

AIMFLEX

AIMFLEX BERHAD

Registration No. 201801011135 (1273151-K)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE SEVENTH ANNUAL GENERAL MEETING ("7TH AGM")

Day & Date : Wednesday, 18 June 2025
Time : 1.00 p.m.
Venue : Maharani Hall, Level 1, Impiana Hotel Senai, Jalan Impiana Senai Utama2
Taman Impiana Senai, 81400 Senai, Johor Darul Takzim

CORPORATE MEMBERS

- Corporate members who wish to appoint corporate representatives instead of a proxy, must deposit their original or duly certified of appointment of corporate representative to Tricor Investor & Issuing House Services Sdn Bhd ("Tricor") on or before the 7th AGM.
- Attorneys appointed by power of attorney are required to deposit their power of attorney with Tricor not later than Monday, 16 June 2025 at 1.00 p.m. to attend and vote at the 7th AGM.

GENERAL MEETING RECORD OF DEPOSITORS ("ROD")

- Only a depositor whose name appears on the ROD as at 11 June 2025 shall be entitled to attend, speak and vote at the 7th AGM or appoint a proxy/ies to attend and vote on his/her behalf.

REGISTRATION ON THE DAY OF THE 7TH AGM

- Registration will commence at 12.00 p.m. on Wednesday, 18 June 2025 and will remain open until the conclusion of the 7th AGM or such time as may be determined by the Chairman of the meeting.
- Please present your original National Registration Identity Card (NRIC) or Passport (for non-Malaysian) to the registration staff for verification.
- Upon verification, an identification wristband for voting purposes will be given to you thereafter. No one will be allowed to enter the meeting room without an identification wristband. There will be no replacement for the identification wristband if it is lost or misplaced.
- Registration must be done in person. No one is allowed to register on behalf of another even with the original NRIC or passport of the other person.
- The registration counter will handle verification of identity, registration and revocation of proxy/ies.

Proxy

The appointment of proxy may be made in hard copy form or by electronic form in the following manner and must be received by the Company at least forty-eight (48) hours before the time appointed for holding the 7th AGM or any adjournment thereof, otherwise the Proxy Form shall not be treated as valid:-

(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 the drop box located at Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur;

(ii) By Electronic form:

You may also submit the Proxy Form electronically via TIIH Online and the steps to submit are summarised below:

Procedure	Action
i. <u>Steps for Individual Shareholders</u>	
Register as a User with TIIH Online	- Using your computer, please access the website at https://tiih.online. Register as a user under the “e-Services Login”. Please refer to the tutorial guide posted on the homepage for assistance. - If you are already a user with TIIH Online, you are not required to register again.
Proceed with submission of Proxy Form	- After the release of the Notice of Meeting by the Company, login with your user name (i.e. email address) and password. - Select the corporate event: “Aimflex Berhad 7th AGM - Submission of Proxy Form”. - Read and agree to the Terms and Conditions and confirm the Declaration. - Insert your CDS account number and indicate the number of shares for your proxy(s) to vote on your behalf. - Appoint your proxy/proxies and insert the required details of your proxy/proxies or appoint the Chairman as your proxy. - Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide on your votes. - Review and confirm your proxy(s) appointment. - Print the form of proxy for your record.
ii. <u>Steps for corporate or institutional shareholders</u>	
Register as a User with TIIH Online	- Access TIIH Online at https://tiih.online - Under e-Services Login, the authorised or nominated representative of the corporate or institutional shareholder selects “Create Account by Representative of Corporate Holder”. - Complete the registration form and upload the required documents. - Registration will be verified, and you will be notified by email within one (1) to two (2) working days. - Proceed to activate your account with the temporary password given in the email and re-set your own password. Note: The representative of a corporate or institutional shareholder 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.

Proceed with submission of Proxy Form	▪ Login to TIIH Online at https://tiih.online ▪ Select the corporate event: “Aimflex Berhad 7th AGM: Submission of Proxy Form” ▪ Agree to the Terms & Conditions and Declaration. ▪ Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein. ▪ Prepare the file for the appointment of proxies by inserting the required data. ▪ Login to TIIH Online, select corporate event: “Aimflex Berhad 7th AGM - Submission of Proxy Form”. ▪ Proceed to upload the duly completed proxy appointment file. ▪ Select “Submit” to complete your submission. ▪ Print the confirmation report of your submission for your record.
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POLL VOTING

- The voting at the 7th AGM will be conducted by poll in accordance with Rule 8.31A of the ACE Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor as a Poll Administrator to conduct the poll by way of electronic voting (e-Voting).
- Upon completion of the voting session for the 7th AGM, THE Scrutineers will verify and announce the poll results followed by the Chairman’s declaration whether the resolutions are duly passed.

NO DOOR GIFT/VOUCHER

- There will be no distribution of door gift or voucher for the AGM.

We thank you for your continuous support to the Company.

ENQUIRY

If you have any enquiry prior to the meeting, you may contact the Share Registrar at:

Tricor Investor & Issuing House Services Sdn Bhd <i>Registration No. 197101000970 (11324-H)</i> Unit 32-01, Level 32, Tower A Vertical Business Suite, Avenue 3, Bangsar South No. 8, Jalan Kerinchi 59200 Kuala Lumpur, Malaysia		Telephone Number
	General Line	+603-2783 9299
	Mohamad Amirul Iskandar	+603-2783 9279 mohammad.amirul@vistra.com
	Syafiquel Hafidz	+603-2783 9024 syafiquel.hafidz@vistra.com
	Fax Number	+603-2783 9222
	Email	is.enquiry@vistra.com