

**ADMINISTRATIVE GUIDE FOR THE THIRTY-SEVENTH
ANNUAL GENERAL MEETING (“37TH AGM”)**

Day, Date and Time : Friday, 23 May 2025 at 10.00 a.m.
**Meeting Venue : Crown Hall, Level 1, Crystal Crown Hotel Harbour View,
217 Persiaran Raja Muda Musa, 42000 Port Klang,
Selangor Darul Ehsan**

REGISTRATION

The registration counter starts at 9.00 a.m. on Friday, 23 May 2025 and will open until the conclusion of the 37th AGM or such time may be determined by the Chairman of the Meeting. Shareholders or proxies are required to produce/show their original MyKAD or Passport (for non-Malaysians) to the registration staff for verification purposes. Please ensure the original MyKAD or Passport is returned to you thereafter.

Please take note that no person will be allowed to register on behalf of another person, even with the original MyKAD or Passport of that person. Upon verification, shareholders or proxies will also be given an identification wristbands for voting purposes. No person will be allowed to enter the meeting hall without the identification wristband. There will be no replacement for the identification wristband if it is lost or misplaced.

CORPORATE MEMBERS

Corporate members who wish to appoint corporate representatives instead of a proxy, must deposit their original or duly certified certificate of appointment of corporate representative to Tricor Investor & Issuing House Services Sdn. Bhd. (“TIIH”) on or before the 37th AGM.

Attorneys appointed by power of attorney are required to deposit their power of attorney with TIIH not later than Wednesday, **21 May 2025 at 10.00 a.m.** to attend and vote at the 37th AGM.

PROXY

The appointment of proxy may be made in hard copy form or by electronic form in the following manner and must be received by the Company, not less than forty-eight (48) hours before the time appointed for holding the 37th AGM or any adjournment thereof, otherwise the Form of Proxy shall not be treated as valid.

(i) In hard copy form

In case of an appointment made in hard copy form, the Form of Proxy must be deposited with the Company's Share Registrar, Tricor Investor & Issuing House Services Sdn Bhd (“Tricor”) at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur or alternatively, in a designated drop-in box located at Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur.

(ii) By electronic form

The Form of Proxy can be electronically lodged via TIIH Online at <https://tiih.online>. Please do read and follow the procedures below to submit Form of Proxy electronically.

ELECTRONIC LODGMENT OF FORM OF PROXY

The procedures to lodge your Form of Proxy electronically via Tricor's TIH Online website are summarised below:

Procedure	Action
i. Steps for Individual Shareholders	
Register as a User with TIH Online	- Using your computer, please access the website at https://tiih.online. Register as a user under the "e-Services". Please refer to the tutorial guide posted on the homepage for assistance. - If you are already a user with TIH Online, you are not required to register again.
Proceed with submission of Proxy Form	- After the release of the Notice of Meeting by the Company, login with your username (i.e. email address) and password. - Select the corporate event: "FORMOSA PROSONIC INDUSTRIES BERHAD 37TH AGM - SUBMISSION OF FORM OF PROXY". - Read and agree to the Terms and Conditions and confirm the Declaration. - Insert your CDS account number and indicate the number of shares for your proxy(s) to vote on your behalf. - Appoint your proxy/proxies and insert the required details of your proxy/proxies or appoint the Chairman as your proxy. - Indicate your voting instructions - FOR or AGAINST, otherwise your proxy will decide on your votes. - Review and confirm your proxy(s) appointment. - Print the form of proxy for your record.
ii. Steps for Corporate or Institutional shareholders	
Register as a User with TIH Online	- Access TIH Online at https://tiih.online. - Under e-Services, the authorised or nominated representative of the corporate or institutional shareholder selects "Create Account by Representative of Corporate Holder". - Complete the registration form and upload the required documents. - Registration will be verified, and you will be notified by email within one (1) to two (2) working days. - Proceed to activate your account with the temporary password given in the email and re-set your own password. <i>Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.</i>
Proceed with submission of Proxy Form	- Login to TIH Online at https://tiih.online. - Select the corporate event: "FORMOSA PROSONIC INDUSTRIES BERHAD 37TH AGM - SUBMISSION OF FORM OF PROXY" - Agree to the Terms & Conditions and Declaration. - Proceed to download the file format for "Submission of Form of Proxy" in accordance with the Guidance Note set therein. - Prepare the file for the appointment of proxies by inserting the required data. - Login to TIH Online, select corporate event: "FORMOSA PROSONIC INDUSTRIES BERHAD 37TH AGM - SUBMISSION OF FORM OF PROXY". - Proceed to upload the duly completed proxy appointment file. - Select "Submit" to complete your submission. - Print the confirmation report of your submission for your record.

RECORD OF DEPOSITORS

Only members whose names appear on the Record of Depositors as at **16 May 2025** shall be entitled to attend or appoint proxies to attend and/or vote on his/her behalf at the 37th AGM.

POLL VOTING

Voting at the 37th AGM will be conducted by poll in accordance with Paragraph 8.29A of Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor as Poll Administrator to conduct the poll by way of electronic voting (e-voting).

During the 37th AGM, the Chairman will invite the Poll Administrator to brief on the Voting procedures. The voting session will commence as soon as the Chairman calls for the poll to be opened.

Upon completion of the voting session for the 37th AGM, the Scrutineers will verify the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

NO DOOR GIFT/VOUCHER

There will be **no distribution** of door gifts or vouchers for the 37th AGM.

RECORDING OR PHOTOGRAPHY

Strictly **NO** unauthorised recording or photography of the proceedings of the 37th AGM are allowed.

ENQUIRY

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 5.30 p.m. (except on public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.

General Line	: +603-2783 9299
Fax Number	: +603-2783 9222
Email	: is.enquiry@vistra.com
Contact persons	: Puan Nor Faeayzah +603-2783 9274 (Nor.faeayzah@vistra.com) Cik Damia Insyirah +603-2783 7962 (Damia.insyirah@vistra.com)