



ASDION BERHAD

(Registration No. 200201023149 (590812-D))
(Incorporated in Malaysia)

NOTIFICATION TO SHAREHOLDERS OF THE EXTRAORDINARY GENERAL MEETING (“EGM”) OF ASDION BERHAD (“ASDION” OR “COMPANY”) TO ONLINE MEETING PLATFORM AT 10.00 A.M.

Dear Shareholders,

As a result of the implementation of the National Recovery Plan, the Securities Commission Malaysia had on 1 June 2021 updated its Guidance Note and FAQs on the Conduct of General Meetings for listed issuers which states that listed issuers are only allowed to conduct fully virtual general meetings during this period. In a fully virtual general meeting, all meeting participants including the Chairperson of the meeting, board members, senior management and shareholders participate in the meeting online. Physical meetings or gatherings, irrespective of the number of participants involved are prohibited.

According to the updated Guidance Note and FAQs, an online meeting platform can be recognized as the meeting venue or main venue under Section 327(2) of the Companies Act 2016 provided that the online meeting platform is located in Malaysia.

In line with the National Recovery Plan, the Company wishes to inform that the venue of the EGM via online meeting platform at <https://bit.ly/36tN5Px> provided by the Poll Administrator, HMC Corporate Services Sdn Bhd.

Date : Wednesday, 11 August 2021
Time : 10.00 a.m.
Venue : Online meeting platform at
<https://bit.ly/36tN5Px> provided by
HMC Corporate Services Sdn Bhd

Members who wish to participate at the EGM will have to register online and attend remotely. Please refer to the Administrative Guide for the EGM for details on remote participation access and electronic voting at the meeting.

If you have any enquiries on the above, please contact the following persons during office hours on Mondays to Fridays from 9.00 a.m. to 5.00 p.m. (except on public holidays):

HMC Corporate Services Sdn Bhd
Registration No. 198201003810 (83556-P)
Level 2, Tower 1, Avenue 5, Bangsar South City, 59200 Kuala Lumpur
Telephone : +603 2241 5800
Mobile : +6017 388 3989
Email : office365support@hmc.my
Contact Person : HMC Virtual Meeting Administrator

We would like to thank you for your understanding and continued support to the Company.

Yours faithfully
ASDION BERHAD

RAZMI BIN ALIAS
Executive Director



ASDION BERHAD

(Registration No. 200201023149 (590812-D))
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ADMINISTRATIVE GUIDE

IN RESPECT OF THE EXTRAORDINARY GENERAL MEETING (“EGM”) TO BE HELD VIA AN ONLINE PLATFORM

DATE: Wednesday, 11 August 2021	TIME: 10.00 a.m.	VENUE: Online meeting platform at https://bit.ly/36tN5Px provided by HMC Corporate Services Sdn Bhd
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Mode of Meeting

Due to the unprecedented circumstances arising from the measures that have been implemented nationwide to limit the spread of the Covid-19, the Company will conducted on a fully virtual basis via online meeting platform and online remote voting facilities.

Online Meeting Platform

According to the updated Guidance Note and FAQs issued by the Securities Commission on 1 June 2021, an online meeting platform can be recognized as the meeting venue or main venue under Section 327(2) of the Companies Act 2016 provided that the online meeting platform is located in Malaysia. All meeting participants including the Chairperson of the meeting, board members, senior management and shareholders participate in the meeting online. Physical meetings or gatherings, irrespective of the number of participants involved are prohibited.

General Meeting Record of Depositors

1. In respect of deposited securities, only members whose names appear on the Record of Depositors on 4 August 2021 (General Meeting Record of Depositors) shall be eligible to participate, speak and vote at the EGM or appoint proxy(ies) to participate and/or vote on his(her) behalf.

Proxy


2. A member entitled to participate and vote remotely at the EGM using the Virtual Meeting Facilities is entitled to appoint proxy/proxies, to participate and vote instead of him. If you are unable to participate the meeting and wish to appoint a proxy to vote on your behalf, please submit your Form of Proxy in accordance with the notes and instructions set out hereunder.
3. Alternatively, if a shareholder is unable to participate the EGM via Virtual Meeting Facilities on 11 August 2021, he/she can appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Form of Proxy.
4. The instrument appointing a proxy must be deposited at the Registered Office of the Company at Level 2, Tower 1, Avenue 5, Bangsar South City, 59200 Kuala Lumpur, not later than twenty-four (24) hours before the time appointed for the taking of poll at the meeting or adjourned meeting, not later than **Tuesday, 10 August 2021 at 10.00 a.m.** In View of the National Recovery Plan, you may email your Form of proxy to office365support@hmc.my

Poll Voting

5. The voting at the EGM will be conducted by poll in accordance with Clause 75 of the Company's Constitution. The Company has appointed HMC CORPORATE SERVICES SDN BHD as Poll Administrator to conduct the poll by way of online voting and USearch Management Services as Scrutineers to verify the poll results.
6. Shareholders can proceed to vote on the resolutions and submit your votes at any time from the commencement of the EGM at 10.00 a.m. and before the end of the voting session which will be announced by the Chairman of the meeting. The Online Voting link will be displayed in the Chat Box upon the commencement of the meeting. The QR Code for the Online Voting will also display on the screen upon the commencement of the voting session. Upon completion of the voting session for the EGM, the Scrutineers will verify and announce the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

Virtual Meeting Facilities

7. We would like to invite the Shareholders to participate and vote remotely at the EGM using the Virtual Meeting Facilities. Please refer to item 10 on the registration link.
8. **For the appointed Corporate Representatives representing the Corporate Shareholders, please register yourself via the Registration Link** provided below and to provide the following documents to HMC Corporate Services Sdn Bhd **not later than Tuesday, 10 August 2021 at 10.00 a.m.:**
 - (a) Original certificate of appointment of its Corporate Representative under the seal of the corporation; and
 - (b) Corporate Representative's e-mail address and hand-phone number.
9. For the beneficiary of the shares under a Nominee Company's CDS account who wishes to use the Virtual Meeting Facility at the EGM may request its Nominee Company to appoint him/her as proxy to participate and vote remotely at the EGM via the Virtual Meeting Facilities, please submit the duly executed Form of Proxy to HMC Corporate Services Sdn Bhd not later than **Tuesday, 10 August 2021 at 10.00 a.m.** and **register yourself via the Registration Link below.**
10. Please follow the following steps to be taken for participating and voting via the Virtual Meeting facilities:

BEFORE THE EGM		
(a)	REGISTRATION	<ul style="list-style-type: none">• Please click on the following link to register yourself as Shareholder/Corporate Representative/Beneficiary Owner of an Exempt Nominee for verification of attendance purpose. Registration Link https://bit.ly/3wuRWKK
(b)	CONFIRMATION ATTENDANCE	<ul style="list-style-type: none">• Upon verification, the participation link will be sent to your goodself before the commencement of the meeting.
(c)	SUBMISSION OF QUESTIONS	<ul style="list-style-type: none">• You may submit any questions online by scanning the QR Code below or via https://bit.ly/36t6YWM and to submit your questions accordingly: 
ON THE EGM DAY		
(d)	PARTICIPATION	<ul style="list-style-type: none">• To participate in the meeting, click on the participation link which was provided to you via email, at least 15 minutes before the commencement of meeting at 10.00 a.m. on 11 August 2021.• If you have any questions to be raised during the meeting, you may submit it by using the Q&A box.

		<ul style="list-style-type: none"> The Chairman/Board of Directors will address the questions submitted prior or during the meeting accordingly.
(e)	ONLINE VOTING	<ul style="list-style-type: none"> Upon the commencement of the meeting, the link to the online voting will be displayed in the Chat Box of the Virtual Meeting Room. Members or proxies may commence voting from 10.00 a.m. on 11 August 2021 until such time when the Chairman announces the closing of the voting session. After the counting of votes, the Chairman will announce the poll results.
(f)	CLOSURE	The EGM will be closed upon the announcement by the Chairman, the Virtual Meeting will end.

No Door Gift

11. There will be no distribution of door gifts for the participation of the EGM.

No Recording or Photography

12. Unauthorised recording and photography are strictly prohibited at the EGM.

Enquiry

13. If you have any enquiry or require any assistance before or during the EGM, please contact the following during office hours from 9.00 a.m. to 5.00 p.m. (Mondays to Fridays):-

HMC CORPORATE SERVICES SDN BHD
Registration No. 198201003810 (83556-P)
 Level 2, Tower 1, Avenue 5
 Bangsar South City
 59200 Kuala Lumpur
 Tel : 603-2281 5800
 Mobile/WhatsApp: 017 388 3989
 Fax : 603-2282 5022
 Email : office365support@hmc.my
 Contact Person: HMC Virtual Meeting Administrator