



## **N2N CONNECT BERHAD**

**200001020530 (523137-K)**

(Incorporated in Malaysia)

### **ADMINISTRATIVE GUIDE FOR THE 20<sup>TH</sup> ANNUAL GENERAL MEETING (“AGM”)**

Dear Shareholders of N2N Connect Berhad (“N2N” or the “Company”)

#### **COVID-19 Safety Measures**

In view of the COVID-19 pandemic, your safety remains our utmost priority. It is necessary that we introduce safety measures and controls for the well-being of our shareholders as well as to enable the Company to comply with the Government and/or relevant authorities’ directive and guidelines on public gathering and events which may be issued from time to time.

As a precautionary measure, the Company reserves the right to change the meeting arrangements in accordance with the latest directives issued relating to COVID-19, including limiting the number of attendees to be physically present at the venue of the 20<sup>th</sup> AGM.

If you have travelled overseas in the past 14 days before the date of the 20<sup>th</sup> AGM or have been in contact with a COVID-19 infected person or if you are unwell with symptoms of COVID-19, please do not attend the 20<sup>th</sup> AGM. You are strongly encouraged to submit your Proxy Form prior to the AGM.

#### **Pre-registration to attend the AGM**

Shareholders are encouraged to register ahead of the 20<sup>th</sup> AGM to allow the Company to make the necessary arrangements in relation to the meeting to accommodate the meeting participants. Please do read and follow the following procedures to pre-register your physical attendance at the 20<sup>th</sup> AGM via the Company’s website at <https://www.n2nconnect.com/>

- (i) Go to the Company’s website at <https://www.n2nconnect.com/> and select “INVESTOR RELATIONS – GENERAL MEETING” at the top of the webpage.
- (ii) Select “Registration to attend 20th AGM” and fill up the particulars accordingly to register.
- (iii) System will send an e-mail to notify that your registration for Physical Attendance at Meeting Venue has been received and will be verified.
- (iv) After verification of your registration against the General Meeting Record of Depositors, the system will send you an e-mail after 20 May 2021 notifying you whether your registration to attend the 20<sup>th</sup> AGM has been accepted/declined.

Please note that only a depositor whose name appears on the Record of Depositors as at 20 May 2021 shall be entitled to attend or appoint proxies to attend and/or vote on his/her behalf at the 20<sup>th</sup> AGM.

#### **Registration**

Registration will start at 8:30 a.m. and will remain open until the Chairman announces that the registration will be closed to facilitate the commencement of the poll or such time as may be determined by the Chairman of the Meeting.

Before proceeding to the registration counter, you will be required to go through a compulsory body temperature screening. You will not be allowed to proceed to the registration counter if your body temperature is above 37.5°C or if you experience any symptoms of being unwell.

You are required to scan the QR Code via the MySejahtera application in accordance with the guidelines issued by the authorities.

You are also required to wear a face mask when entering our meeting premise and throughout the AGM.

Please present your original Identity Card (IC) or Passport (for foreigners) at the registration counter for verification. No photocopy of IC or Passport will be accepted. Please make sure you collect your IC or Passport thereafter.

You will be given an identification wristband printed with passcode upon registration and only be allowed to enter the meeting hall if you are wearing the identification wristband. Please retain the identification wristband for voting. There will be no replacement in the event you lose or misplace the identification wristband.

No person is allowed to register on behalf of another person even with the original IC or passport of that other person.

The registration counter will only handle verification of identity and registration.

Please proceed to the Help Desk which is located at the end of the registration counters for any clarification or queries. The Help Desk will also handle revocation of proxy's appointment.

#### Form(s) of Proxy

1. If you are not able to participate in the 20<sup>th</sup> AGM, you can appoint the Chairman of the meeting as your proxy and indicate the voting instructions in the proxy form(s).
2. Please take note that you must complete the Form of Proxy for the AGM should you wish to appoint proxy(ies).
3. Please ensure that the original form is deposited at the Share Registrar's office not less than 48 hours before the time appointed for holding the AGM at the following address during office hour from 8:30 a.m. to 5:30 p.m.:

Boardroom Share Registrars Sdn. Bhd.  
G Floor or 11th Floor, Menara Symphony  
No. 5, Jalan Prof. Khoo Kay Kim  
Seksyen 13  
46200 Petaling Jaya  
Selangor Darul Ehsan  
Office : +603-7890 4700  
Fax : +603-7890 4670

4. Alternatively, the proxy appointment can also be lodged electronically via Share Registrar's website, Boardroom Smart Investor Portal at <https://boardroomlimited.my> which is free and available to all individual shareholders, no less than 48 hours before the time appointed for the holding of the 20<sup>th</sup> AGM, i.e. latest by Tuesday, 25 May 2021 at 10:00 a.m. For further information, kindly refer to the "Electronic Lodgement of Form of Proxy" below.

## **Electronic Lodgement of Form of Proxy**

Kindly read and follow the guidelines below.

### **Step 1 – Register Online with Boardroom Smart Investor Portal (for first time registration only)**

*[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register again. You may proceed to Step 2 – eProxy Lodgement.]*

- a. Access website <https://boardroomlimited.my>
- b. Click <<Login>> and click <<Register>> to sign up as a user.
- c. Complete registration and upload softcopy of MyKad (front and back) or Passport in JPEG, PNG or PDF format.
- d. Please enter a valid email address and wait for email verification from Boardroom.
- e. Your registration will be verified and approved within one (1) business day and email notification will be provided to you.

### **Step 2 – eProxy Lodgement**

- a. Access website <https://boardroomlimited.my>
- b. Login with your User ID and Password given above.
- c. Go to “**E-PROXY LODGEMENT**” and browse the Meeting List for “**N2N CONNECT BERHAD 20<sup>TH</sup> ANNUAL GENERAL MEETING**” and click “**APPLY**”.
- d. Read the terms & conditions and confirm the Declaration.
- e. Enter your CDS Account Number and indicate the number of securities.
- f. Appoint your proxy(ies) or the Chairman of the Meeting and enter the required particulars for your proxy(ies).
- g. Indicate your voting instructions – FOR or AGAINST or ABSTAIN, otherwise your proxy(ies) will decide your votes.
- h. Review and confirm your proxy(ies) appointment.
- i. Click submit.
- j. Download or print the eProxy Form acknowledgement.

### **Revocation of Proxy**

If you have submitted your Form(s) of Proxy and subsequently decide to appoint another person or wish to participate in the AGM yourself, please write in to [bsr.helpdesk@boardroomlimited.com](mailto:bsr.helpdesk@boardroomlimited.com) to revoke the earlier appointed proxy 24 hours before the AGM.

### **Recording or photography at the 20<sup>th</sup> AGM**

No screen recording or any other form of recording or photography of the AGM proceeding is allowed without the prior written permission of the Company.

### **No refreshment and door gift**

To ensure physical distancing as well as a measure to reduce the number of crowds or attendees at the 20<sup>th</sup> AGM in accordance with the guidelines issued by the authorities in relation to the COVID-19 pandemic, no refreshment nor door gift will be provided to the attendees at the AGM.

Please be informed that there shall be no parking claim.