



**ALAM MARITIM RESOURCES BERHAD**  
Registration No. 200501018734 (700849-K)

**ADMINISTRATIVE GUIDE DETAILS FOR THE SHAREHOLDERS OF ALAM MARITIM RESOURCES BERHAD (THE “COMPANY” OR “AMRB”) ON THE CONDUCT OF A FULLY VIRTUAL GENERAL MEETING**

**Remote Participation and Voting at a fully virtual Seventeenth Annual General Meeting (“17th AGM”)**

1. As **NO SHAREHOLDERS/PROXIES** should be physically present at the Broadcast Venue, we urge all shareholders to attend the 17th AGM remotely using the Remote Participation and Voting (“RPV”) facilities which are available on Tricor Investor & Issuing House Services Sdn Bhd (“Tricor”) **TIH Online** website at <https://tiah.online> (as described in items 8, 9 and 10 below).
2. With the RPV facilities, you may exercise your right as a shareholder of the Company to participate (including to pose questions to the Board/ Management of the Company) and vote at the 17th AGM, at the comfort of your home.
3. Shareholders may use the query box facility to submit questions in real-time during the meeting. Shareholders may also send questions in relation to the agenda items for the 17th AGM before the meeting to Investor Relations at [info@alam-maritim.com.my](mailto:info@alam-maritim.com.my)

**General Meeting Record of Depositors (“ROD”)**

4. Only a member or Depositor whose name appears in the ROD as at 30 November 2022 shall be entitled to attend/participate in the 17th AGM or appoint proxy/ies to attend/participate and/or vote on his/her behalf.

**Proxy**

5. If a shareholder is not able to attend the meeting via RPV facilities on 14 December 2022, he/she can appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Proxy Form. The instrument of proxy shall be deposited at the Registered Office of the Company at No. 38F, Level 3, Jalan Radin Anum, Bandar Baru Sri Petaling, 57000 Kuala Lumpur no later than **Monday, 12 December 2022 at 10.00 a.m (AGM)**

**Poll Voting**

6. The voting at the 17th AGM will be conducted by poll in accordance with Paragraph 8.29A of Bursa Malaysia Securities Berhad Main Market Listing Requirements. The Company has appointed Tricor as Poll Administrator to conduct the poll by way of electronic voting and Scrutineers Solution Sdn Bhd as Scrutineers to verify the poll results.
7. Shareholders/Proxies can proceed to vote on the resolutions and submit your votes at any time from the commencement of the 17th AGM until the end of the voting session which will be announced by the Chairman of the meeting.

## Remote Participation and Voting (“RPV”)

8. Shareholders/Proxies/Corporate Representative/Attorney are to participate and vote (collectively “participate”) remotely at the 17th AGM using RPV facilities provided by Tricor Investor & Issuing House Services Sdn. Bhd. (“Tricor”) via its **TIIH Online** website at <https://tiih.online>.
9. For Proxies/Corporate Representatives/Attorneys appointed by power of attorney who wishes to use RPV facilities at the 17th AGM, please ensure that the duly executed Form(s) of Proxy/the original certificate of appointment of a corporate representative of its corporate representative/power of attorney are to be deposited in a hard copy form at Registered Office of the Company at No. 38F, Level 3, Jalan Radin Anum, Bandar Baru Sri Petaling, 57000 Kuala Lumpur no later than **Monday, 12 December 2022 at 10.00 a.m. (AGM)**.
10. A shareholder who has appointed a proxy/ies or attorney or corporate representative to participate at the 17th AGM must request his/her proxy/ies or attorney or corporate representative to register himself/herself for RPV via the TIIH Online website at <https://tiih.online>.
11. Shareholders/Proxies/Corporate Representative/Attorney are to read and follow the procedures for the RPV facilities as summarised below

	Procedure	Action
<b>BEFORE THE 17TH AGM DAY</b>		
(a)	Register as a user with TIIH Online	<ul style="list-style-type: none"> <li>• Using your computer, access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the “e-Services”. select the “Sign Up” button and followed “<b>Create Account by Individual Holder</b>: Refer to the tutorial guide posted on the homepage for assistance.</li> <li>• Registration as a user will be approved within one working day and you will be notified via email</li> <li>• If you are already a user of TIIH Online, you are not required to register again. You will receive an <b>e-mail to notify</b> you that remote participation is available for registration at TIIH Online.</li> </ul>
(b)	Submit your Request to attend AGM remotely	<ul style="list-style-type: none"> <li>• Registration is already open from Monday, 31 October 2022 and will continue to be open until the day of the 17th AGM on <b>Wednesday, 14 December 2022</b>.</li> <li>• Login in with your user ID and password and select the corporate event: “<b>(REGISTRATION) ALAM MARITIM 17<sup>TH</sup> AGM</b>”.</li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>• Select “Register for Remote Participation and Voting</li> <li>• Review your registration and proceed to register.</li> <li>• System will send an <b>e-mail to notify</b> you that your registration for remote participation has been received and will be verified.</li> <li>• After verification of your registration against the General Meeting ROD as at 30 November 2022, the system will send you an e-mail to approve or reject your registration for remote participation.</li> </ul>
<b>ON THE 17TH AGM DAY</b>		

(c)	Login to TIIH Online	<ul style="list-style-type: none"> <li>• Login with your user ID and password for remote participation at the 17th AGM at any time from 9.00 a.m. i.e. 1 hour before the commencement of the 17th AGM at 10.00 a.m. on Wednesday, 14 December 2022.</li> </ul>
(d)	Participate through Live Streaming	<ul style="list-style-type: none"> <li>• Select the corporate event: “<b>(LIVE STREAMING MEETING) ALAM MARITIM 17<sup>TH</sup> AGM</b>” to engage in the proceedings of the meeting remotely.</li> <li>• If you have any questions for the Chairman/ Board, you may use the query box to transmit your question. The Chairman/ Board will try to respond to questions submitted by remote participants during the 17th AGM. If there is a time constraint, the responses will be e-mailed to you immediately after the meeting.</li> <li>• Take note that the quality of the live streaming is dependent on the bandwidth and stability of the internet connection at the location of the remote participants.</li> </ul>
(e)	Online Remote Voting	<ul style="list-style-type: none"> <li>• Select the corporate event: “<b>(REMOTE VOTING) ALAM MARITIM 17<sup>TH</sup> AGM</b>”.</li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>• Voting session commences at 10.00 a.m. Wednesday, 14 December 2022 until the time when the Chairman announces the completion of the voting session at the venue.</li> <li>• Select the CDS account that represents your shareholdings.</li> <li>• Indicate your votes for the resolutions that are tabled for voting.</li> <li>• Confirm and submit your votes.</li> </ul>
(f)	End of remote participation	Upon the announcement by the Chairman on the closure of the 17th AGM, the Live Streaming will end.

### Recording or Photography at the Online 17th AGM

12. No recording or photography of the AGM proceeding is allowed without the Company’s prior permission.

### Annual Report 2022 – Go Digital & Paperless!

13. As part of our dedicated commitment to sustainable practices, the following documents can be downloaded from our website at <https://www.alam-maritim.com.my/AMRB2022/>:-

- (i) Annual Report 2022
- (ii) Notices of 17th AGM
- (iii) Circular to Shareholders
- (iv) Forms of Proxy

14. Since the 17th AGM will be conducted electronically, there will be **NO DISTRIBUTION** of the Annual Report 2022 during the meeting.

### **No Breakfast/Lunch Pack, Door Gift or Food Voucher**

15. Due to the virtual meeting, there will be **NO DISTRIBUTION** of breakfast/lunch packs, door gifts, or food vouchers during the 17th AGM meeting.

### **Personal Data Privacy**

16. By registering for the remote participation and electronic voting meeting and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the member 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 member agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of warranty.

### **Inquiry**

If you have general administrative inquiries on the 17th AGM, please contact the following during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m.:

#### **Tricor Investor & Issuing House Services Sdn Bhd**

General Line : +603-2783 9299  
Fax Number : +603-2783 9222  
Email : [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com)

#### **Alam Maritim Resources Berhad**

Puan Nur Aznita Binti Taip, Group Company Secretary  
Cik Siti Nurdiana Binti Md Sah, Group Company Secretary

Telephone : +603-90582244  
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