

TWL HOLDINGS BERHAD

(FORMERLY KNOWN AS TIGER SYNERGY BERHAD)

Registration No. 199401039944 (325631-V) (Incorporated in Malaysia)

EXTRAORDINARY GENERAL MEETING

ADMINISTRATIVE NOTES

<u>Date</u>	<u>Time</u>	Online Meeting Platform
16 March 2022	11.00 a.m.	Fully virtual basis and entirely via remote participation and voting via online meeting platform at www.swsb.com.my provided by ShareWorks Sdn Bhd in Malaysia (Domain registration number with MYNIC: D1A403841)

MODE OF MEETING

As a result of the implementation of the National Recovery Plan ("NRP") and relevant standard operating procedures ("SOPs") issued by Majlis Keselamatan Negara ("MKN") for phases under the NRP, the Securities Commission Malaysia ("SC") had on 16 July 2021, revised Guidance Note and Frequently Asked Questions on the conduct of General Meetings for Listed Issuers which was originally issued on 18 April 2020 ("Revised Guidance Note and FAQ"), to require all meeting of participants of a fully virtual general meeting including the Chairperson of the meeting, Board members, senior management and shareholders to participate in the meeting online.

All shareholders whether individual shareholders, corporate shareholders, proxy holders, authorised nominees or exempt authorised nominees who wish to attend the Extraordinary General Meeting ("EGM") will have to register to attend the EGM remotely by using the Remote Participation and Voting ("RPV") Facilities, the details as set out below. Hence, NO SHAREHOLDERS/PROXIES will be allowed to be physically present at the venue on the day of the EGM.

RPV

- 1. The EGM will be conducted entirely through live streaming and online remote voting. Should you wish to attend the EGM, you will be required to do so by registering yourself using the RPV Platform in accordance with the instructions set out under Section 4 below.
 - With the RPV Platform, you may exercise your rights as a Shareholder to participate (including to pose questions to the Board of Directors ("**Board**") and vote at the EGM.
- 2. If a shareholder is unable to attend the EGM, he/she is encouraged to appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.
- 3. For proxies or authorised representatives / authorised nominees / exempt authorised nominees who wishes to use the RPV Platform at the EGM, please ensure the duly executed proxy forms or the original certificate of appointment of its authorised representative are submitted to the registered office of the Company at Unit T3-13A-20, 3 Towers, Menara 3, No. 296, Jalan Ampang, 50450 Kuala Lumpur, Wilayah Persekutuan not later than not later than 14 March 2022 at 11.00 a.m.

4. The procedures for the RPV in respect of the live streaming and remote voting at the EGM is as follows:

Pro	Procedures Action		
	Before the EGM		
(i)	Register as a user	 If you have already registered an account at the website, you are not required to register again. Access website www.swsb.com.my Click "Login" and click "Register" to sign up as a user. The registration will be open from 11.00 a.m. on 2 March 2022 and close at 11.00 a.m. on 15 March 2022. Complete the registration process and upload softcopy of MyKAD (front and back) or Passport for foreign shareholders. Read and agree to the terms & condition and thereafter submit your request. Upon submission, kindly login to the valid email address and verify your user ID within one (1) hour. Upon verification of the user ID, ShareWorks will send an email notification to approve you as a user. 	
	cedures	Action	
Bef	ore the EGM		
		 After verification of your registration against the General Meeting Record of Depositors of the Company as at 9 March 2022, the system will send you an email to notify you if your registration is approved or rejected after 10 March 2022. If your registration is rejected, you can contact ShareWorks or the Company for clarifications or to appeal. 	
	On the day of EGM		
(ii)	Login to www.swsb.com.my	 Login with your user ID and password for remote participation at the EGM at any time from 10.30 a.m. i.e. 30 minutes before the commencement of the EGM on 16 March 2022 at 11.00 a.m. 	
(iii)	Participate through Live Streaming	 Select the "Virtual Meeting" from main menu. Click the "Join Meeting" located next to the event. You are required to provide your full name as per CDS account and your user registered email address. Kindly click the video link and insert the password given to you in your email notification in order to join the live video streaming. If you have any question for the Chairperson/ Board, you may use the Q&A platform to transmit your question. The Chairperson/Board will try to respond to all questions submitted by remote participants during the EGM. If time is a constraint, the responses will be emailed to you at the earliest possible time after the meeting ended. 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. 	
	Online remote voting End of RPV Facility	 Select "Voting" located next to the "Join Meeting" and indicate your votes for the resolutions that are tabled for voting. Voting session will commence once the Chairperson of the Meeting declare that the voting platform is activated and will announce the completion of the voting session of the EGM. Cast your vote on all resolutions as appeared on the screen and submit your votes. Once submitted, your votes will be final and cannot be changed. The RPV Facility will end and the Messaging window will be 	
(*/		disabled the moment the Chairperson of the Meeting announces the closure of the EGM.	

REVOCATION OF PROXY

Please note that if a Shareholder has submitted his/her Form of Proxy prior to the EGM and subsequently decides to personally attend and participate in the EGM via RPV Platform, the Shareholder must contact ShareWorks Sdn Bhd to revoke the appointment of his/her proxy no later than 16 March 2022 at 11.00 a.m.

POLL VOTING

The voting at the EGM will be conducted by poll in accordance with Rule 8.31A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad ("Bursa Securities"). The Company has appointed ShareWorks Sdn Bhd as Poll Administrator to conduct the poll by way of electronic means and Leonard Lim Weng Leong as Scrutineers to verify the poll results.

Shareholders can proceed to vote on the resolutions before the end of the voting session which will be announced by the Chairman of the Meeting. The Scrutineers will verify and announce the poll results followed by the Chairman's declaration whether the resolution is duly passed or otherwise.

The results of the voting for all resolutions will be announced at the EGM and on Bursa Securities website at www.bursamalaysia.com and http://www.twlholdings.com.my/.

NO RECORDING OR PHOTOGRAPHY

Strictly NO recording or photography of the proceedings of the EGM is allowed.

NO BREAKFAST/LUNCH PACKS, DOOR GIFTS OR FOOD VOUCHERS

There will be no distribution of breakfast / lunch packs, door gifts or food vouchers.

ENQUIRY

If you have any enquiry prior to the virtual meeting, please contact Mr. Kou Si Qiang and Mr Chan Wai Kien during office hours from 9.00 a.m. to 5.00 p.m. on Mondays to Fridays:

ShareWorks Sdn Bhd

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