



DYNAFRONT HOLDINGS BERHAD
Company Registration No. 202001042085 (1398406-X)
(Incorporated in Malaysia)

**ADMINISTRATIVE GUIDE FOR THE SECOND ANNUAL GENERAL MEETING (“2ND AGM”) OF
DYNAFRONT HOLDINGS BERHAD**

Date : 15 December 2022 (Thursday)

Time : 2:00 p.m.

Venue : Banquet Hall, The Royal Selangor Golf Club (RSGC), Jalan Kelab Golf, Off Jalan Tun Razak, 55000 Kuala Lumpur, W.P. Kuala Lumpur

Dear Shareholders of DynaFront Holdings Berhad (“Company”)

Safety Measures in light of the Covid-19 Pandemic

In transition to the endemic phase of Covid-19 and to safeguard the health and safety of shareholders, proxies and invited guests who may be attending the 2nd AGM in person, please find the below requirements for the 2nd AGM:

- (a) If you are unwell with sore throat, flu, fever, cough, aches and pains, nasal congestion, diarrhoea or shortness of breath, you will not be allowed to attend the 2nd AGM. You are hereby strongly advised and encouraged to submit your Proxy Form prior to the 2nd AGM.
- (b) For safety purposes, all attendees are advised to sanitise their hands and wear a face mask before and throughout the AGM.

Appointment of Proxy

If a shareholder is not able to attend the 2nd AGM on 15 December 2022, he/she can appoint a proxy or the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Proxy Form. Please submit your Proxy Form to the office of the Company’s Share Registrar located at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan or its Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan.

For individual shareholders, you have the option of submitting the proxy form electronically via email to Sakila@my.tricorglobal.com and Mohammad.Amirul@my.tricorglobal.com or fax to +603-2783 9222.

The last date and time for lodging the proxy form is **13 December 2022 (Tuesday) at 2:00 p.m.**

Please bring an **ORIGINAL** of the following identification papers (where applicable) and present it to the registration staff for verification:

- (a) Identity card (NRIC)(Malaysian); or
- (b) Police report (for loss of NRIC)/Temporary NRIC (Malaysian); or
- (c) Passport (Foreigner).

Please note that only a depositor whose name appears on the Record of Depositor as at 8 December 2022 shall be entitled to attend or appoint proxies to attend and/or vote on his/her behalf at the 2nd AGM.

Recording or Photography

Unauthorised recording and photography are strictly prohibited during the 2nd AGM.

**DYNAFRONT HOLDINGS BERHAD [Registration No. 202001042085 (1398406-X)]
ADMINISTRATIVE GUIDE FOR THE 2ND AGM OF THE COMPANY**

Communication Guidance

Shareholders are advised to check the Company's website and announcements released to Bursa Malaysia Securities Berhad from time to time for any changes to the administration of the 2nd AGM that may be necessitated by changes to the directives, safety and precautionary requirements and guidelines prescribed by the Government of Malaysia, the Ministry of Health, the Malaysian National Security Council, Securities Commission Malaysia and/or other relevant authorities.

Enquiry

If you have any enquiries on the above, please contact the following persons-in charge during office hours on Mondays to Fridays from 9:00 a.m. to 5:00 p.m. (except on public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.

General Line : +603-2783 9299

Email : is.enquiry@my.tricorglobal.com

Contact Person : (i) Ros Sakila Binti Bahari (+603-2783 9277) (Sakila@my.tricorglobal.com)

(ii) Mohammad Amirul Iskandar (+603-2783 9263) (Mohammad.Amirul@my.tricorglobal.com)