PUBLIC PACKAGES HOLDINGS BERHAD
Registration No. 198701003743 (162413-K)
(Incorporated in Malaysia)

ADMINISTRATIVE NOTES FOR SHAREHOLDERS

35th ANNUAL GENERAL MEETING ("AGM")

Date : 30 May 2022, Monday

Time : 10 a.m.

Venue : Angier & Borden Level 4, Meeting Room, The Prestige Hotel of 8 Gat Lebuh Gereja, 10300 Penang.

EXTRAORDINARY GENERAL MEETING ("EGM")

Date : 30 May 2022, Monday

Time : 11.00 a.m. or immediately after the conclusion or adjournment of the 35th AGM of the Company, whichever is later.

Venue : Angier & Borden Level 4, Meeting Room, The Prestige Hotel of 8 Gat Lebuh Gereja, 10300 Penang.

Entitlement to Participate and Vote

(1) In respect of deposited securities, only members whose name appears on the Record of Depositors as at 18 May 2022 shall be entitled to attend the 35th AGM and EGM or appoint proxies to attend and/or vote on his/her behalf.

(2) If a shareholder is unable to participate at 35th AGM and EGM, he/she may also appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Proxy Form.

Proxy(ies)

(1) A proxy may but need not be a member of the Company.

(2) A member shall be entitled to appoint up to a maximum of two (2) proxies to attend and vote at the same meeting. Where a member appoints more than one (1) proxy, the appointment shall be invalid unless he specifies the proportions of his shareholdings to be represented by each proxy.

(3) Where a member is an Exempt Authorised Nominee which holds ordinary shares in the Company for multiple beneficial owners in one securities account ("omnibus account") there is no limit to the number of proxies it may appoint in respect of each omnibus accounts it holds. An Exempt Authorised Nominee refers to an authorised nominee defined under the Securities Industry (Central Depositories) Act 1991 which is exempted from compliance with the provision of subsection 25A(1) of the said Act.

(4) Where a member is an Exempt Authorised Nominee, it may appoint at least one (1) proxy but not more than two (2) proxies in respect of each securities account it holds which is credited with the shares of the Company. The appointment of two (2) proxies in respect of a particular securities account shall be invalid unless the authorised nominee specifies the proportion of its shareholding to be represented by each proxy.

(5) For a proxy to be valid, the Proxy Form duly completed must be deposited at the registered office of the Company at Wisma Public Packages, Plot 67 Lintang Kampong Jawa, Bayan Lepas Industrial Estate, 11900 Bayan Lepas, Penang not less than forty-eight (48) hours before the time for holding the meetings or adjournment thereof, or in the case of a poll not less than twenty-four (24) hours before the time appointed for the taking of the poll. Any completed Proxy Form transmitted by facsimile or electronic mail to the registered office of the Company will not be accepted.

(6) In the case of a corporate member, the Proxy Form must be executed under the corporation's common seal or under the hand of an officer or attorney duly authorised in which, it must be supported by a certified true copy of the relevant form or resolution appointing the officer or certified true copy of the power of attorney.

(7) For the purpose of determining a member who shall be entitled to attend the AGM and EGM, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd to issue a Record of Depositors as at 18 May 2022. Only a depositor whose name appears on the Record of Depositors as at 18 May 2022 shall be entitled to attend the AGM and EGM or appoint proxies to attend and/or vote on his/her behalf.

Administrative Guide

(1) For the AGM, registration will start at 9.00 am and will end at 10.00 am sharp or at such time as directed by the Chairman of the meeting. For the EGM, registration will start at 9.00 am and will end at 11.00 am sharp or at such time as directed by the Chairman of the meeting.

(2) Before entering the AGM and EGM venue, all shareholders/proxies and the attendees are required to:
- register name and mobile number through MySejahtera;
- wear a face mask;
- use the hand sanitizer as provided;
- undergo a compulsory body temperature screening at the venue entrance;
- physical distancing at least 1.0 meter away from others; and
- sign a health declaration form and provide their travel history and contact details (to facilitate contact tracing, if required).

(3) For safety purposes, the Company has the right to:
- limit the number of physical attendees to be accommodated at the venue;
- refuse the entry of a shareholder/proxy with high body temperature or displaying any symptoms of being unwell; and
- require all shareholders/proxies and the attendees to wear a face mask throughout the AGM and EGM.

(4) Light refreshments will be provided for members/proxy holders who attend or participate in the AGM and EGM.

AGM and EGM Enquiry

If you have any enquiry, please contact the following persons on Monday to Friday from 8.00 am to 4.30 pm (except on public holidays) :

Public Packages Holdings Berhad

General Line	:	04-6444115
Fax Number	:	04-6436699
Email	:	b_m@pph.com.my
Contact Person	:	Ms. Chiang Pei Se