select the “Sign Up” button followed by “Create Account by Individual Holder”. Please refer to the tutorial guide posted on the homepage for assistance.• Registration as a user will be approved within one (1) working day and you will be notified via e-mail.• If you are already a user with TIIH Online, you are not required to register again. You will receive an e-mail to notify you that the remote participation is available for registration at TIIH Online.

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Procedure	Action Required
2. Submit your request to attend the 16th AGM	<ul style="list-style-type: none"> Registration is open from Tuesday, 11 May 2021 until the day of 16th AGM on Thursday, 10 June 2021. Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the 16th AGM to ascertain their eligibility to participate at the 16th AGM using RPV. Login with your user ID (i.e. email address) and password and select the corporate event: “(REGISTRATION) ECM 16TH AGM”. Read and agree to the Terms & Conditions and confirm the Declaration. Select “Register for Remote Participation and Voting”. Review your registration and proceed to register. System will send an email to notify that your registration for remote participation is received and will be verified. After verification of your registration against the Record of Depositors as at 1 June 2021, the system will send you an e-mail on or after 8 June 2021 to inform whether your registration for remote participation has been approved or rejected. <p>(Note: Please allow sufficient time for the approval of new user of TIIH Online and registration for the RPV).</p>

On the 16th AGM Day

Procedure	Action Required
1. Login to TIIH Online	<ul style="list-style-type: none"> Login with your user ID and password for remote participation at the 16th AGM at any time from 1.30 p.m. i.e. 1 hour before the commencement of the 16th AGM at 2.30 p.m. on Thursday, 10 June 2021.
2. Participate through live streaming	<ul style="list-style-type: none"> Select the corporate event: “(LIVE STREAM MEETING) ECM 16TH AGM” to engage in the proceedings of the 16th AGM remotely. If you have any question for the Chairman/Board of Directors, you may use the query box to transmit your question. The Chairman/Board of Directors will try to respond to questions (related to the business of the 16th AGM) submitted by remote participants during the 16th AGM. If there is time constraint, the responses will be e-mailed to you at the earliest possible, after the 16th AGM.
3. Online remote voting	<ul style="list-style-type: none"> Voting session commences from 2.30 p.m. on Thursday, 10 June 2021 until a time when the Chairman announces the end of the voting session of the 16th AGM. Select the corporate event: “(REMOTE VOTING) ECM 16TH AGM” or if you are on the live stream meeting page, you can select “GO TO REMOTE VOTING PAGE” button below the Query Box. Read and agree to the Terms & Conditions and confirm the Declaration. Select the CDS account that represents your shareholdings. Indicate your votes for the resolutions that are tabled for voting. Confirm and submit your votes.
4. End of remote participation	<ul style="list-style-type: none"> Upon the announcement by the Chairman on the conclusion of the 16th AGM, the live streaming will end.

Notes to users of the RPV facilities:

- Should your registration for RPV be approved, we will make available to you the rights to join the live stream meeting and to vote remotely. Your login to TIIH Online on the day of the 16th AGM will indicate your presence at the virtual meeting.
- The quality of your connection to the live broadcast is dependent on the bandwidth and stability of the internet at your location and the device you use.
- In the event you encounter any issues with logging-in, connection to the live stream meeting or online voting on the day of the 16th AGM, kindly call Tricor Help Line at 011-40805616 / 011-40803168 / 011-40803169 / 011-40803170 for assistance or e-mail to tiih.online@my.tricorglobal.com for assistance.

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DOOR GIFTS OR FOOD VOUCHERS

There will be no distribution of door gifts or food vouchers to members/proxies who participate at the 16th AGM.

SUBMISSION OF QUESTIONS FOR THE 16TH AGM

Members may submit questions to the Board of Directors prior to the 16th AGM via the TIIH Online Website at <https://tiih.online> by selecting "e-Services" to login, pose questions and submit electronically no later than Tuesday, 8 June 2021 at 2.30 p.m. or may use the query box to transmit questions to the Board of Directors via the RPV facilities during live streaming of the 16th AGM.

ENQUIRY

If you have any enquiries on the above, kindly contact Tricor from Mondays to Fridays, 8.30 a.m. to 5.30 p.m. (except on public holidays):

General Line : +603-2783 9299

Fax Number : +603-2783 9222

Email : is.enquiry@my.tricorglobal.com

Contact Persons : Mr Eric Low (603-2783 9267 / Eric.Low@my.tricorglobal.com)

: Encik Amier Arief (603-2783 9250 / Amier.Arief@my.tricorglobal.com)