

# 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-Fourth Annual General Meeting ("24<sup>th</sup> AGM") of the Company to be held at Function Room, Level 5, Plaza Seri Setia, No. 1, Jalan SS9/2, 47300 Petaling Jaya, Selangor Darul Ehsan on Thursday, 13 June 2024 at 2.30 p.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		

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 \_\_\_\_\_ 2024

No. of Shares Held	
CDS Account No.	

Signature/ Common Seal of Shareholder(s)

NOTES:

- (1) A member of the Company who is entitled to attend, participate, speak and vote at the 24<sup>th</sup> AGM, may appoint a proxy or proxies to attend and vote in his/her stead. A proxy may but need not be a member.
- (2) If a member has appointed a proxy to attend a meeting and subsequently he/she attends such meeting, the appointment of such proxy shall be null and void, and his/her proxy shall not be entitled to attend the 24<sup>th</sup> AGM.
- (3) 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.
- (4) Where a member appoints more than one proxy, the appointment shall be invalid unless he/she specifies the proportions of his/her shareholdings to be represented by each proxy.
- (5) 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 counter-signed next to the alteration.
- (6) 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 24<sup>th</sup> AGM or adjourned 24<sup>th</sup> AGM at which the person named in the appointment proposes to vote:
  - (i) In hard copy form
    - (a) In the case of an appointment made in hard copy form (by hand/post), the proxy form shall 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.
    - (b) By email to [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com) or fax to 03-27839222.
  - (ii) By electronic form  
The proxy form can be electronically lodged with the Share Registrar of the Company via TIH Online at <http://tih.online> and steps to submit are summarised in the Administrative Guide for the 24<sup>th</sup> AGM.
- (7) 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.
- (8) 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.
- (9) 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.
- (10) The date of Record of Depository for the purpose of determining members' entitlement to attend, vote and speak at the meeting is Thursday, 6 June 2024.
- (11) Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia, all resolutions set out in this Notice of 24<sup>th</sup> AGM will be put to vote by way of poll.

FOLD HERE

---

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.

---

FOLD HERE



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

**Administrative Guide for the Twenty-Fourth Annual General Meeting  
("24<sup>th</sup> AGM")**

Date : Thursday, 13 June 2024  
Time : 2.30 p.m.  
Venue : Function Room, Level 5, Plaza Seri Setia, No. 1, Jalan SS9/2, 47300 Petaling Jaya,  
Selangor Darul Ehsan

**Registration for the 24<sup>th</sup> AGM**

1. Registration will start at 1.30 p.m. on the day of the 24<sup>th</sup> AGM up to the time of the commencement of the 24<sup>th</sup> AGM at 2.30 p.m.
2. Please produce your ORIGINAL Identity Card ("IC") or Passport (for foreign shareholder) during registration for verification. Only original IC or Passport is valid for registration.
3. Please note that you are not allowed to register on behalf of another shareholder/proxy, even with the original IC or Passport of that other shareholder/proxy. Please make sure you collect your IC or Passport after the registration.
4. After verification and registration, you will be given an identification wristband. If you are attending the Meeting as a shareholder as well as proxy, you will be registered once and will only be given one identification wristband to enter the meeting hall. There is no replacement in the event that you lose/misplace the identification wristband.
5. After registration and signing on the Attendance List, please vacate the registration area.
6. No person will be allowed to register on behalf of another person even with the original MyKad/Passport of that other person.
7. The registration counter will only handle verification of shareholdings and registration. For other clarification or query, you may proceed to the Help Desk.

**Help Desk**

1. The Help Desk will handle all clarification and query on matters relating to the Meeting.

**Appointment of Proxy or Attorney or by Authorised Representative**

1. Only members whose names appear on the Record of Depositors as at 6 June 2024 shall be eligible to attend, speak and vote at the 24<sup>th</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 24<sup>th</sup> AGM will be conducted physically, members can appoint the Chairman of the Meeting as their proxy and indicate the voting instruction in the Form of Proxy.
3. If you wish to participate in the 24<sup>th</sup> AGM yourself, please do not submit any Form of Proxy for the 24<sup>th</sup> AGM. You will not be allowed to participate in the 24<sup>th</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 24<sup>th</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 24<sup>th</sup> AGM or not later than **Tuesday, 11 June 2024 at 2.30 p.m.:**

(i) In Hard copy form:

- a. In the case of an appointment made in hard copy form (by hand/post), the proxy form shall 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.
- b. By email to [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com) or fax to 03-27839222

(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. <u>Steps for individual members</u></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 24<sup>th</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. <u>Steps for corporation or institutional members</u></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>
	<i>Note: 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 24<sup>th</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> </ul>

	<ul style="list-style-type: none"> <li>▪ Login to TIIH Online, select corporate exercise name: “<b>LBS Bina Group Berhad 24<sup>th</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> </ul> <p>Print the confirmation report of your submission for your record.</p>
--	--

### **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 24<sup>th</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. During the 24<sup>th</sup> AGM, the Chairman will invite the Poll Administrator to brief you on the poll procedure.
3. Upon completion of the voting session for the 24<sup>th</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 24<sup>th</sup> AGM and the results of the voting will be announced at the 24<sup>th</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 24th AGM are strictly not allowed.

### **No Smoking Policy**

1. A no smoking policy is maintained in the Meeting hall. Your co-operation is much appreciated.

### **Integrated Annual Report 2023 and Sustainability Report 2023**

1. The Integrated Annual Report 2023 and/or Sustainability Report 2023 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 2023 and/or Sustainability Report 2023 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 2023 and/or Sustainability Report 2023.

### **Enquiry**

If you have any enquiries prior to the 24<sup>th</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: Syafiqul Hafidz Bin Abdul Kadir / Hayman Daniel Muadzim Bin Abd Khalid  
Tel: +603 2783 9024 / +603 2783 9145  
Email: [Syafiqul.Hafidz@my.tricorglobal.com](mailto:Syafiqul.Hafidz@my.tricorglobal.com) / [Hayman.Daniel@my.tricorglobal.com](mailto:Hayman.Daniel@my.tricorglobal.com)

**Company Secretary:**

LBS BINA GROUP BERHAD

Plaza Seri Setia, Level 1-4, No. 1, Jalan SS9/2

47300 Petaling Jaya, Selangor Darul Ehsan.

Tel: 03-7861 6090

Fax: 03-7861 6099

Attn: Ms. Doris Lee

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.