



ECO WORLD INTERNATIONAL BERHAD
 Registration No. 201301030020 (1059850-A)
 (Incorporated in Malaysia)

**ADMINISTRATIVE GUIDE FOR THE
 EXTRAORDINARY GENERAL MEETING (“EGM”)**

DAY AND DATE	TIME	BROADCAST VENUE	ONLINE MEETING PLATFORM
Monday 19 June 2023	10.00 a.m.	Bukit Bintang City Centre Sales Gallery No. 2, Jalan Hang Tuah, 55100 Kuala Lumpur, Wilayah Persekutuan, Malaysia.	<u>https://meeting.boardroomlimited.my</u> (“Boardroom Meeting Portal”)

1. VIRTUAL MEETING

The EGM of the Company will be conducted virtually by way of live streaming and online remote voting using the Remote Participation and Electronic Voting facilities (“RPEV”) to be provided by the Company’s Share Registrar, Boardroom Share Registrars Sdn Bhd (“Boardroom”) via the Boardroom Meeting Portal at <https://meeting.boardroomlimited.my>.

Only members whose names appear in the Record of Depositors as at 12 June 2023 (General Meeting Record of Depositors) shall be eligible to participate and vote at the EGM or appoint proxy(ies) to attend and vote on his/her behalf. No members or proxy(ies) shall be allowed to be physically present at the Broadcast Venue.

The quality of connection to the live webcast is dependent on the bandwidth and stability of the internet connection at the location and the device used by the participants.

2. REMOTE PARTICIPATION AND ELECTRONIC VOTING FACILITIES

The RPEV is available to (i) individual shareholders; (ii) corporate shareholders; (iii) authorised nominees; and (iv) exempt authorised nominees (“Members”).

With the RPEV, Members may exercise their rights to participate (including to pose questions to the Company) and vote remotely at the EGM. Alternatively, Members may also appoint proxy(ies) or the Chairman of the EGM as their proxy to attend and vote on their behalf at the EGM.

2. REMOTE PARTICIPATION AND ELECTRONIC VOTING FACILITIES (Cont'd)

Members and proxies who wish to participate at the EGM via RPEV, kindly follow the steps below to register your participation:

BEFORE THE DAY OF THE EGM

Step 1: Register Online with Boardroom Smart Investor Portal (“BSIP”)

Note: This is a one-time registration. If you have already signed up with BSIP, you are not required to register. You may proceed to Step 2.

- (a) Access website <https://investor.boardroomlimited.com>
- (b) Click “**Register**” to sign up as a user.
- (c) Please select the correct account type i.e. sign up as “**Shareholder**” or “**Corporate Holder**”.
 - For Shareholder, kindly upload a softcopy of MyKad (front and back) or Passport and click “**Sign Up**” to complete the registration.
 - For Corporate Holder, kindly upload a copy of the authorisation letter (template is available on BSIP)/ Certificate of Appointment of Corporate Representative/ Power of Attorney and click “**Sign Up**” to complete the registration.
- (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 process.
- (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 the registered mobile number. You will need to enter the OTP code for verification and click “**Enter**” to complete the registration process.
- (f) Once your mobile number is verified, registration of your new BSIP account will be submitted for final verification. Your registration will be verified and approved within one (1) business day and an email notification will be provided once the registration of your new BSIP account is completed.

Step 2: Submit Request for RPEV

The registration for RPEV will open from **Friday, 26 May 2023 to Monday, 19 June 2023 at 10.00 a.m.** (commencement of the EGM).

For Individual and Corporate Shareholders

- (a) Login to <https://investor.boardroomlimited.com>
- (b) Click “**Meeting Event**” and select “**ECO WORLD INTERNATIONAL BERHAD EXTRAORDINARY GENERAL MEETING**” from the list of companies and click “**Enter**”.
- (c) Click “**Register for RPEV**”.
- (d) Enter your CDS account number.
- (e) Read and accept the Terms & Conditions and click “**Next**” to submit your request for RPEV.

For Corporate Shareholders, Authorised Nominees and Exempt Authorised Nominees

- (a) Please write in to bsr.helpdesk@boardroomlimited.com and provide the name of the shareholder, CDS account number and the authorisation letter/ Certificate of Appointment of Corporate Representative/ Power of Attorney/ Proxy Form (as the case may be) for registration.
- (b) Please provide a copy of authorised representative’s MyKad (front and back) or Passport as well as his/ her email address for registration.

2. REMOTE PARTICIPATION AND ELECTRONIC VOTING FACILITIES (Cont'd)

Step 3: Verification and Email Notification

For Individual Shareholders, Corporate Shareholders, Authorised Nominees and Exempt Authorised Nominees

- (a) An email notification will be sent by Boardroom to notify that your request for remote participation has been received for system verification.
- (b) Upon verification against the General Meeting Record of Depositors, you will receive an email from Boardroom on Saturday, 17 June 2023 notifying whether your registration for RPEV has been approved or rejected.
- (c) If your registration is approved, the said email will provide the Meeting ID, Username and Password for the EGM.

ON THE DAY OF THE EGM

Step 4: Login to Boardroom Meeting Portal

- (a) The Boardroom Meeting Portal will open for login on Monday, 19 June 2023 at 9.00 a.m., which is one hour before the commencement of the EGM.
- (b) Click the link provided in the email stated in Step 3(c) above to join the EGM. Please insert the Meeting ID and login with the Username and Password provided to you in the said email.
- (c) Please follow the steps given in the email on how to view the live webcast, submit questions and vote.
- (d) The messaging or submit question tab will be disabled when the Chairman announces the closure of the Q&A session.
- (e) The voting tab will be disabled upon the closure of the poll voting.
- (f) The live webcast will end when the Chairman announces the closure of the EGM.

3. APPOINTMENT OF PROXY

The appointment of proxy may be made in the form of hardcopy or by electronic means as specified below and must be received by Boardroom no later than Saturday, 17 June 2023 at 10.00 a.m. or any adjournment thereof:

In hardcopy form

Deposited at the office of Boardroom at 11th Floor, Menara Symphony, No. 5, Jalan Professor Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia.

By electronic means

Alternatively, the instrument appointing proxy may also be lodged electronically via BSIP at <https://investor.boardroomlimited.com> or by fax to +603-7890 4670 or by email to bsr.helpdesk@boardroomlimited.com.

If you have submitted your proxy form(s) prior to the EGM and subsequently decide to appoint another person or wish to personally participate remotely in the EGM, please write in to bsr.helpdesk@boardroomlimited.com to revoke your earlier proxy appointment no later than Saturday, 17 June 2023 at 10.00 a.m. or any adjournment thereof. Please note that upon your registration to appoint another person or to personally participate remotely in the EGM, any previous proxy appointment will be deemed revoked.

3. APPOINTMENT OF PROXY (Cont'd)

If Members wish to submit their Proxy Form electronically via BSIP, please refer to the procedures for electronic lodgement of Proxy Form as follows:

Note: You must be a registered BSIP user in order to submit Proxy Form via BSIP, please refer to Note 2, Step 1 – Register Online with BSIP above for registration.

For Individual and Corporate Shareholders

- (a) Login to <https://investor.boardroomlimited.com>
- (b) Click “**Meeting Event**” and select “**ECO WORLD INTERNATIONAL BERHAD EXTRAORDINARY GENERAL MEETING**” from the list of companies and click “**Enter**”.
- (c) Click “**Submit eProxy Form**”.
- (d) Select the company you would like to be represented (*applicable for Corporate Shareholders with more than one company*).
- (e) Enter your CDS account number and number of securities held.
- (f) Select your proxy – either the Chairman of the meeting or individual named proxy(ies).
- (g) Read and accept the Terms and Conditions and click “**Next**”.
- (h) Enter the required particulars of your proxy(ies).
- (i) Indicate your voting instructions – FOR or AGAINST or ABSTAIN. If no indication is given, your proxy(ies) will decide on your votes during the EGM.
- (j) Review and confirm your proxy(ies) appointment.
- (k) Click “**Apply**”.
- (l) Download or print the eProxy form as acknowledgement.

For Authorised Nominees and Exempt Authorised Nominees

- (a) Login to <https://investor.boardroomlimited.com>
- (b) Click “**Meeting Event**” and select “**ECO WORLD INTERNATIONAL BERHAD EXTRAORDINARY GENERAL MEETING**” from the list of companies and click “**Enter**”.
- (c) Click “**Submit eProxy Form**”.
- (d) Select the company you would like to be represented (*if more than one company*).
- (e) Proceed to download the file “**Submission of Proxy Form**”.
- (f) Complete the form for the appointment of proxy(ies) by inserting the required data.
- (g) Proceed to upload the duly completed proxy appointment form.
- (h) Review and confirm your proxy(ies) appointment and click “**Submit**”.
- (i) Download or print the eProxy form as acknowledgement.

*Note: If you are the authorised representative for more than one (1) Corporate Shareholder/ Authorised Nominee/ Exempt Authorised Nominee, kindly click the “**Home**” button and select “**Edit Profile**” in order to add company name.*

4. POLL VOTING

The voting at the EGM will be conducted by way of poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Boardroom as the Poll Administrator to conduct the poll voting via the Boardroom Meeting Portal and GovernAce Advisory & Solutions Sdn Bhd as the Scrutineers to verify the poll results. Upon the completion of the voting session for the EGM, the Scrutineers will verify the poll results followed by the Chairman’s declaration whether the resolution is duly passed.

5. SUBMISSION OF QUESTIONS

Prior to the EGM

Members and proxies may submit questions before the EGM to the Chairman or the Board of Directors via BSIP at <https://investor.boardroomlimited.com> **no later than Saturday, 17 June 2023 at 10.00 a.m.** Click “**Submit Question**” after selecting “**ECO WORLD INTERNATIONAL BERHAD EXTRAORDINARY GENERAL MEETING**” from “**Meeting Event**” to submit your questions.

During the EGM

If you have any question for the Chairman or the Board of Directors, you may use the messaging window facility by clicking the messaging or submit question tab within Boardroom Meeting Portal at <https://meeting.boardroomlimited.my> to submit your questions. The messaging window facility will open one (1) hour before the commencement of the EGM which is on Monday, 19 June 2023 at 9.00 a.m. and will remain open until such time that the Chairman announces the closure of the Q&A session. The Chairman or the Board of Directors will endeavour to address all questions received in relation to the EGM.

6. ENQUIRY

If you have any enquiries relating to the Boardroom Meeting Portal or proxy appointment prior to the EGM, or encounter any technical issues to participate in the virtual EGM, please contact Boardroom during office hours from Monday to Friday, 8.30 a.m. to 5.30 p.m. (except for public holidays):

Boardroom Share Registrars Sdn Bhd

General Line : +603 7890 4700
Fax number : +603 7890 4670
Email : bsr.helpdesk@boardroomlimited.com