

# Form of Proxy



I/We \_\_\_\_\_ NRIC No. / Company No. \_\_\_\_\_

of \_\_\_\_\_

being a member/members of **LBS BINA GROUP BERHAD**, hereby appoint:-

Full Name	NRIC/Passport No.	Proportion of Shareholdings	
		No. of Shares	%
Address			

and/or

Full Name	NRIC/Passport No.	Proportion of Shareholdings	
		No. of Shares	%
Address			

or failing him/her, the Chairman of the Meeting, as my/our proxy to vote for me/us and on my/our behalf at the Twenty-Second Annual General Meeting of the Company to be held on a fully virtual basis through live streaming and online remote voting via TIH Online website at <http://tjh.online> on Thursday, 16 June 2022 at 10.00 a.m. or at any adjournment thereof.

RESOLUTIONS	FOR	AGAINST
Ordinary Resolution 1		
Ordinary Resolution 2		
Ordinary Resolution 3		
Ordinary Resolution 4		
Ordinary Resolution 5		
Ordinary Resolution 6		
Ordinary Resolution 7		
Ordinary Resolution 8		
Ordinary Resolution 9		
Ordinary Resolution 10		
Ordinary Resolution 11		

Please indicate with (X) how you wish your vote to be cast. If no specific direction as to voting is given, the proxy will vote or abstain at his/her discretion.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022

Signature/ Common Seal of Shareholder(s)

No. of Shares Held	
CDS Account No.	

## NOTES:

- (1) The 22nd AGM of the Company will be held on a fully virtual basis through live streaming and online remote voting using the Remote Participation and Voting ("RPV") Facilities via TIH Online website at <http://tjh.online>.
- (2) Members of the Company are to attend, participate, speak (in the form of real-time submission of typed texts) and vote remotely at the 22nd AGM using RPV Facilities provided by the Company's Share Registrar via TIH Online website at <http://tjh.online>. Please follow the Procedures for RPV Facilities provided in the Administrative Guide for the 22nd AGM.
- (3) A member of the Company who is entitled to attend, participate, speak and vote at the 22nd AGM via RPV Facilities, may appoint more than 1 proxy to attend and vote instead of the member at the 22nd AGM. A proxy may but need not be a member.
- (4) If a member has appointed a proxy to attend a meeting and subsequently he/she attends such meeting via the RPV Facilities, the appointment of such proxy shall be null and void, and his/her proxy shall not be entitled to attend the 22nd AGM.
- (5) A member who has appointed a proxy or attorney or authorised representative to participate at the 22nd AGM via RPV Facilities must request his/her proxy or attorney or authorised representative to register himself/herself for RPV Facilities via TIH Online website at <http://tjh.online>. Procedures for RPV Facilities can be found in the Administrative Guide for the 22nd AGM.
- (6) In the case of a corporate member, the instrument appointing a proxy shall be under its Common Seal or under the hand of a duly authorised officer or attorney.
- (7) Where a member appoints more than one proxy, the appointment shall be invalid unless he specifies the proportions of his shareholdings to be represented by each proxy.
- (8) Please ensure ALL the particulars as required in the Proxy Form are completed, signed and dated accordingly. Any alteration to the instrument appointing a proxy must be initialled.
- (9) The instrument appointing of a proxy may be made in a hard copy form or electronic means 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 22nd AGM or adjourned 22nd AGM at which the person named in the appointment proposes to vote:
  - (i) In hard copy form  
In the case of an appointment made in hard copy form, the proxy form must be deposited with the Company's Share Registrar at Tricor Investor & Issuing House Services Sdn. Bhd. of Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or its Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.
  - (ii) By electronic form  
The proxy form can be electronically lodged with the Share Registrar of the Company via TIH Online at <https://tjh.online> and steps to submit are summarised in the Administrative Guide for the 22nd AGM.
- (10) For a corporate member who has appointed an authorised representative instead of a proxy to attend this meeting, please deposit the **ORIGINAL** certificate appointment of authorised representative with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd. of Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or its Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia. Alternatively, please bring the **ORIGINAL** certificate of appointment of authorised representative if it has not been deposited with the Share Registrar.
- (11) The certificate of appointment of authorised representative should be executed in the following manner:
  - (i) If the corporate member has a common seal, the certificate of appointment of authorised representative should be executed under seal in accordance with the constitution of the corporate member.
  - (ii) If the corporate member does not have a common seal, the certificate of appointment of authorised representative should be affixed with the rubber stamp of the corporate member (if any) and executed by:
    - (a) at least two (2) authorised officers, of whom one shall be a director; or
    - (b) any director and/or authorised officers in accordance with the laws of the country under which the corporate member is incorporated.
- (12) Where a member of the Company is an exempt authorised nominee which holds shares in the Company for multiple beneficial owners in one (1) securities account ("omnibus account"), there is no limit to the number of proxies which the exempt authorised nominee may appoint in respect of each omnibus account it holds.
- (13) The date of Record of Depository for the purpose of determining members' entitlement to attend, vote and speak at the meeting is Thursday, 9 June 2022.
- (14) Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia, all resolutions set out in this Notice of 22nd AGM will be put to vote by way of poll.

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**STAMP**

The Share Registrar

**TRICOR INVESTOR & ISSUING HOUSE SERVICES SDN BHD**  
**[197101000970 (11324-H)]**

Unit 32-01, Level 32, Tower A  
Vertical Business Suite  
Avenue 3, Bangsar South  
No. 8, Jalan Kerinchi  
59200 Kuala Lumpur.

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**LBS BINA GROUP BERHAD**  
[Registration No.: 200001015875 (518482-H)]

**Administrative Guide for the Twenty-Second Annual General Meeting  
("22<sup>nd</sup> AGM")**

Date : Thursday, 16 June 2022  
Time : 10.00 a.m.  
Meeting Platform : Fully virtual basis through live streaming and online remote voting via TIIH Online website at <http://tiih.online>

### Mode of Meeting

- With reference to the revised 'Guidance and FAQs on the Conduct of General Meetings for Listed Issuers' issued by the Securities Commission Malaysia on 7 April 2022, listed issuers are encouraged to continue leveraging technology in conducting general meetings beyond Movement Control Order.
- The Company will conduct its 22<sup>nd</sup> AGM on a fully virtual basis through live streaming and online remote voting via Remote Participation and Voting ("RPV") facilities which are available on Tricor Investor & Issuing House Services Sdn Bhd's ("Tricor") TIIH Online website at <https://tiih.online>.
- We strongly encourage you to attend the 22<sup>nd</sup> AGM using the RPV facilities. You may also consider appointing the Chairman of the Meeting as your proxy to attend and vote on your behalf at the 22<sup>nd</sup> AGM.

### Remote Participation and Voting

- The RPV facilities are available on Tricor's **TIIH Online** website at <https://tiih.online>.
- Members are to attend, speak (in the form of real time submission of typed texts) and vote (collectively, "participate") remotely at the 22<sup>nd</sup> AGM using RPV facilities from Tricor.
- Kindly refer to Procedures for RPV as set out below for the requirements and procedures.

### Procedures to Remote Participation and Voting using RPV Facilities

- Please read and follow the procedures below to engage in remote participation through live streaming and online remote voting at the 22<sup>nd</sup> AGM using the RPV facilities:

#### **Before the 22<sup>nd</sup> AGM Day**

<b>Procedure</b>	<b>Action</b>
i. Register as a user with TIIH Online	<ul style="list-style-type: none"><li>• Using your computer, access to website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the "e-Services" select "Create Account by <b>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 (1) working day and you will be notified via e-mail.</li><li>• If you are already a user with TIIH Online, you are not required to register again. You will receive an e-mail to notify you that the remote participation is available for registration at TIIH Online.</li></ul>

ii. Submit your request to attend 22 <sup>nd</sup> AGM remotely	<ul style="list-style-type: none"> <li>• Registration is open from Friday, 29 April 2022 until the day of the 22<sup>nd</sup> AGM on Thursday, 16 June 2022. Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the 22<sup>nd</sup> AGM to ascertain their eligibility to participate the 22<sup>nd</sup> AGM using the RPV.</li> <li>• Login with your user ID (i.e. e-mail address) and password and select the corporate event: <b>(Registration) LBS Bina Group Berhad 22<sup>nd</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> that your registration for remote participation is received and will be verified.</li> <li>• After verification of your registration against the Record of Depositors as at 9 June 2022, the system will send you an <b>e-mail after 14 June 2022 to approve or reject</b> your registration for remote participation.</li> </ul> <p><i>(Note: Please allow sufficient time for approval of new user of TIIH Online and registration for the RPV).</i></p>
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### **On the 22<sup>nd</sup> AGM Day**

<b>Procedure</b>	<b>Action</b>
i. Login to TIIH Online	<ul style="list-style-type: none"> <li>• Login with your user ID and password for remote participation at the 22<sup>nd</sup> AGM at any time from 9.00 a.m. i.e., 1 hour before the commencement of meeting at 10.00 a.m. on Thursday, 16 June 2022.</li> </ul>
ii. Participate through Live Streaming	<ul style="list-style-type: none"> <li>• Select the corporate event: <b><u>(Live Stream Meeting) LBS Bina Group Berhad 22<sup>nd</sup> AGM to engage in the proceedings of the 22<sup>nd</sup> AGM remotely.</u></b></li> <li>• If you have any question 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 22<sup>nd</sup> AGM. If there is time constraint, the responses will be e-mailed to you at the earliest possible, after the meeting.</li> </ul>
iii. Online remote voting	<ul style="list-style-type: none"> <li>• Voting session commences from 10.00 a.m. on Thursday, 16 June 2022 until a time when the Chairman announces the end of the session.</li> <li>• Select the corporate event: <b><u>(Remote Voting) LBS Bina Group Berhad 22<sup>nd</sup> AGM or if you are on the live stream meeting page, you can select “GO TO REMOTE VOTING PAGE” button below the Query Box.</u></b></li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declaration.</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>
iv. End of remote participation	<ul style="list-style-type: none"> <li>• Upon the announcement by the Chairman on the conclusion of the 22<sup>nd</sup> AGM, the Live Streaming will end.</li> </ul>

### **Note to users of the RPV facilities:**

- (i) Should your application to join the 22<sup>nd</sup> AGM via RPV facilities be approved, we will make available to you the rights to join the live stream meeting and to vote remotely. Your login to TIIH Online on the day of meeting will indicate your presence at the virtual meeting.
- (ii) The quality of your connection to the live broadcast is dependent on the bandwidth and stability of the internet at your location and the device you use.
- (iii) In the event you encounter any issues with logging-in, connection to the live stream meeting or online voting on the meeting day, kindly call Tricor Help Line at 011-40805616 / 011-40803168 / 011-40803169 / 011-40803170 for assistance or e-mail to [tiih.online@my.tricorglobal.com](mailto:tiih.online@my.tricorglobal.com) for assistance.

## Appointment of Proxy or Attorney or by Authorised Representative

1. Only members whose names appear on the Record of Depositors as at 9 June 2022 shall be eligible to attend, speak and vote at the 22<sup>nd</sup> AGM or appoint proxy(ies) and/or the Chairman of the Meeting to attend and vote on his/her behalf.
2. In view that the 22<sup>nd</sup> AGM will be conducted on a fully virtual basis, a member can appoint the Chairman of the Meeting as his/her proxy and indicate the voting instruction in the Form of Proxy.
3. If you wish to participate in the 22<sup>nd</sup> AGM, yourself, please do not submit any Form of Proxy for the 22<sup>nd</sup> AGM. You will not be allowed to participate in the 22<sup>nd</sup> AGM together with a proxy appointed by you.
4. Accordingly, proxy form and/or documents relating to the appointment of proxy/attorney/authorised representative for the 22<sup>nd</sup> AGM whether in hard copy or by electronic means shall be deposited or submitted in the following manner and must be received by the Company not less than 48 hours before the time set for the 22<sup>nd</sup> AGM or not later than **Tuesday, 14 June 2022 at 10.00 a.m.**:

(i) In Hard copy form:

By hand or post to the office of the Share Registrar, Tricor Investor & Issuing House Services Sdn Bhd at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur or its Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur;

(ii) By Electronic form:

All members can have the option to submit proxy forms electronically via TIIH Online and the steps to submit are summarised below:

<u>Procedure</u>	<u>Action</u>
<b>i. Steps for individual members</b>	
Register as a User with TIIH Online	<ul style="list-style-type: none"> <li>▪ Using your computer, please access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the “e-Services”. Please refer to the tutorial guide posted on the homepage for assistance.</li> <li>▪ If you are already a user with TIIH Online, you are not required to register again.</li> </ul>
Proceed with submission of form of proxy	<ul style="list-style-type: none"> <li>▪ After the release of the Notice of Meeting by the Company, login with your user name (i.e. email address) and password.</li> <li>▪ Select the corporate event: <b>LBS Bina Group Berhad 22<sup>nd</sup> AGM - “Submission of Proxy Form”.</b></li> <li>▪ Read and agree to the Terms and Conditions and confirm the Declaration.</li> <li>▪ Insert your CDS account number and indicate the number of shares for your proxy(s) to vote on your behalf.</li> <li>▪ Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide on your votes.</li> <li>▪ Review and confirm your proxy(s) appointment.</li> <li>▪ Print the form of proxy for your record.</li> </ul>
<b>ii. Steps for corporation or institutional members</b>	
Register as a User with TIIH Online	<ul style="list-style-type: none"> <li>▪ Access TIIH Online at <a href="https://tiih.online">https://tiih.online</a></li> <li>▪ Under e-Services, the authorised or nominated representative of the corporation or institutional member selects <b>“Create Account by Representative of Corporate Holder”.</b></li> <li>▪ Complete the registration form and upload the required documents.</li> <li>▪ Registration will be verified, and you will be notified by email within one (1) to two (2) working days.</li> <li>▪ Proceed to activate your account with the temporary password given in the email and re-set your own password.</li> </ul>

	Note: <i>The representative of a corporation or institutional member 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 form of proxy	<ul style="list-style-type: none"> <li>▪ Login to TIIH Online at <a href="https://tiih.online">https://tiih.online</a></li> <li>▪ Select the corporate exercise name: <b>“LBS Bina Group Berhad 22<sup>nd</sup> AGM: Submission of Proxy Form”</b></li> <li>▪ Agree to the Terms &amp; Conditions and Declaration.</li> <li>▪ Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein.</li> <li>▪ Prepare the file for the appointment of proxies by inserting the required data.</li> <li>▪ Submit the proxy appointment file.</li> <li>▪ Login to TIIH Online, select corporate exercise name: <b>“LBS Bina Group Berhad 22<sup>nd</sup> AGM: Submission of Proxy Form”</b>.</li> <li>▪ Proceed to upload the duly completed proxy appointment file.</li> <li>▪ Select “Submit” to complete your submission.</li> <li>▪ Print the confirmation report of your submission for your record.</li> </ul>

### Voting at Meeting

1. In accordance with Paragraph 8.29A(1) of Main Market Listing Requirements of Bursa Malaysia Securities Berhad (“Bursa Malaysia”), the voting at the 22<sup>nd</sup> AGM will be conducted by poll. The Company has appointed Tricor as Poll Administrator to conduct the poll voting electronically (e-voting) via Tricor e-Vote application and Independent Scrutineers will be appointed to conduct the polling process and verify the results of the poll.
2. Members can proceed to vote on the resolutions before the end of the voting session which will be announced by the Chairman of the Meeting and submit your votes at any time from the commencement of the 22<sup>nd</sup> AGM at 10.00 a.m. Kindly refer to the “Procedures to Remote Participation and Voting using RPV Facilities”
3. Upon completion of the voting session for the 22<sup>nd</sup> AGM, the Scrutineers will verify and announce the poll results followed by the Chairman’s declaration whether the resolutions are carried.

### Results of the voting

1. The resolutions proposed at the 22<sup>nd</sup> AGM and the results of the voting will be announced at the 22<sup>nd</sup> AGM and subsequently via an announcement made by the Company through Bursa Malaysia at [www.bursamalaysia.com](http://www.bursamalaysia.com).

### Recording Or Photography

1. Unauthorised recording or photography of the proceedings of the 22<sup>nd</sup> AGM are strictly not allowed.

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

1. There will be no distribution of breakfast/lunch packs, door gifts or food vouchers during the 22<sup>nd</sup> AGM since the meeting is being conducted on a virtual basis.
2. The Company would like to thank all its members for their kind co-operation and understanding on this matter.

### Pre-Meeting Submission of Questions to the Board of Directors

1. The Board recognises that the 22<sup>nd</sup> AGM is a valuable opportunity for the Board to engage with shareholders. In order to enhance the efficiency of the proceedings of the 22<sup>nd</sup> AGM, shareholders may in advance, before the 22<sup>nd</sup> AGM, submit questions to the Board of Directors via Tricor’s TIIH Online website at <https://tiih.online>, by selecting “e-Services” to login, post your questions and submit it electronically not later than Tuesday, 14 June 2022 at 10.00 a.m. The Board of Directors will endeavour to address the questions received at the 22<sup>nd</sup> AGM.

## **Integrated Annual Report 2021 and Sustainability Report 2021**

1. The Integrated Annual Report 2021 and/or Sustainability Report 2021 are available on the Company's website at [www.lbs.com.my](http://www.lbs.com.my) and Bursa Malaysia's website at [www.bursamalaysia.com](http://www.bursamalaysia.com) under Company's announcements.
2. You may request for a printed copy of the Integrated Annual Report 2021 and/or Sustainability Report 2021 are at <https://tiih.online> by selecting "Request for Annual Report" under the "Investor Services".
3. Kindly consider the environment and sustainability, and refrain from requesting for the printed copy of the Integrated Annual Report 2021 and/or Sustainability Report 2021. The environmental concerns such as global warming, deforestation, climate change and many more affect every human, animal and nation on this planet.

## **Enquiry**

If you have any enquiries prior to the 22<sup>nd</sup> AGM, 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):-

### **Share Registrar:**

TRICOR INVESTOR & ISSUING HOUSE SERVICES SDN BHD  
Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South  
No. 8, Jalan Kerinchi, 59200 Kuala Lumpur.  
Tel: 03-2783 9299                      Fax: 03-2783 9222

### **Contact persons:-**

Attn: En. Mohd Kamal Bin Mohd Din / Mr Low Cheng Chuan :  
Tel: +603-27839237 / +603-27839278  
Email: [Kamal.Mohd@my.tricorglobal.com](mailto:Kamal.Mohd@my.tricorglobal.com) / [Cheng.Chuan.Low@my.tricorglobal.com](mailto:Cheng.Chuan.Low@my.tricorglobal.com)

### **Company Secretaries:**

LBS BINA GROUP BERHAD  
Plaza Seri Setia, Level 1-4, No. 1, Jalan SS9/2  
47300 Petaling Jaya, Selangor Darul Ehsan.  
Tel: 03-7861 6088 / 94              Fax: 03-7861 6099  
Attn: Ms. Doris Lee / Ms Christine Chooy  
Email: [sca@lbs.com.my](mailto:sca@lbs.com.my)

The Company may at its discretion make any changes to the above arrangements in the event of unforeseen circumstances.