



GENTING PLANTATIONS BERHAD

197701003946 (34993-X)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE FORTY-SEVENTH ANNUAL GENERAL MEETING (“47TH AGM”) OF GENTING PLANTATIONS BERHAD

Date : Tuesday, 10 June 2025

Time : 10.00 a.m.

Meeting Venue : 26th Floor, Wisma Genting
Jalan Sultan Ismail
50250 Kuala Lumpur
Malaysia

AGM Related Documents : The following documents of the Company can be viewed and downloaded from the Company’s website at <https://www.gentingplantations.com/agm/>:-

1. Integrated Annual Report 2024 (“IAR 2024”)
2. Sustainability Report 2024
3. Corporate Governance Report 2024
4. Circular to Shareholders
5. Notice of the 47th AGM
6. Form of Proxy
7. Administrative Guide
8. Personal Data Notice

REGISTRATION ON THE DAY OF THE 47TH AGM

The registration counter will be open at 7.30 a.m. on Tuesday, 10 June 2025. Shareholders/proxies/corporate representatives are requested to produce/show their original MyKad or Passport (for non-Malaysians) during registration for verification purposes. Please ensure the original MyKad or Passport is returned to you thereafter.

Please take note that no person will be allowed to register on behalf of another person, even with the original MyKad or Passport of that person. Upon verification, shareholders/proxies/corporate representatives are required to write their names and sign on the Attendance List placed on the registration table. Shareholders/proxies/corporate representatives will also be given identification wristbands for voting purposes. No person will be allowed to enter 26th Floor, Wisma Genting, Jalan Sultan Ismail, 50250 Kuala Lumpur without the identification wristband.

PROXY/(IES)

Members may appoint proxy/(ies) to participate and vote at the 47th AGM of the Company. The appointment of proxy/(ies) may be made in a hard copy form or by electronic means.

For hard copy form submission, the original instrument appointing a proxy shall be in writing and:

- (a) in the case of an individual, shall be signed by the appointor or by his attorney; and
- (b) in the case of a corporation, shall be either under the common seal or signed by its attorney or by an officer on behalf of the corporation.

Duly executed proxy forms must be submitted in the following manner, not less than forty-eight (48) hours before the time appointed for holding the 47th AGM or at any adjournment thereof:

(i) **In hard copy form**

The **original** signed proxy form must be deposited with our Share Registrar, Tricor Investor & Issuing House Services Sdn Bhd (“Tricor”) at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, deposited in the drop box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia (“Tricor’s Office”).

(ii) Via Tricor Online System (TIIH Online)

The proxy form can be electronically submitted via TIIH Online at <https://tiih.online>. Please refer to the procedures set out in “**ELECTRONIC LODGEMENT OF PROXY FORM ONLY**” below.

Members are requested to provide their mobile handphone numbers as well as the mobile handphone numbers of their proxies in the proxy forms in the event Tricor needs to contact the members/proxies.

The last date and time for the deposit/electronic submission of the proxy forms is **Sunday, 8 June 2025 at 10.00 a.m.**

CORPORATE MEMBERS

A Corporate Member who wishes to appoint a Corporate Representative to participate and vote at the 47th AGM of the Company must deposit the **original** certificate of appointment of corporate representative (in hard copy) to Tricor’s Office.

The certificate for appointment of corporate representative must be either under seal or signed by a duly authorised officer(s) pursuant to a resolution of its board of directors.

If a Corporate Member submits more than one (1) certificate of appointment, the latest certificate of appointment shall supersede the certificate of appointment which is submitted earlier.

Corporate Members are requested to provide their contact details of their officers (office/mobile handphone numbers) as well as the mobile handphone numbers of their corporate representatives in the event Tricor needs to contact them.

NOMINEE COMPANIES

For a Nominee Company registered as a member, the beneficial owner of the shares held under a Nominee Company’s CDS account who wishes to participate and vote at the 47th AGM of the Company can request the Nominee Company to appoint him/her as a proxy and deposit the duly completed **original** Proxy Form (in hard copy) at Tricor’s Office or submit electronically via TIIH Online at <https://tiih.online> not later than **Sunday, 8 June 2025 at 10.00 a.m.** For online submission, please refer to the procedures set out in “**ELECTRONIC LODGEMENT OF PROXY FORM ONLY**” below.

Nominee Companies are requested to provide their contact details of their officers (office/mobile handphone numbers) as well as the mobile handphone numbers of the proxies in the event Tricor needs to contact them.

APPOINTMENT OF MORE THAN ONE (1) PROXY

Where a member appoints more than one (1) proxy, the appointments shall be invalid unless he/she specifies the proportions of his/her shareholding to be represented by each proxy. If a member submitted more than one (1) proxy form, the latest proxy form shall supersede the earlier one.

REVOCAION OF PROXIES OR VICE VERSA

If a member has submitted a proxy form appointing his/her proxy, the proxy appointment can be revoked should the member decide to personally participate at the 47th AGM of the Company. Please contact Tricor, as stated under “**ENQUIRY**” section below not later than **Sunday, 8 June 2025 at 10.00 a.m.** to request for revocation.

MEMBERS WHO ARE UNABLE TO ATTEND MAY APPOINT THE CHAIRMAN OF THE MEETING

As the 47th AGM is to be held physically, members who are unable to participate at the 47th AGM may appoint the Chairman of the meeting as his/her/its proxy and indicate the voting instructions in their proxy forms and submit either in a hard copy form or by electronic means in the manner set out under “**PROXY/(IES)**” above, not later than **Sunday, 8 June 2025 at 10.00 a.m.**

DATE OF RECORD OF DEPOSITORS FOR DETERMINING ENTITLEMENT TO ATTEND THE 47TH AGM

Only depositors whose names appear on the Record of Depositors as at 29 May 2025 shall be entitled to attend the 47th AGM or appoint proxies to participate and vote on their behalf.

ELECTRONIC VOTING

The voting at the 47th AGM will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. Tricor will conduct the poll by way of electronic voting (e-voting).

Shareholders/proxies/corporate representatives can proceed to vote on the resolutions upon the announcement by the Chairman of the meeting.

Shareholders/proxies/corporate representatives are encouraged to use their personal devices to vote and to take note of the following e-voting requirements and procedures:

a) Before attending the meeting

Download **Tricor e-Vote App** onto your smartphone device before attending the meeting. **Tricor e-Vote App** download is available at no cost from Google Play Store or Apple App Store. If you require assistance on how to download the **Tricor e-Vote App**, please contact Tricor, as stated under “ENQUIRY” section below.

b) Before the meeting session starts

You may connect to the Wi-Fi network provided by the Company at the meeting to download the **Tricor e-Vote App** if you have not downloaded prior to the AGM day. Please note that the connectivity may not be stable due to high volume of network usage.

c) Before the VOTING session starts

You are required to connect to the Wi-Fi network provided by Tricor for use and access to **Tricor e-Vote App**.

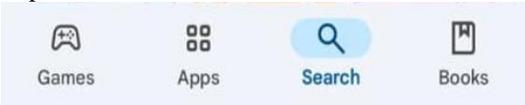
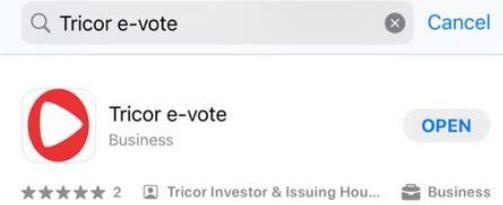
Wi-Fi Name: Tricor_eVote	Password: GENP2291
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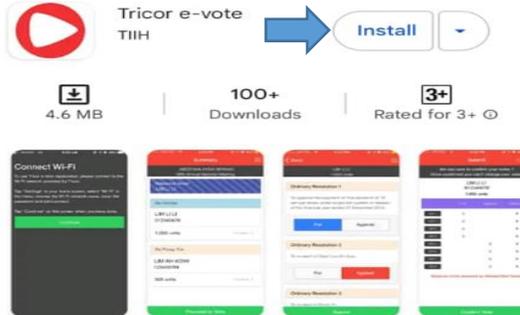
d) When the VOTING session starts

(i) Use the camera function of your voting device to capture the **PASSCODE** on your wristband to access the **Tricor e-Vote App**.

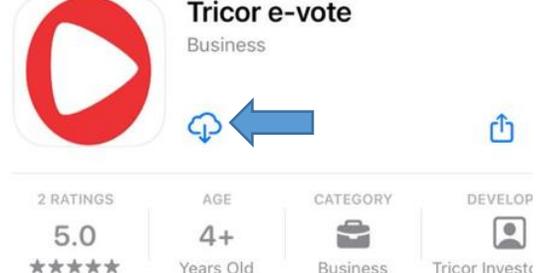
(ii) Once logged in, you can proceed to vote on the resolutions and submit your votes.

HOW TO DOWNLOAD TRICOR E-VOTE

How to download Tricor e-Vote from Google Play Store (Android) - Minimum version of Android 7.0 or later	How to download Tricor e-Vote from Apple App Store (IOS) - Minimum version of IOS 9.0 or later
<p>1. Locate the Play Store icon and tap on it to open</p>  <p>2. Tap the Search icon at the bottom of the screen.</p>  <p>3. Type in the name of the app: “Tricor e-Vote”, into the menu bar and search</p>  <p>4. Tapping the  icon and click the install button to start downloading. You will be prompted to provide certain device permissions for the installation to continue, if any.</p>	<p>1. Open the App Store application</p>  <p>2. Tap the Search icon at the bottom of the screen.</p>  <p>3. Enter the app name: “Tricor e-vote” and tap Search.</p>  <p>4. Tapping the  icon and click the install button .</p>



5. Once the download and installation are completed, you can tap the Open button in the Play Store listing, or tap the icon from the notification tray to open your app. Otherwise, the app will be accessible by tapping the Apps icon in the bottom of your home screen, assuming an icon has not already been put on your home screen.



5. Once the download and installation are completed, you can tap the Open button in the App Store listing. Otherwise, the app will be accessible by tapping the Apps icon in your home screen.

Upon completion of the voting session for the 47th AGM, the Scrutineers will verify the poll results followed by the Chairman’s declaration on whether the resolutions are duly passed.

ELECTRONIC LODGEMENT OF PROXY FORM ONLY

The procedures to lodge your proxy form electronically via Tricor’s **TIIH Online** website are summarised below:-

	Procedure	Action
A. Steps for Individual Members		
(i)	Register as a User with TIIH Online	<ul style="list-style-type: none"> Using your computer, please access the website at https://tjih.online. Register as a user under the “e-Services”, select “Create Account by Individual Holder”. 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.
(ii)	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> After the release of the Notice of Meeting by the Company, login with your user ID (i.e. email address) and password. Select the corporate event: “GENTING PLANTATIONS BERHAD 47TH 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(ies) to vote on your behalf. Appoint your proxy/(ies) and insert the required details of your proxy/(ies) or appoint Chairman as your proxy. Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide on your votes. Review and confirm your proxy(ies) appointment. Print the form of proxy for your record.

B. Steps for Corporation or Institutional Members		
(i)	Register as a User with TIIH Online	<ul style="list-style-type: none"> • Access TIIH Online at https://tjih.online. • Under e-Services, the authorised or nominated representative of the corporation or institutional members 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. <p>Note: The representative of a corporation or institutional member 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 Tricor, as stated under “ENQUIRY” section below if you need clarifications on the user registration.</p>
(ii)	Proceed with submission of proxy form	<ul style="list-style-type: none"> • Login to TIIH Online at https://tjih.online. • Select the corporate event: “GENTING PLANTATIONS BERHAD 47TH AGM – SUBMISSION OF PROXY FORM”. • Read and agree to the Terms and Conditions and confirm the Declaration. • Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set out therein. • Prepare the file for the appointment of proxies by inserting the required data. • Login to TIIH Online, select corporate event: “GENTING PLANTATIONS BERHAD 47TH 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.

NO DOOR GIFT OR FOOD VOUCHER

There will be **no distribution** of door gifts or food vouchers for the 47th AGM.

No meals will be served at the 47th AGM except for coffee and tea which will be served at the open space area beside Wisma Genting.

PARKING

The number of available parking bays at Wisma Genting for visitors is limited. Parking is free only at Wisma Genting on a first come basis for members subject to availability.

NO RECORDING OR PHOTOGRAPHY

Strictly NO recording or photography of the proceedings of the 47th AGM is allowed.

The Company will upload the slides presented as well as the official video recording on the proceedings of the 47th AGM on the Company’s website at <https://www.gentingplantations.com/aggm/> for members’ viewing in due course.

REQUEST FOR PRINTED COPY OF THE IAR 2024

In consideration of the environment, we have printed limited copies of the IAR 2024, and we strongly encourage our shareholders to refer to the document available online. Should you still require a printed copy of the IAR 2024, please request on the website of Tricor at <https://tiih.online> by selecting “Request for Annual Report/Circular” under “Investor Services”. Alternatively, you may also make your request through telephone at 603-27839299 or e-mail to is.enquiry@vistra.com. The IAR 2024 will be sent to you by ordinary post as soon as reasonably practicable after the receipt of your request.

ENQUIRY

If you have any enquiries on the above, please contact Tricor at the following contact details during office hours from Mondays to Fridays from 8.30 a.m. to 5.30 p.m. (except on public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.

General Line : +603-2783 9299
Fax Number : +603-2783 9222
Email : is.enquiry@vistra.com