

# EquitiesTracker

EQUITISTRACKER HOLDINGS BERHAD

[Registration No: 201801018969 (1280985-X)]  
(Incorporated in Malaysia)

## ADMINISTRATIVE GUIDE

FOR THE MEMBERS OF EQUITISTRACKER HOLDINGS BERHAD

Dear Members,

**THIRD ANNUAL GENERAL MEETING (3<sup>rd</sup> AGM) OF EQUITISTRACKER HOLDINGS BERHAD  
("ETH" OR "THE COMPANY")**

### REGISTRATION PROCESS (3 level security)

1. Members and vested parties who wish to attend ETH's 3<sup>rd</sup> AGM are required to register by the cut-off date of 27<sup>th</sup> June 2021 at 3.30 p.m. to enable the Company to verify your status. (1<sup>st</sup> level security authentication): -

**REGISTRATION URL:**

Members' E-Registration : <https://cutt.ly/2nrwpc6>

2. Please provide your Name or Company Name, MyKad or CDS account number, mobile contact number and a valid email address to be verified to gain admission to the 3<sup>rd</sup> AGM.
3. Following the verification, authenticated parties (members and proxy holders) will receive an email from V-Cube containing your **Member Entry (ME) ID** (2<sup>nd</sup> level security authentication) and instructions to be used to enter the 3<sup>rd</sup> AGM at the date and time specified. V-Cube employs the latest Secure Push Technology and your very own **Unique Security (US) Link** curated will be sent to you in the evening prior to the 3<sup>rd</sup> AGM date (3<sup>rd</sup> level security authentication). Please check your inbox or spam-box on the night before the said AGM.
4. The **ME ID** sent earlier is your verified Login ID to sign into the 3<sup>rd</sup> AGM.
5. You must not forward **ME ID** or **US Link** to any other persons. This will be in breach of terms of usage. This is also to avoid any technical disruptions to your personalised usage. Such mis-usage will void your vote and you may be prosecuted under the PDPA Act 2010. The link is trackable and will be erased after the conclusion of the 3<sup>rd</sup> AGM.
6. Vested parties who register by the cut-off date but do not receive an email response on 28<sup>th</sup> June 2021, may contact us for assistance at Poll Administrator's Hotline 011-1423 5141 via WhatsApp (from 9.00 a.m. to 5.00 p.m.) or at email address: [hello@equitiestracker.com](mailto:hello@equitiestracker.com).
7. Members are required to submit their proxy forms, on or before 27<sup>th</sup> June 2021, 3.30 p.m. to the following address: -
  - a. In hard copy form

In the case of an appointment made in hard copy form, the original proxy form must be deposited with the Company at the following address: -

**EquitiesTracker Holdings Berhad**  
18-2, Jalan 2/114,  
Kuchai Business Centre,  
Off Jalan Klang Lama,  
58200 Kuala Lumpur, Malaysia

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b. By electronic means

The proxy form can be electronically lodged with the Company at [proxy@equitiestracker.com](mailto:proxy@equitiestracker.com).

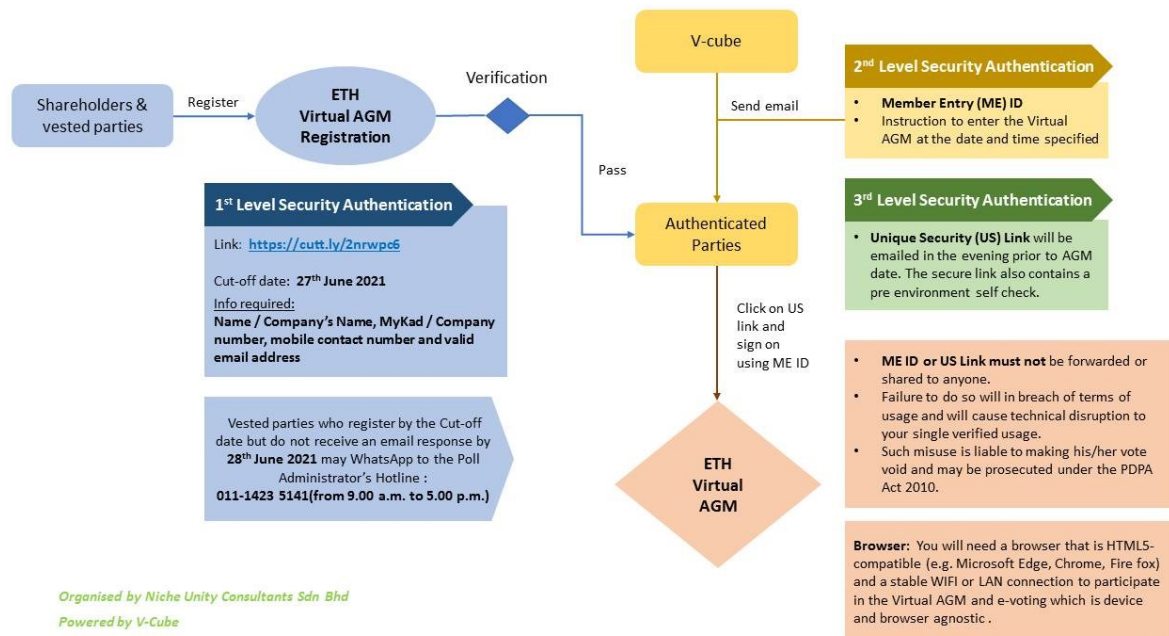
8. Browser: You will need a browser that is HTML5-compatible (e.g. Microsoft Edge, Chrome, Fire fox) and a stable WIFI or LAN connection to participate in the 3<sup>rd</sup> AGM which is device agnostic.

A pre-environment test is attached with the **US Link**. For best user experience, you are strongly advised to join via a laptop or computer to engage fully in the proceedings and interactively download important information presented during the 3<sup>rd</sup> AGM.

### IMPORTANT NOTES: -

- i) The Company will verify your information submitted to ensure your qualification to attend the 3<sup>rd</sup> AGM.
- ii) After you have been verified by the Company, **you will receive an email from V-Cube containing your ME ID** for the purpose of entering the 3<sup>rd</sup> AGM at the specified date.
- iii) Your **US Link** be sent on the night before the 3<sup>rd</sup> AGM. All you have to do is to click on it and enter your **ME ID** to attend the AGM on the event day.
- iv) A communication box channel will be enabled prior to the tabling of each Resolution before voting. This is to enable you to communicate and post your question which will be vetted for relevancy before being responded by the Chairman or the Board.
- v) All 3<sup>rd</sup> AGM user data analytics are recorded for compliance purposes.

### FLOW CHART FOR EQUITIES TRACKERS HOLDINGS BERHAD'S VIRTUAL AGM



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## POST REGISTRATION:

1. If you do not receive an email acknowledgement after your registration, it means your pre-registration is not successful. Please check your spam/junk email folder or try again.
2. Please contact us at email address [hello@equitiestracker.com](mailto:hello@equitiestracker.com), or alternatively WhatsApp to the Poll Administrator's Hotline 011-1423 5141 if you have any urgent questions.

## E-VOTING PROCEDURES:

1. Click on the **US Link** before the 3<sup>rd</sup> AGM starts and enter your **ME ID** correctly. Entering a wrong **ME ID** will make your vote void.
2. During the first session of the 3<sup>rd</sup> AGM, the Chairman or Board will answer questions pertaining to each resolution within a certain time. After due questions and responses, the Chairman with the coordinated assistance of V-Cube authorised staff will then open the voting polling box for each resolution.
3. Members and/or proxy holders must submit the e-vote during the live polling session for each Resolution through clicking the box as below: -  
  
**1 = FOR**  
  
**2 = AGAINST**
4. A fixed time for voting is allocated for each resolution depending on the Chairman's decision.
5. A Member is allowed to vote either by Proxy Form or online during this 3<sup>rd</sup> AGM.
6. The Member or proxy holder is only allowed to vote once. In the event, the Member or proxy holder voted twice, only the first vote is valid.
7. Once e-voting is completed for all the resolutions by polling, the 3<sup>rd</sup> AGM will be adjourned for the next session. A fresh new **US Link** will be sent to all Members who attended the first session.
8. During the adjournment period, the voting data in CSV format will be downloaded and checked for compliance and validation against the Register of Depositors.
9. The Chairman will provide details of the e-voting results and overall results in the second session of the 3<sup>rd</sup> AGM.

### Note:

- (A) Approved parties who keyed in a wrong **ME ID** will have their votes made void.
- (B) Aside from Members, proxy holders who have been verified to join the 3<sup>rd</sup> AGM, can participate in the questions and responses.
- (C) All e-voting data in raw and cleanse form are archived for compliance purpose.
- (D) Kindly check ETH's website: <https://equitiestracker.com/ir/> for any further updates.

We would like to thank all parties for your understanding and co-operation in conducting the 3<sup>rd</sup> AGM amidst the COVID-19 pandemic. Stay Safe.

Have an awesome Virtual AGM powered by V-Cube