



SARAWAK CABLE BERHAD

Registration No. 199801000274 (456400-V)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE EXTRAORDINARY GENERAL MEETING

Day and Date	: Friday, 25 June 2021
Time	: 11:00 a.m. or immediately after the conclusion or any adjournment (as the case may be) of the 23 rd annual general meeting (" EGM ") of Sarawak Cable Berhad which will be conducted on a fully virtual basis from the same online meeting platform on the same day
Meeting Platform	: https://web.lumiagm.com/

MODE OF MEETING

Due to the unprecedented circumstances arising from the measures that have been implemented nationally to limit the spread of the COVID-19, and in particular, the Government of Malaysia's official guidance for practising social distancing, the Company will conduct its forthcoming Extraordinary General Meeting ("**EGM**") entirely on a fully virtual basis via remote participation and electronic voting (collectively referred hereinafter as "**Virtual EGM**").

In line with the Malaysian Code on Corporate Governance Practice 13.3, conducting a virtual EGM, would facilitate greater shareholder participation as it facilitates electronic voting and remote shareholders' participation. With the virtual meeting facilities, you may exercise your right as a member of the Company to participate (including the right to pose questions to the Board of Directors and/or Management of the Company) and vote at the EGM. Alternatively, you may also appoint the Chairman of the Meeting as your proxy to attend and vote on your behalf at the EGM.

BROADCAST VENUE

An online meeting platform can be recognized as the meeting venue or place under section 327(2) of Companies Act 2016. With the online meeting platform, you may exercise your right as a member of the Company to participate (including the right to pose questions to the Board of Directors and/or Management of the Company) and vote at the EGM.

ENTITLEMENT TO PARTICIPATE AND VOTE

In respect of deposited securities, only members whose names appear in the Record of Depositors on 18 June 2021 (General Meeting Record of Depositors) shall be eligible to participate the EGM or appoint proxy(ies) to participate and/or vote on his/her behalf.

FORM(S) OF PROXY

Shareholders are encouraged to go online, participate and vote at the EGM using remote participation and electronic voting facilities.

Shareholders who are unable to participate in our online EGM are encouraged to appoint the Chairman of the Meeting as your proxy and indicate the voting instructions in the Form(s) of Proxy. Alternatively, you may use Boardroom Smart Investor Portal proxy appointment service to submit your proxy appointment.

Please take note that you **must** complete the Form(s) of Proxy for the EGM should you wish to appoint a proxy(ies).

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FORM(S) OF PROXY (cont'd)

Please ensure that the original Form(s) of Proxy is deposited at our Share Registrar's office not less than forty-eight (48) hours before the time appointed for holding the meeting at the following address:-

Boardroom Share Registrars Sdn. Bhd.

Ground Floor or 11th Floor, Menara Symphony
No. 5, Jalan Prof. Khoo Kay Kim
Seksyen 13, 46200 Petaling Jaya
Selangor Darul Ehsan
Malaysia

General Line : 603-7890 4700

Alternatively, you may deposit your Form(s) of Proxy by electronic means through Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com/> to log in and deposit your Form(s) of Proxy electronically, not less than forty-eight (48) hours before the meeting. Kindly refer to the procedure for Electronic Lodgement of Form of Proxy below.

Electronic Lodgement of Form of Proxy

Step 1 – Register Online with Boardroom Smart Investor Portal (for first time registration only)

[Note: If you have signed up with Boardroom Smart Investor Portal, you are not required to register again. You may proceed to Step 2 – eProxy Lodgement.]

- Access website <https://investor.boardroomlimited.com/>
- Click <<Login>> and click <<Register>> to sign up as a user.
- Complete registration and upload softcopy of MyKAD (front and back) or Passport in JPEG, PNG or PDF format.
- Please enter a valid email address and wait for email verification from Boardroom.
- Your registration will be verified and approved within one (1) business day and email notification will be provided to you.

Step 2 – eProxy Lodgement

- Access website <https://investor.boardroomlimited.com/>
- Login with [your User ID and Password given above.](#)
- Go to “” **Corporate Meeting**” and browse the Meeting List for “**SARAWAK CABLE BERHAD EXTRAORDINARY GENERAL MEETING**” and click “**Enter**”.
- Read the terms & conditions and confirm the Declaration.
- Enter your CDS Account Number and indicate the number of securities.
- Appoint your proxy(ies) or the Chairman of the Meeting and enter the required particulars for your proxy(ies).
- Indicate your voting instructions – FOR or AGAINST, otherwise your proxy(ies) will decide your votes.
- Review and confirm your proxy(ies) appointment.
- Click submit.
- Download or print the eProxy Form acknowledgement.

REVOCATION OF PROXY

If you have submitted your Form(s) of Proxy and subsequently decide to appoint another person or wish to participate in our EGM by yourself, please write in to bsr.helpdesk@boardroomlimited.com to revoke the earlier appointed proxy forty-eight (48) hours before the meeting.

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VOTING PROCEDURE

The Company has appointed Boardroom Share Registrars Sdn. Bhd. ("**Boardroom**") as Poll Administrator to conduct the poll by way of electronic voting ("**e-voting**"). The Company will also be appointing scrutineers to verify the poll results.

During the EGM, the Chairman of the Meeting will invite the Poll Administrator to brief on the e-Polling housekeeping rules. The voting session will commence as soon as the Chairman calls for the poll to be opened and until such time when the Chairman announces the closure of the poll.

For the purposes of the Virtual EGM, e-voting will be carried out via personal smart mobile phones, tablets or personal computers/laptops.

There are two (2) methods for members and proxies who wish to use their personal voting device to vote remotely. The methods are as follows:-

(ii) Use the QR Scanner Code given in the email received after successful registration; **OR**

(iii) Navigate to the website URL <https://web.lumiagm.com/>.

The Scrutineers will verify the poll result reports upon the closing of the poll session by the Chairman. The Chairman will announce the results and declare whether the resolutions put to the vote were successfully carried or not.

REMOTE PARTICIPATION AND E-VOTING

Please note that the remote participation and e-voting are available to individual member, corporate shareholder, authorised nominee and exempt authorised nominee.

You will be able to view a live webcast of the EGM proceeding, ask questions and submit your votes in real time whilst the meeting is in progress.

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REMOTE PARTICIPATION AND E-VOTING (cont'd)

Kindly follow the steps below on how to request for login ID and password:

Before the day of the EGM		
Step		Action
1.	Register Online with Boardroom Smart Investor Portal (for first time registration)	<p><i>[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register. You may proceed to Step 2.]</i></p> <ol style="list-style-type: none"> Access website https://investor.boardroomlimited.com/ Click <<Register>> to sign up as a user. Complete registration and upload softcopy of MyKad (front and back) or Passport in JPEG, PNG or PDF format. Please enter a valid email address. Your registration will be verified and approved within one business day and an email notification will be provided.
2.	Submit request for Remote Participation User ID and Password	<p><i>[Note: The registration for remote access will be opened on 10 June 2021]</i></p> <p>Individual Members</p> <ol style="list-style-type: none"> Log in to https://investor.boardroomlimited.com/ Select "Corporate Meeting" from main menu and select the correct Corporate Event "SARAWAK CABLE BERHAD EXTRAORDINARY GENERAL MEETING". Read and agree to the terms and conditions. Enter your CDS Account and thereafter submit your request. <p>Corporate Shareholders</p> <ol style="list-style-type: none"> Write in to bsr.helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Certificate of Appointment of Corporate Representative or Form of Proxy to submit the request. Please provide a copy of Corporate Representative's MyKad (Front and Back) or Passport in JPEG, PNG or PDF format as well as his/her email address. <p>Authorised Nominee and Exempt Authorised Nominee</p> <ol style="list-style-type: none"> Write in to bsr.helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Form of Proxy to submit the request. Please provide a copy of Corporate Representative's MyKad (Front and Back) or Passport in JPEG, PNG or PDF format as well as his/her email address. <ul style="list-style-type: none"> ✓ You will receive notification(s) from Boardroom that your request(s) has been received and is/are being verified. ✓ Upon system verification against the General Meeting Record of Depositories as at 18 June 2021, you will receive an email from Boardroom either approving or rejecting your registration for remote participation. ✓ You will also receive your remote access user ID and password along with email from Boardroom if your registration is approved. ✓ Please note that the closing time to submit your request for remote participation User ID and Password is on 23 June 2021 at 11.00 a.m. (forty-eight (48) hours before the commencement of the EGM).
3.	Login to Virtual Meeting Portal	<p><i>[Please note that the quality of the connectivity to Virtual Meeting Portal for live web cast as well as for remote online voting is highly dependent on the bandwidth and the stability of the internet connectivity available at the location of the remote users.]</i></p> <ol style="list-style-type: none"> The Virtual Meeting Portal will be open for login starting an hour [1 hour] before the commencement of the EGM on 25 June 2021 at 10.30 a.m. or immediately following the conclusion or adjournment of the Company's 23rd AGM, whichever is later. Follow the steps given to you in the email along with your remote access user ID and password to login to the Virtual Meeting Portal [Refer to Step 2 above].

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On the day of the EGM 25 June 2021		
4.	Participate	<p><i>[Note: Questions submitted online will be moderated before being sent to the Chairman to avoid repetition. All question and messages will be presented with the full name and identity of the participant raising the question.]</i></p> <ul style="list-style-type: none">a. If you would like to view the live webcast, select the broadcast icon.b. If you would like to ask a question during the EGM, select the messaging icon.c. Type your message within the chat box, once completed click the send button.
5.	Online Remote Voting	<ul style="list-style-type: none">a. Once voting has been opened, the polling page will appear with the resolutions and your voting choices.b. To vote, simply select your voting direction from the options provided.c. To change your vote, simply select another voting direction.d. If you wish to cancel your vote, please press "Cancel".
6.	End of Remote Participation	<ul style="list-style-type: none">a. Upon the announcement by the Chairman on the closure of the EGM, the live webcast will end and the Messaging window will be disabled.b. You can now logout from Virtual Meeting Portal

NO FOOD/DOOR GIFTS

There will be **NO FOOD OR ANY DOOR GIFT(S)** for shareholders/proxies who participate in the EGM.

PRE-MEETING SUBMISSION OF QUESTIONS TO THE BOARD OF DIRECTORS

The shareholders may submit questions to the Company via e-mail to enquiries@sarawakcable.com prior to the EGM to transmit questions to Board of Directors. The Chairman and Board of Directors will endeavour their best to respond to the questions submitted by the shareholders which are related to the resolutions to be tabled at the EGM.

RECORDING OR PHOTOGRAPHY AT THE EGM

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

ENQUIRY

If you have any enquiries prior to the EGM, please contact the following during office hours from Mondays to Fridays (except for public holidays):

Boardroom Share Registrars Sdn. Bhd.

General Line : 603-7890 4700
Fax Number : 603-7890 4670
Email : bsr.helpdesk@boardroomlimited.com

Sarawak Cable Berhad

General Line : 6082-434311
Fax Number : 6082-435311
Email : enquiries@sarawakcable.com

PERSONAL DATA POLICY

By registering for the remote participation and electronic voting meeting and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the member of the Company has consented to the use of such data for purposes of processing and administration by the Company (or its agents); and to comply with any laws, listing rules, regulations and/or guidelines. The member agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of warranty.