

TSH RESOURCES BERHAD
Forty-First Annual General Meeting (“41st AGM”)

ADMINISTRATIVE GUIDE

Meeting Platform : <https://web.lumiagm.com/>
Date : **Thursday, 20 May 2021**
Time : **10.00 a.m.**
Broadcast venue : Boardroom, Level 12, Menara TSH, No. 8 Jalan Semantan
Damansara Heights, 50490 Kuala Lumpur

Dear Shareholders,

As Malaysia is still experiencing an uptick in the COVID-19 cases, the Company’s 41st AGM will be conducted on a fully virtual basis through live streaming and online remote voting via Remote Participation and Electronic Voting (“RPEV”) facilities as the safety of our shareholders, Directors, staff and other stakeholders is of paramount importance to us.

With the RPEV facilities, you may exercise your right as a shareholder of the Company to participate (including posing questions to the Company) and vote at the 41st AGM. If you are unable to participate, you are strongly encouraged to appoint the Chairman of the Meeting as your proxy to attend and vote on your behalf at the 41st AGM.

Kindly note that the quality of the live streaming is highly dependent on the bandwidth and stability of your internet connection. Hence, you are to ensure that internet connectivity throughout the duration of the meeting is maintained while using the RPEV facilities provided by Boardroom Share Registrars Sdn. Bhd. (“**Boardroom**”).

BROADCAST VENUE

Please note that the broadcast venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which stipulates that the Chairman shall be at the main venue of the AGM. **SHAREHOLDERS/PROXIES/CORPORATE REPRESENTATIVES ARE NOT ALLOWED** to be physically present at the broadcast venue.

POLL VOTING

1. The voting at the 41st AGM will be conducted by poll in accordance with Paragraph 8.29A of the Bursa Malaysia Securities Berhad Main Market Listing Requirements.
2. TSH has appointed Boardroom as Poll Administrator to conduct the poll by way of electronic voting (“e-Voting”) and GovernAce Advisory & Solutions Sdn. Bhd. as Scrutineers to verify the poll results.
3. For the purposes of this AGM, e-Voting will be carried out via personal smart mobile phones, tablets, personal computers or laptops.
4. Shareholders, proxies and corporate representatives are required to use one (1) of the following methods to vote remotely:
 - (i) launch **Lumi AGM** by scanning the QR code given to you in the email along with your remote participation User ID and Password; or
 - (ii) access to **Lumi AGM** via website URL <https://web.lumiagm.com/>.

5. Please note that polling will only commence after announcement of poll open by the Chairman and until such time when the Chairman announces the closure of poll.
6. Upon closing of the poll session by the Chairman, the Scrutineers will verify the poll result reports and thereafter announce the results, followed by the Chairman's declaration whether the resolutions put to vote are duly passed.

RPEV

1. Please note that the RPEV facilities are available to (i) individual shareholders; (ii) corporate shareholders; (iii) authorised nominees; and (iv) exempt authorised nominees.
2. If you wish to participate in the meeting, 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.
3. Kindly follow the steps below on how to request for login ID and password.

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 – Submit Request for Remote Participation User ID and Password.]

- 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 or PNG 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 – Submit Request for Remote Participation User ID and Password

[Note: The registration for remote access will be opened on 21 April 2021]

Individual Shareholders

- Login to <https://boardroomlimited.my> using your User ID and Password given above.
- Select “**VIRTUAL MEETING**” from main menu and select the correct Corporate Event “**TSH RESOURCES BERHAD 41ST ANNUAL GENERAL MEETING**”.
- Read and agree to the terms & conditions.
- Enter your CDS Account Number and thereafter submit your request.

Corporate Shareholders, Authorised Nominees and Exempt Authorised Nominees

- Write in to BSR.Helpdesk@boardroomlimited.com by providing the name of Shareholder, CDS Account Number accompanied with the Certificate of Appointment of Corporate Representative or Form of Proxy to submit the request.
 - Please provide a copy of the Corporate Representative's or Proxy Holder's MyKad (front and back) or Passport in JPEG or PNG format as well as his/her email address.
- a. You will receive a notification from Boardroom that your request has been received and is being verified.
 - b. Upon system verification of your registration against the **AGM's Record of Depositors as at 11 May 2021**, you will receive an email from Boardroom either approving or rejecting your registration for remote participation.
 - c. You will also receive your remote access User ID and Password along with the email from Boardroom if your registration is approved.
 - d. Please note that the closing date and time to submit your request is by **Tuesday, 18 May 2021 at 10.00 a.m.**

Step 3 – Login to Virtual Meeting Portal

[Note: Please note that the quality of the connectivity to Virtual Meeting Portal for live webcast as well as for remote online voting is highly dependent on the bandwidth and the stability of the internet connectivity available at the location of the remote users.]

- a. The Virtual Meeting Portal will be opened for login starting one (1) hour before the commencement of AGM, which is from **9.00 a.m. on Thursday, 20 May 2021**.
- b. Please follow the steps given to you in the email along with your remote access User ID and Password to login to the Virtual Meeting Portal (*Refer to Step 2(c) above*).
- c. The steps given will also guide you on how to view live webcast, ask questions and vote.
- d. The live webcast will end once the Chairman announces the closure of the AGM.
- e. You can then logout from the Virtual Meeting Portal.

MODE OF COMMUNICATION

If you have any question for the Chairman/Board of Directors during the AGM, you may submit your question using the messaging window facility which will be opened concurrently with the Virtual Meeting Portal, i.e. one (1) hour before the AGM, which is from **9.00 a.m. on Thursday, 20 May 2021**.

The Chairman/Board of Directors will endeavour to respond to relevant questions during the Questions and Answers Session at the AGM. If there is time constraint, the responses to relevant questions will be emailed to you at the earliest possible, after the AGM.

PROXY

Shareholders who are unable to participate remotely in the AGM are encouraged to appoint the Chairman of the Meeting or their proxy to vote on their behalf.

LODGEMENT OF FORM OF PROXY

1. Please deposit your completed Form of Proxy with the Company's Share Registrar, Boardroom Share Registrars Sdn. Bhd. at **Ground Floor or 11th Floor, Menara Symphony, No. 5 Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia**, not less than forty-eight (48) hours before the time appointed for the holding of the 41st AGM, i.e. latest by **Tuesday, 18 May 2021 at 10.00 a.m.**.
2. Alternatively, the proxy appointment can also be lodged electronically via Boardroom Smart Investor Portal at <https://boardroomlimited.my> not less than forty-eight (48) hours before the time appointed for the holding the 41st AGM, i.e. latest by **Tuesday, 18 May 2021 at 10.00 a.m.**. For further information, kindly refer to the "Electronic Lodgement of Form of Proxy" below.
3. Revocation of Proxy

The lodging of the Form of Proxy will not preclude you from personally participating remotely and voting at the 41st AGM should you subsequently wish to do so.

Should you wish to personally participate remotely in the AGM, kindly register your intention to participate remotely via Boardroom's website at <https://boardroomlimited.my> (*Refer to RPEV note 3-Steps 1 to 3 above*). Alternatively, please write in to BSR.Helpdesk@boardroomlimited.com to revoke your earlier proxy appointment **no later than Tuesday, 18 May 2021 at 10.00 a.m.**

Please note that upon your registration to personally participate remotely in the AGM, your earlier proxy appointment will be revoked. Upon revocation, your proxy(ies) will not be allowed to participate in the fully virtual AGM. In such event, you should advise your proxy(ies) accordingly.

4. 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 or PNG 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 “**TSH RESOURCES BERHAD 41st 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 held.
- f. Appoint your proxy(ies) or the Chairman of the Meeting and enter the required particulars of your proxy(ies) and the number of securities to be represented by each proxy.
- 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.

ANNUAL REPORT 2020 AND CIRCULAR TO SHAREHOLDERS

The Annual Report 2020 and Circular to Shareholders are available on Bursa Malaysia Berhad’s website at www.bursamalaysia.com under Company Announcements of TSH and also on TSH’s website at <https://www.tsh.com.my/agm-2021/>.

Collection of the printed copies of the Annual Report 2020 and/or Circular to Shareholders during the 41st AGM is not available as the AGM will be held on a fully virtual basis and entirely via RPEV facilities. Printed copies of the Annual Report 2020 and/or Circular to Shareholders are/is available by way of your requisition by completing the Requisition Form and returning the completed Requisition Form to the designated address.

NO DOOR GIFT OR E-VOUCHER OR FOOD VOUCHER

There will be no distribution of door gifts, e-vouchers or food vouchers to shareholders/proxies/corporate representatives who participate at the fully virtual AGM.

ENQUIRY

Should you have any enquiry prior to the AGM or if you wish to request for technical assistance to participate the AGM, please contact Boardroom team during office hours (8.30 a.m. to 5.30 p.m.):

Boardroom Share Registrars Sdn. Bhd.

Tel: +603 7890 4700

Email: BSR.Helpdesk@boardroomlimited.com

PERSONAL DATA PRIVACY

By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the AGM and/or any adjournment thereof, a member of the Company:

- (i) consents to the collection, use and disclosure of the member's personal data by the Company (or its agents) for the purpose of the processing and administration by the Company (or its agents) of proxies and representatives appointed for the AGM (including any adjournment thereof), and the preparation and compilation of the attendance lists, minutes and other documents relating to the AGM (including any adjournment thereof), and in order for the Company (or its agents) to comply with any applicable laws, listing rules, regulations and/or guidelines (collectively, the "Purposes"),
- (ii) warrants that where the member discloses the personal data of the member's proxy(ies) and/or representative(s) to the Company (or its agents), the member has obtained the prior consent of such proxy(ies) and/or representative(s) for the collection, use and disclosure by the Company (or its agents) of the personal data of such proxy(ies) and/or representative(s) for the Purposes, and
- (iii) agrees that the member will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the member's breach of warranty.