



## CNERGENZ BERHAD

Registration No. 202101026123 (1426423-D)  
(Incorporated in Malaysia)

### ADMINISTRATIVE GUIDE FOR THE THIRD ANNUAL GENERAL MEETING (“3<sup>RD</sup> AGM”)

Date of 3 <sup>rd</sup> AGM	: Wednesday, 29 May 2024
Time	: 10.00 am
Online Meeting Platform	: <a href="https://meeting.boardroomlimited.my">https://meeting.boardroomlimited.my</a>
Mode of Communication	: (1) Typed text in the RPEV facilities (2) Email questions to <a href="mailto:bsr.helpdesk@boardroomlimited.com">bsr.helpdesk@boardroomlimited.com</a> prior to meeting
Domain Registration Number with MYNIC	: D6A357657

### MODE OF MEETING

The 3<sup>rd</sup> AGM of Cnergenz Berhad (“Cnergenz” or “the Company”) will be conducted fully virtual through live streaming and Remote Participation and Electronic Voting (“RPEV”) facilities at <https://meeting.boardroomlimited.my> provided by Boardroom Share Registrars Sdn. Bhd. (“Boardroom”).

### ENTITLEMENT TO PARTICIPATE AND VOTE REMOTELY

Only shareholders whose name(s) appear on the Record of Depositors (“ROD”) as at **21 May 2024** shall be eligible to attend, participate, pose questions and vote in the meeting or appoint proxy(ies) to participate on his/her behalf.

### PROCEDURES TO PARTICIPATE IN RPEV FACILITIES

- All shareholders including (i) individual shareholders; (ii) corporate shareholders; (iii) authorised nominees; and (iv) exempt authorised nominees shall use the RPEV facilities to participate and vote remotely at the 3<sup>rd</sup> AGM. You will be able to view a live webcast of the meeting, ask questions and submit your votes in real time whilst the meeting is in progress.
- Kindly follow the steps below the request for your login ID, password and usage of the RPEV facilities:-

No.	Procedure	Action
<b>BEFORE 3<sup>RD</sup> AGM DAY</b>		
1.	Register online with Boardroom Smart Investor Portal (“BSIP”) <i>Note: If you have previously registered with BSIP, you may proceed to Step 2</i>	<p>The registration will open from the day of notice of 3<sup>rd</sup> AGM</p> <ol style="list-style-type: none"><li>Access BSIP website at <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a>.</li><li>Click “<b>Register</b>” to sign up for a BSIP account.</li><li>Please select the correct account type, i.e. sign up as “<b>Shareholder</b>” or “<b>Corporate Holder</b>”.</li><li>Complete the registration with all required information. Upload softcopy of your MyKad (front and back) or passport in JPEG, PNG or PDF format. For Corporate Holder, kindly upload the authorisation letter as well Click “<b>Sign Up</b>”.</li><li>You will receive an e-mail from BSIP Online for e-mail address verification. Click “<b>Verify E-mail Address</b>” to proceed with the registration.</li><li>Once your email address is verified, you will be re-directed to BSIP Online for verification of your mobile number. Click “<b>Request OTP Code</b>” and an OTP code will be sent to the registered mobile number. Click “<b>Enter</b>” to enter the OTP code to complete the process.</li><li>An e-mail will be sent to you within one (1) business day informing you on the approval of your BSIP account. You can login to BSIP at <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> with the e-mail address and password that you have provided during the registration to proceed with the next step.</li></ol>



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No.	Procedure	Action
		<p><b>*Check your email address is keyed in correctly.</b>  <b>*Remember the password you have keyed-in.</b></p>
2.	Submit Request for Remote Participation User ID and Password	<p>Registration for remote access will be opened on <b>Tuesday, 30 April 2024</b>. Please note that the closing time to submit your request is <b>not less than twenty-four (24) hours</b> before the time of holding the 3<sup>rd</sup> AGM, i.e. latest by <b>Tuesday, 28 May 2024 at 10.00 am</b>.</p> <p><b>Individual/Corporate Shareholders</b></p> <ol style="list-style-type: none"> <li>Access BSIP website at <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a>.</li> <li>Login using your User ID (registered email address) and password.</li> <li>Select "<b>CNERGENZ BERHAD ANNUAL GENERAL MEETING</b>" from the list of Meeting Events and click "<b>Enter</b>".</li> <li>To attend the virtual 3<sup>rd</sup> AGM remotely             <ul style="list-style-type: none"> <li>Go to "<b>VIRTUAL</b>" and click "<b>Register for RPEV</b>".</li> <li>Read and accept the General Terms &amp; Conditions by clicking "<b>Next</b>".</li> <li>Enter your CDS account number and click "<b>Submit</b>" to complete your request.</li> </ul> </li> <li>To appoint proxy             <ul style="list-style-type: none"> <li>Click "<b>Submit eProxy Form</b>".</li> <li>For Corporate Shareholder, select the company you would like to represent (if more than one).</li> <li>Read and accept the General Terms and Conditions and enter your CDS account no. Then, insert your proxy details and voting instructions. If you wish your proxy(ies) to act upon his/her discretion, please indicate '<b>Discretionary</b>'.</li> </ul> </li> </ol> <p><b>Authorised Nominees and Exempt Authorised Nominees</b></p> <ol style="list-style-type: none"> <li>Access BSIP website at <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a>.</li> <li>Login using your User ID (registered email address) and password.</li> <li>Select "<b>CNERGENZ GROUP BERHAD ANNUAL GENERAL MEETING</b>" from the list of Meeting Events and click "Enter".</li> <li>Click "<b>Submit eProxy Form</b>".</li> <li>Select the company you would like to represent (if more than one).</li> <li>Proceed to download the file format for "<b>Submission of Proxy Form</b>".</li> <li>Prepare the file for the appointment of proxy(ies) by inserting the required data.</li> <li>Proceed to upload the duly completed Proxy Appointment file.</li> <li>Review and confirm your proxy(ies) appointment(s) and click "<b>Submit</b>".</li> <li>Download or print the eProxy form as acknowledgement.</li> </ol> <p>For Corporate Shareholders, Authorised Nominees/Exempt Authorised Nominees and Attorneys, you may also write to <a href="mailto:bsr.helpdesk@boardroomlimited.com">bsr.helpdesk@boardroomlimited.com</a> and provide the name of the shareholder, CDS account no. and the Certificate of Appointment of Corporate Representative or Proxy Form (as the case may be). A copy of MyKad or passport and a valid email address are required.</p> <p><b>*Check the email address of Proxy or Corporate Representative is written down correctly.</b></p>
3.	Email Notification	<ol style="list-style-type: none"> <li>You will receive notification(s) from Boardroom that your request(s) has been received and is/are being verified.</li> <li>After verification of your registration against the ROD as at <b>21 May 2024</b>, you will receive an email from Boardroom either approving or rejecting your registration for remote participation.</li> <li>If your registration is approved, you will also receive your remote access user ID and password in the same email from Boardroom after the closing date.</li> </ol>

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No.	Procedure	Action
		(d) Please note that the closing date and time to submit your request for remote participation user ID and password is on <b>Tuesday, 28 May 2024 at 10.00 am</b> (24 hours before the commencement of the 3 <sup>rd</sup> AGM).
<b>ON 3<sup>RD</sup> AGM DAY</b>		
4.	<b>Login to virtual meeting platform</b>	<p>(a) The Virtual Meeting Platform will be opened for login one (1) hour before the scheduled commencement of the 3<sup>rd</sup> AGM, which is from <b>9.00 am on Wednesday, 29 May 2024</b>.</p> <ul style="list-style-type: none"> <li>➢ Launch Lumi portal by scanning the QR code provided in the email notification; or</li> <li>➢ Access the Lumi portal via <a href="https://meeting.boardroomlimited.my">https://meeting.boardroomlimited.my</a>.</li> </ul> <p>(b) Insert the Meeting ID number and sign in with the user ID and password provided by you via the email notification in Step 3 above.</p> <p><u>Note:</u> The quality of the connectivity to the Virtual Meeting Platform for the live webcast and remote online voting is highly dependent on the bandwidth and stability of the internet connection available at the location of the remote users.</p>
5.	<b>Participate through Live Streaming</b>	<p><i>[Note: Questions submitted online using <b>typed text</b> will be moderated before being sent to the Chairman of the 3<sup>rd</sup> AGM to avoid repetition. Every question and message will be presented with the full name of the shareholder or proxy or corporate representative raising the question.]</i></p> <p>(a) If you would like to view the live webcast, select the  broadcast icon.</p> <p>(b) If you would like to ask a question during the 3<sup>rd</sup> AGM,  select the messaging icon.</p> <p>(c) Type your message within the chat box, once completed click the <b>"Send"</b> button.</p> <p>The Chairman of the 3<sup>rd</sup> AGM / Board of Directors will endeavor to respond to questions submitted by remote shareholders, proxies and corporate representatives during the 3<sup>rd</sup> AGM.</p> <p><u>Note:</u> There shall not be two-way communication available at the meeting.</p>
6.	<b>Online Remote Voting</b>	<p>Once the Chairman of the 3<sup>rd</sup> AGM announces the opening of remote voting:</p> <p>(a) The polling icon  will appear with the resolutions and voting choices until such time that the Chairman of the 3<sup>rd</sup> AGM declares the end of the voting session.</p> <p>(b) To vote, select your voting choice from the options provided. A confirmation message will appear to indicate that your vote has been received.</p> <p>(c) To change your vote, re-select your voting option.</p> <p>(d) If you wish to cancel your vote, please press <b>"Cancel"</b>.</p>
7.	<b>End of RPEV</b>	Upon announcement by the Chairman of the 3 <sup>rd</sup> AGM on the closure of the 3 <sup>rd</sup> AGM, the Live Streaming will end.



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**ADDITIONAL INFORMATION**

**No e-Voucher, Gift, and Food Voucher**

There will be no e-voucher, gift, and food voucher for shareholders/proxies/corporate representatives who participate in the 3<sup>rd</sup> AGM.

**No Recording or Photography**

No recording or photography of the 3<sup>rd</sup> AGM proceedings is allowed without the prior written permission of the Company.

**Enquiry**

For enquiries relating to RPEV facilities or issues encountered during registration, log in, connecting to the live streaming and online voting facilities, please contact Boardroom during office hours (8:30 a.m. to 5:30 p.m.) on Mondays to Fridays (except public holidays) as follows:

**BoardRoom Help Desk**

T: +603 7890 4700

E: [bsr.helpdesk@boardroomlimited.com](mailto:bsr.helpdesk@boardroomlimited.com)

If there is any material change required to the proceeding of the meeting, the Company will make an announcement on the same accordingly. Hence, please refer to the website of the Company and / or Bursa Malaysia Securities Berhad for announcements on the latest update (if any) in relation to the 3<sup>rd</sup> AGM.

**Personal Data Privacy**

By registering for the remote participation and electronic voting meeting and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the shareholder of the Company has consented to the use of such data for purposes of processing and administration by the Company (or its agents); and to comply with any laws, listing rules, regulations and/or guidelines. The shareholder agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the stockholder's breach of warranty.