



**SAUDIGOLD GROUP BERHAD**  
**(Formerly known as SAUDEE GROUP BERHAD)**  
Registration No. 200801036832 (838172-P)  
(Incorporated in Malaysia)

**16<sup>TH</sup> ANNUAL GENERAL MEETING (“16<sup>TH</sup> AGM”)**

**ADMINISTRATIVE GUIDE**

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Broadcast Venue</u></b>
Thursday, 23 January 2025	2:00 p.m.	Lot 4.1, Level 4, Menara Lien Hoe, No. 8, Persiaran Tropicana, Tropicana Golf & Country Resort, 47410 Petaling Jaya, Selangor Darul Ehsan.

**MODE OF MEETING**

The 16<sup>th</sup> AGM will be conducted entirely through live streaming from the Broadcast Venue.

The Broadcast Venue is strictly for the purpose of complying with Section 327 (2) of the Companies Act 2016 which stipulates that the Chairman of the Meeting shall be at the main venue of the 16<sup>th</sup> AGM. Shareholders of the Company (“**Members**”) are **NOT REQUIRED** to be physically present **NOR ADMITTED** at the Broadcast Venue on the day of the 16<sup>th</sup> AGM.

Members whose names appear on the General Meeting Record of Depositors on 15 January 2025 shall be eligible to participate in the 16<sup>th</sup> AGM remotely by using the Remote Participation and Voting (“**RPV**”) Facilities as per the details set out below.

**RPV**

The 16<sup>th</sup> AGM will be conducted entirely through live streaming and online remote voting. Members are encouraged to participate the 16<sup>th</sup> AGM by using the RPV Facilities. With the RPV Facilities, Members may exercise their rights to participate (including to pose any questions to the Board of Directors (“**Board**”) and the management of the Company) and vote at the 16<sup>th</sup> AGM.

**Individual Members** are strongly encouraged to take advantage of RPV Facilities to participate and vote remotely at the 16<sup>th</sup> AGM.

If an Individual Members is unable to participate the 16<sup>th</sup> AGM, he/she is encouraged to appoint proxy(ies) or the Chairman of the Meeting to participate on his/her behalf and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.

**Corporate Members** (through Corporate Representative(s) or appointed proxy(ies)) are also strongly advised to participate and vote remotely at the 16<sup>th</sup> AGM by using the RPV Facilities. Corporate Members who wish to participate and vote remotely at the 16<sup>th</sup> AGM will be required to provide the following documents to the Share Registrar’s office at A3-3-8, Solaris Dutamas, No. 1, Jalan Dutamas 1, 50480 Kuala Lumpur, Wilayah Persekutuan not later than **Wednesday, 22 January 2025** at **2:00 p.m.**:

- i. Certificate of Appointment of its Corporate Representative or Form of Proxy under the Seal of the Corporation;
- ii. Copy of the Corporate Representative’s or Proxy’s MyKad (front and back) / Passport; and
- iii. Corporate Representative’s or Proxy’s email address and mobile phone number.


If a Corporate Member (through Corporate Representative(s) or appointed proxy(ies)) is unable to participate the 16<sup>th</sup> AGM, the Corporate Member is encouraged to appoint the Chairman of the Meeting as its proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.

In respect of **Members** who is an **Authorised Nominee and Exempt Authorised Nominee** (“**Nominee Company**”), the beneficial owners of the shares under a Nominee Company’s CDS account are also strongly advised to participate and vote remotely at the 16<sup>th</sup> AGM using RPV Facilities. Beneficial owner, who wish to participate and vote remotely at the 16<sup>th</sup> AGM, can request its Nominee Company to appoint him/her as a proxy to participate and vote remotely at the 16<sup>th</sup> AGM. Nominee Company will be required to provide the following documents to the Share Registrar’s office at A3-3-8, Solaris Dutamas, No. 1, Jalan Dutamas 1, 50480 Kuala Lumpur, Wilayah Persekutuan not later than **Wednesday, 22 January 2025 at 2:00 p.m.:**

- i. Form of Proxy under the Seal of the Nominee Company;
- ii. Copy of the Proxy’s MyKad (front and back) / Passport; and
- iii. Proxy’s email address and mobile phone number.

If a beneficial owner is unable to participate in the 16<sup>th</sup> AGM, it is encouraged to request its Nominee Company to appoint the Chairman of the Meeting as its proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.

The procedures for the RPV Facilities in respect of the live streaming and remote voting at the 16<sup>th</sup> AGM are as follows:

Procedures		Action
<b>Before the 16<sup>th</sup> AGM</b>		
1.	Register as participant for the 16 <sup>th</sup> AGM  	<ul style="list-style-type: none"> <li>• Using your computer, access the registration website at <a href="https://rebrand.ly/SaudiGoldAGM">https://rebrand.ly/SaudiGoldAGM</a>.</li> <li>• If you are using mobile devices, you can also scan the QR provided on the left to access the registration page.</li> <li>• Click <b>Register</b> and enter your email followed by <b>Next</b> to fill in your details to register for the 16<sup>th</sup> AGM session.</li> <li>• Upon submission of your registration, you will receive an email notifying you that your registration has been received and is pending verification.</li> <li>• The event is powered by Cisco Webex. You are recommended to download and install Cisco Webex Meetings (available for PC, Mac, Android and iOS). Refer to the tutorial guide posted on the same page for assistance.</li> </ul>
2.	Submit your online registration	<ul style="list-style-type: none"> <li>• Members, who wish to participate and vote remotely at the 16<sup>th</sup> AGM via RPV Facilities, are required to register prior to the Meeting. The registration will open on <b>Friday, 29 November 2024 at 5:00 p.m.</b> until the day of the 16<sup>th</sup> AGM on <b>Thursday, 23 January 2025 at 2:00 p.m.</b></li> <li>• Clicking on the link mentioned in item 1 will redirect you to the 16<sup>th</sup> AGM event page. Click on the <b>Register</b> link for the online registration form.</li> <li>• Complete your particulars in the registration page. Your name <b>MUST</b> match your CDS account name (not applicable for proxy).</li> <li>• Insert your CDS account number(s) and indicate the number of shares you hold.</li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>• Please ensure all information given is accurate before you click <b>Submit</b> to register your remote participation. Failure to do so will result in your registration being rejected.</li> <li>• System will send an email to notify that your registration for remote participation is received and will be verified.</li> <li>• After verification of your registration with the General Meeting Record of Depositors of the Company as at <b>15 January 2025</b>, the system will send you an email to notify you if your registration is approved or rejected after <b>16 January 2025</b>.</li> <li>• If your registration is rejected, you can contact the Company’s Poll Administrator for clarifications or to appeal.</li> </ul>

Procedures		Action
<b>On the day of 16<sup>TH</sup> AGM</b>		
3.	Attending 16 <sup>th</sup> AGM	<ul style="list-style-type: none"> <li>Two reminder emails will be sent to your inbox. First email will be sent one day before the date of the 16<sup>th</sup> AGM, while the second email will be sent 1 hour before the commencement of the 16<sup>th</sup> AGM session.</li> <li>Click <b>Join Webinar</b> in the reminder email to participate the RPV.</li> </ul>
4.	Participate with live video	<ul style="list-style-type: none"> <li>You will be given a short brief about the system.</li> <li>Your microphone is muted throughout the whole session.</li> <li>If you have any questions for the Chairman/Board, you may use the <b>Q&amp;A panel</b> to send in your questions. The Chairman/Board will try to respond to the relevant questions if time permits. All relevant questions will be collected throughout the session and replied later through your registered email.</li> <li>The whole session will be recorded.</li> <li>Take note that the quality of the live streaming is dependent on the bandwidth and stability of the internet connection at your location.</li> </ul>
5.	Online Remote Voting	<ul style="list-style-type: none"> <li>The Chairman will announce the commencement of the voting session and the duration allowed at the 16<sup>th</sup> AGM.</li> <li>The list of resolutions for voting will appear at the right-hand side of your computer screen under the "<b>Slido</b>" panel. You are required to indicate your votes for the resolutions within the given stipulated time frame.</li> <li>Click on the <b>Submit</b> button when you have completed.</li> <li>Votes cannot be changed once it is submitted.</li> </ul>
6.	End of RPV Facility	Upon the announcement by the Chairman on the closure of the 16 <sup>th</sup> AGM, the live session will end.

### **APPOINTMENT OF PROXY**

Members, who appoint proxy(ies) to participate via RPV Facilities in the 16<sup>th</sup> AGM, shall deposit the completed duly executed Form of Proxy at Share Registrar's office at A3-3-8, Solaris Dutamas, No. 1, Jalan Dutamas 1, 50480 Kuala Lumpur, Wilayah Persekutuan or fax to 03-6413 3270 or email to [infosr@wscs.com.my](mailto:infosr@wscs.com.my) not later than **Wednesday, 22 January 2025 at 2:00 p.m.**

Please note that if an Individual Member has submitted his/her Form of Proxy prior to the 16<sup>th</sup> AGM and subsequently decides to personally participate in the 16<sup>th</sup> AGM via RPV Facilities, the Individual Member shall inform Share Registrar using the contact details as set out below to revoke the appointment of his/her proxy(ies) not later than **Wednesday, 22 January 2025 at 2:00 p.m.**

### **POLL VOTING**

The voting at the 16<sup>th</sup> AGM will be conducted by poll in accordance with Rule 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Workshire Share Registration Sdn. Bhd. as Poll Administrator to conduct the poll by way of electronic means and Symphony Corporate Services Sdn. Bhd. as Scrutineers to verify the poll results.

The Scrutineers will verify the poll results and the Chairman will declare whether the resolutions are duly passed or otherwise.

### **NO RECORDING OR PHOTOGRAPHY**

Strictly **NO recording or photography** of the proceedings of the 16<sup>th</sup> AGM 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 to the Members or Proxy(ies) who participate in the 16<sup>th</sup> AGM.

## **ENQUIRY**

If you have any enquiry prior to the meeting, please contact the following officers during the office hours from 9:00 a.m. to 5:30 p.m. on Mondays to Fridays (except public holidays) at:

For registration, logging in and system related:

### **InsHub Sdn. Bhd.**

Name: Ms. Eris/ Mr. Calvin  
Telephone: 03-7688 1013  
Email: [vgm@mlabs.com](mailto:vgm@mlabs.com)

For Proxy and other matters:

### **Workshire Share Registration Sdn. Bhd.**

Name: Mr. Vemalan a/l Naraynan/ Mr. Tee Yee Loon  
Telephone: 03-6413 3271 / 012-595 5253  
Email: [infosr@wscs.com.my](mailto:infosr@wscs.com.my)