



BWYS GROUP BERHAD
REGISTRATION NO. 202301000310 (1494229-W)
(Incorporated in Malaysia)

ADMINISTRATIVE DETAILS FOR THE EXTRAORDINARY GENERAL MEETING (“EGM”)

Meeting Day & Date	:	Tuesday, 30 June 2026
Time	:	12.30 p.m., or immediately following the conclusion of the Third Annual General Meeting
Venue	:	Lot 1571, Jalan Serunai, Kawasan Perindustrian Valdor, Mukim 12, 14200 Sungai Bakap, Penang

SHAREHOLDERS’ ENTITLEMENT TO ATTEND AND VOTE AT THE EGM

Only members whose names appear on the **Record of Depositors** of the Company (“ROD”) as of **Monday, 22 June 2026** shall be eligible to attend, speak and vote at the EGM or to appoint proxy(ies), corporate representative(s) or attorney(s) to attend and vote on their behalf at the EGM.

Members who are unable to attend the EGM but wish to exercise their votes are encouraged to appoint proxy or Chairman of the Meeting to attend and/or vote on their behalf at the EGM by indicating the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

Members who wish to personally attend the EGM, please **DO NOT** submit any Proxy Form for the EGM. A member will not be allowed to attend the EGM together with the appointed proxy(ies).

PROCEDURES TO REGISTER AND PARTICIPATE AT THE EGM

Member(s)/ proxy(ies)/ authorised representative(s)/ attorney(s) who wish to participate in the EGM are to follow the requirements and procedures as summarised below:

Before EGM Day (not a DVote user)

Member(s)/proxy(ies)/authorised representative(s)/attorney(s) who wish to attend the EGM are **required to register as a Dvote user** at <https://www.dvote.my/>. Once you have registered and activated your Dvote user login, please proceed to register your attendance for the EGM as follows:

Signing up

- 1 Start**
Click on *Sign up as a new user*
- 2 Fill up your detail**
 - Fill up all fields accordingly.
 - Verify and click on Sign up now.
- 3 Notice of Account Activation**
An account activation email will be sent to you once your information has been verified and approved by our team.

Pre-Registration (Prior to Meeting Day)

1. Login

Log in with your registered email address.

Login

Email

Password

Remember me?

Login

[Forgot your password?](#)

[Sign up as a new user](#)

2. Meeting Selection

Select the relevant meeting from the event list and click register now

Meeting	Date/Time	Type	Action
Dvote Physical meeting	Friday, 29 November 2024, 3:45 PM	Physical Meeting	Select
Chairman's Report - The 38th Annual General Meeting	Tuesday, 10 December 2024, 11:30 AM		Select
Dvote virtual meeting	Friday, 29 December 2024, 9:30 PM	Virtual Meeting	Select
Dvote Hybrid Meeting	Monday, 30 December 2024, 11:00 AM	Hybrid Meeting	Select

Dvote Physical meeting

Meeting Date/Time : *Monday, 02 December 2024, 3:45 PM*

Hi, LAI SIEW WAI

Registration Status

[Register Now](#)

WE STRONGLY ENCOURAGE ALL MEMBERS AND PROXIES TO REGISTER FOR THE EVENT PRIOR TO THE MEETING DAY AS THERE WILL BE NO REGISTRATION COUNTER AT THE MEETING VENUE. THIS WILL ALLOW THE COMPANY TO HAVE THE NECESSARY INFORMATION TO PREPARE THE MEETING VENUE AND THE NECESSARY ARRANGEMENTS.

MEMBER(S) OR PROXY(IES) HOLDER(S) WHO HAVE NOT REGISTER BEFORE THE MEETING DAY WILL BE REQUIRED TO SPEND MORE TIME TO DO THE ONLINE REGISTRATION ON-SITE (USING YOUR OWN DEVICE) BEFORE YOU ARE ALLOWED TO ENTER THE MEETING VENUE.

PRE-MEETING SUBMISSION OF QUESTIONS TO THE BOARD OF DIRECTORS (“BOARD”)

- Members may submit questions to the Board prior to the EGM via **Dvote Online** website at <https://www.dvote.my> no later than **Sunday, 28 June 2026 at 12.30 p.m.**
- The Board will endeavor to respond to the questions received during the EGM which are related to the resolution to be tabled at the EGM.

APPOINTMENT OF PROXY/ CORPORATE REPRESENTATIVE/ ATTORNEY

The appointment of a proxy/ authorised representative/ attorney for the EGM may be made in hard copy form or by electronic means. The duly executed instrument appointing a proxy/ authorised representative/ attorney must be deposited or submitted in the following manner, no later than **Sunday, 28 June 2026 at 12.30 p.m.:**

- (i) In hard copy form (for Individual or Corporate shareholder)

In the case of an appointment made in hard copy form, the proxy form must be deposited at the registered office of the Company at Office Suite No. 603 Block C, Pusat Dagangan Phileo Damansara 1, No. 9, Jalan 16/11, Off Jalan Damansara, 46350 Petaling Jaya, Selangor Darul Ehsan, Malaysia; **OR**

- (ii) By electronic means via Dvote Online (for Individual only)

The proxy form can be electronically lodged with the Share Registrar of the Company, AscendServ Capital Markets Services Sdn. Bhd. (“AscendServ”) via **Dvote Online** website at <https://www.dvote.my>.

Attorney(s) appointed by Power of Attorney **MUST** deposit their **ORIGINAL** Power of Attorney at the registered office of the Company no later than **Sunday, 28 June 2026 at 12.30 p.m.**

Corporate member(s) who wish to appoint authorised representative(s) instead of a proxy **MUST** deposit their **ORIGINAL** or **DULY CERTIFIED** certificate of appointment of authorised representative at the registered office of the Company no later than **Sunday, 28 June 2026 at 12.30 p.m.**

REVOCAION OF PROXY

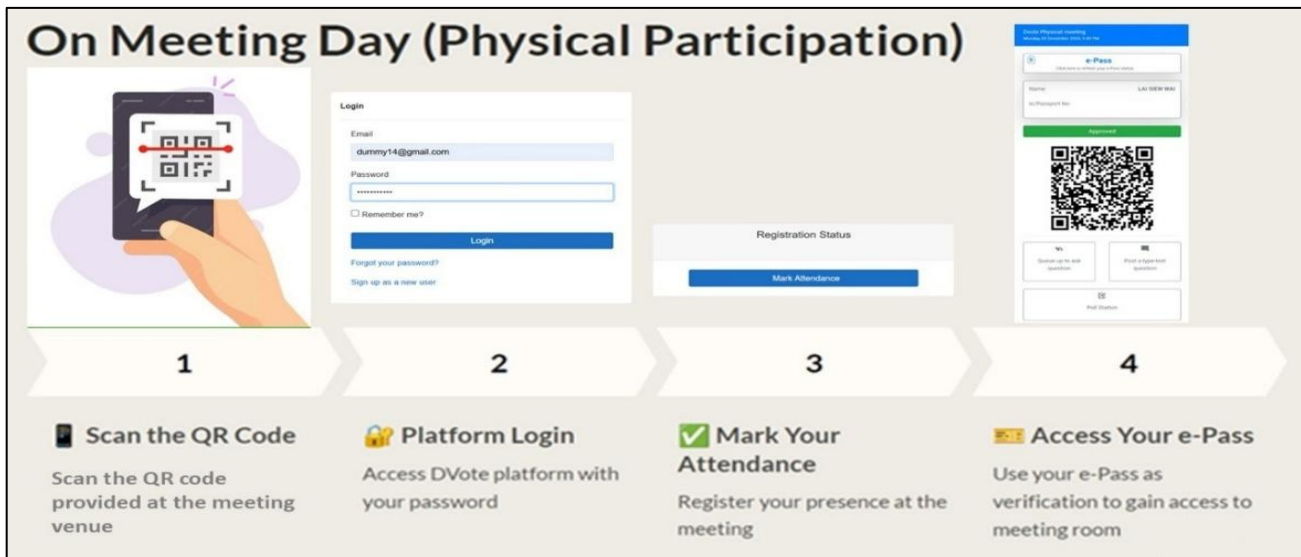
If you have submitted the Proxy Form and subsequently decide to change your proxy(ies) or revoke your appointment(s) to personally participate in the EGM, please write in to the Company's Share Registrar at generalmeeting@ascendserv.com no later than **Sunday, 28 June 2026 at 12.30 p.m.**

Upon revocation, your proxy(ies) will not be allowed to participate in the EGM. Please advise your proxy(ies) accordingly.

REGISTRATION ON THE DAY OF THE EGM

There **will be no registration counter** set-up to mark attendance. Shareholders and proxies are required to mark your attendance by scanning the QR code provided at the meeting venue using your own device via **Dvote Online** platform and obtain an identification tag before entering the meeting venue. For this purpose, please ensure you have the following:

- 1) Mobile device that has a camera function to scan QR code; and
- 2) Active data plan to access **Dvote Online** platform.



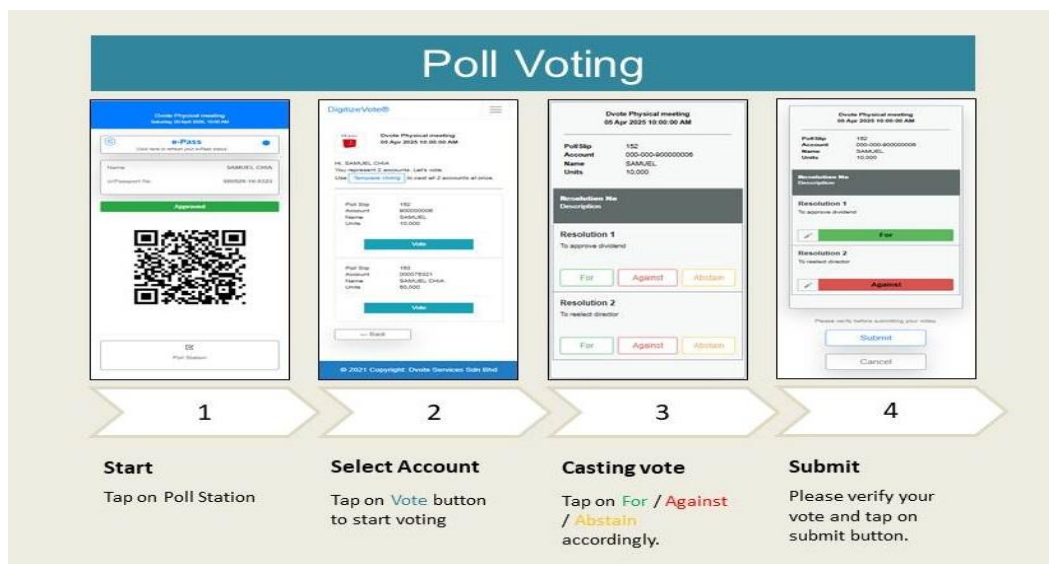
MEETING PROCEEDINGS

- Please bring your **ORIGINAL** National Registration Identity Card (“NRIC”) or passport (for non-Malaysian). The Poll Administrator and/or Scrutineers may request you to show your e-Pass upon marking your attendance via **Dvote Online** platform and your NRIC or passport for verification purposes. A photocopy of your NRIC or passport **WILL NOT BE ACCEPTED**.
- No person will be allowed to enter the meeting venue without the identification tag.
- Please ensure that your mobile device(s) are set to silent mode during the EGM to ensure smooth and uninterrupted proceedings.
- All members or proxies are encouraged to enter the meeting venue and be seated at least ten (10) minutes before the commencement of the EGM.
- The resolutions set out on the Notice of EGM will be considered at the EGM. You will be asked to vote on these resolutions and have the opportunity to ask questions during the Question-and-Answer session.

POLL VOTING AT THE MEETING

The voting at the EGM will be conducted by poll in accordance with Rule 8.31A(1) of the ACE Market Listing Requirements of Bursa Malaysia Securities Berhad (“Bursa Securities”).

Voting by poll will be conducted using **Dvote Online** system. All eligible voters will be required to access to **Dvote Online** system using your own mobile devices to cast your votes. The voting session will commence once the Chairman has convened the meeting and will end upon the Chairman's declaration that the voting session is closed.



Upon completion of the voting session for the EGM, the Independent Scrutineers will verify the poll results, followed by the Chairman's declaration of the poll results at the EGM. Subsequently, the poll results will be announced via an announcement by the Company through Bursa Securities at www.bursamalaysia.com.

PARKING

Free Parking.

REFRESHMENTS

Light refreshments will be served after the conclusion of the EGM.

CIRCULAR TO SHAREHOLDERS

You may request for a printed copy of the Circular to Shareholders by email to AscendServ at generalmeeting@ascendserv.com.

NO RECORDING

Strictly no recording of the EGM proceedings is allowed.

ENQUIRY

If you have any enquiries on the above, please contact AscendServ during office hours from Mondays to Fridays, 9.00 a.m. to 5.30 p.m. (except on public holidays):

AscendServ Capital Markets Services Sdn. Bhd.

Contact Person : Mr Alven Lai / Ms Stephanie Wee / Mr Mikael Osman
 General Line : +603-78900238
 E-mail Address : generalmeeting@ascendserv.com