



**GUH HOLDINGS BERHAD**  
Registration No.: 196101000062 (4104-W)  
Incorporated in Malaysia

20 May 2021

Dear Shareholders,

**ANNUAL REPORT 2020; AND  
STATEMENT/CIRCULAR TO SHAREHOLDERS IN RELATION TO:-  
PART A THE PROPOSED RENEWAL OF SHARE BUY-BACK AUTHORITY  
PART B THE PROPOSED RENEWAL OF SHAREHOLDERS' MANDATE FOR  
RECURRENT RELATED PARTY TRANSACTIONS OF A REVENUE OR TRADING  
NATURE**

We are pleased to inform that GUH Holdings Berhad ("GUH" or "the Company") will convene a fully virtual Fifty-Seventh Annual General Meeting ("57th AGM") at the Broadcast Venue at the Auditorium of the Company, 2nd Floor, Plot 1240 & 241, Bayan Lepas Free Industrial Zone, Phase 3, Bayan Lepas, 11900 Penang on Monday, 28 June 2021 at 10:30 a.m.

Members who are eligible but not available to attend the AGM, may appoint proxy to attend instead.

The Annual Report 2020 and Statement/Circular to Shareholders can be viewed and downloaded from [www.bursamalaysia.com](http://www.bursamalaysia.com), the Company's website at [www.guh.com.my](http://www.guh.com.my) or by scanning the QR codes with your smart device.

Should you require a printed copy of the above-mentioned document(s), please contact the number below or complete the Requisition Form and mail/email to our Share Registrar at the address/email address given below.

Upon receiving your completed Requisition Form, a printed copy of the requested document(s) will be forwarded to you within four (4) market days from the date of receipt of your request.

If you need any assistance, kindly contact our Share Registrar during office hours on Mondays to Fridays from 9.00 a.m. to 6.00 p.m. (except on public holiday):-

Mega Corporate Services Sdn. Bhd.  
General Line : +603-26948984  
Fax Number : +603-27325388  
Email : AGM-support.GUH@megacorp.com.my  
Address : Level 15-2 Bangunan Faber Imperial Court  
Jalan Sultan Ismail  
50250 Kuala Lumpur



## GUH HOLDINGS BERHAD

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### ADMINISTRATIVE GUIDE FOR FULLY VIRTUAL MEETING 57TH ANNUAL GENERAL MEETING (57TH AGM)

Day/Date	:	Monday, 28 June 2021
Time	:	10:30 a.m.
Broadcast Venue	:	<b>GUH Holdings Berhad</b> Auditorium, 2nd Floor Plot 1240 & 1241 Bayan Lepas Free Industrial Zone Phase 3 Bayan Lepas 11900 Penang Malaysia

#### 1. Mode of Meeting

In light of the COVID-19 pandemic and in consideration of the shareholders' health and safety, the Company wishes to announce that the 57th AGM will be conducted on a fully virtual basis through remote participation and electronic voting from the Broadcast Venue.

The venue of the 57th AGM is strictly for the purpose of complying with Section 327(2) of the Companies Act, 2016 ("CA 2016") which stipulates that the Chairman shall be at the main venue of the meeting.

**No shareholders should be physically present at the Broadcast Venue. It is FULLY VIRTUAL MEETING.**

#### 2. Annual Report 2020, Statement and Circular to Shareholders

- Please scan the QR Code below for a copy of Annual Report 2020 and Statement/Circular to shareholders of GUH, which are also available at [www.guh.com.my](http://www.guh.com.my) and [www.bursamalaysia.com](http://www.bursamalaysia.com)

#### Annual Report 2020 & Statement/Circular to Shareholders



- There will be no distribution of physical CD-ROM of Annual Report 2020 and Statement/Circular to shareholders.
- You may submit your request for a printed copy of the above-mentioned document(s) by completing the attached Requisition Form and either mail or email to our Share Registrar at the address/email address given at the covering letter.
- The printed copy of the above-mentioned document(s) will be dispatched to you by ordinary post within four (4) market days from the date of receipt of your request.

### **3. Digital Ballot Form (“DBF”) voting procedures at the fully virtual 57th AGM**

- 3.1 No shareholders or proxies should physically present at the Broadcast Venue. Pre-registration of participation is required via the link <https://vps.megacorp.com.my/w4tYAn> for shareholder who wishes to participate at the 57th AGM. Shareholders will be notified via an email with a link to grant access to the DBF and link to AGM after the registration is validated and accepted.
- 3.2 With the DBF, you may exercise your right as a shareholder of the Company to participate and vote during the 57th AGM at the comfort of your home or any location.
- 3.3 Shareholders may use the *Questions Pane* (located at the top right of the screen) to submit questions in real time during the meeting via the webinar platform. Shareholders may also submit questions before the meeting to AGM-support.GUH@megacorp.com.my in relation to the agenda as per the 57th AGM.
- 3.4 Kindly follow the steps below to ensure that you are able to obtain your DBF and details to log in to the Webinar session to participate and remote voting online:
  - (a) Open this link <https://vps.megacorp.com.my/w4tYAn> or scan the QR Code (top right corner of page 1 of this Administrative Guide) and submit all details requested at least 48 hours before the date of the 57th AGM.
  - (b) Only Shareholders are allowed to register their details online. Shareholders can also appoint proxy/Chairman as proxy via online, as in step 3.4(a) above. Please ensure that your details are accurate as non-compliance would result in you not being able to receive your DBF.
  - (c) Alternatively, you may deposit your Proxy Form with the proxy’s email address and mobile phone number at the office of the Poll Administrator, Mega Corporate Services Sdn. Bhd. situated at Level 15-2, Bangunan Faber Imperial Court, Jalan Sultan Ismail, 50250 Kuala Lumpur or submit via email at AGM-support.GUH@megacorp.com.my
  - (d) For corporate shareholders or Nominee Account, please send Proxy Form by email as (c) above.
  - (e) Upon successful registration, you will receive 2 emails:-
    - i. webinar session link (to join virtual 57th AGM)
    - ii. DBF (for remote voting purposes)

### **4. Record of Depositors (“ROD”) for 57th AGM**

The date of ROD for the 57th AGM on 28 June 2021 is 22 June 2021. As such, only shareholders whose name appears in the ROD as at 22 June 2021 shall be entitled to attend the 57th AGM and to participate, speak and vote thereat.

### **5. Poll Voting**

- 5.1 The voting will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Mega Corporate Services Sdn. Bhd. as Poll Administrator to conduct the poll by way of electronic voting and Cygnus IT Solutions Sdn Bhd as Scrutineers to verify the poll results.

For the purpose of this 57th AGM, e-voting will be carried out via your digital devices (e.g. computer/mobile phone/tablets). The DBF itself is self-explanatory. Please read the instructions carefully on the email from *Webinar Master* and familiarize yourself with the steps needed to exercise your rights at the 57th AGM.

- 5.2 Shareholders can proceed to vote on the resolutions and submit your votes during the voting period as stipulated on the DBF. Upon completion of the voting session at the 57th AGM, the Scrutineers will verify the poll results after which the Chairman will announce the results of the resolutions.

## 6. Enquiry

If you have any enquiry prior to the 57th AGM please contact the following officer during office hours:

Poll Administrator	:	Mega Corporate Services Sdn. Bhd.
Address	:	Level 15-2, Bangunan Faber Imperial Court Jalan Sultan Ismail, 50250 Kuala Lumpur
Contact Person	:	Mr. Alfred John
Telephone No.	:	03-26948984
Fax No.	:	03-27325388
Email	:	AGM-support.GUH@megacorp.com.my



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### REQUISITION FORM

To:  
GUH HOLDINGS BERHAD  
c/o MEGA CORPORATE SERVICES SDN. BHD  
Level 15-2, Bangunan Faber Imperial Court  
Jalan Sultan Ismail  
50250 Kuala Lumpur  
Wilayah Persekutuan

### REQUISITION FOR PRINTED COPY OF THE ANNUAL REPORT 2020 AND STATEMENT/CIRCULAR TO SHAREHOLDERS

Append below are my complete particulars for the delivery of the following documents:-

Annual Report 2020

Statement/Circular to Shareholders

(Please tick (√) in the box above)

#### Particulars of Shareholder

Name :

NRIC/Passport/Registration No. :

CDS Account No. :

Mailing Address :

Telephone No. :

Date :

Signature of Shareholder

.....  
Name:

No. of shares held	
CDS Account No.	

	Shareholder	Proxy 1	Proxy 2
Name			
NRIC No.			
Phone No.			
Email			
Address			
%			

or failing him, the Chairman of the Meeting as my/our proxy(ies) to vote for me/us and on my/our behalf at the 57th Annual General Meeting ("AGM") of the Company to be held at the Auditorium of the Company at 2nd Floor, Plot 1240 & 1241 Bayan Lepas Free Industrial Zone, Phase 3, Bayan Lepas, 11900 Penang via remote participation and electronic voting facilities on Monday, 28 June 2021 at 10:30 a.m. and at any adjournment thereof.

*Please indicate with an "X" as to how you wish to cast your vote. If no instruction as to voting is given, the proxy will vote or abstain from voting at his discretion.*

<b>Ordinary Business</b>		<b>For</b>	<b>Against</b>
To approve the payment of Directors' fees and benefits up to RM800,000 with effect from 29 June 2021 until the next AGM of the Company	Resolution 1		
To re-appoint Messrs. Crowe Malaysia PLT as Auditors of the Company and to authorize the Directors to fix their remuneration	Resolution 2		
<b>Special Business</b>		<b>For</b>	<b>Against</b>
To approve En. W Ismail Bin W Nik to continue in office as Independent Non-Executive Director	Resolution 3		
To approve Mr. Chew Hock Lin to continue in office as Independent Non-Executive Director	Resolution 4		
To approve Dato' Ismail Bin Hamzah to continue in office as Independent Non-Executive Director	Resolution 5		
To approve Dato' Lai Chang Hun to continue in office as Independent Non-Executive Director	Resolution 6		
Authority to issue shares pursuant to Sections 75 and 76 of the Companies Act 2016	Resolution 7		
Proposed renewal of Share Buy-Back Authority	Resolution 8		
Proposed renewal of shareholders' mandate for recurrent related party transactions of a revenue or trading nature	Resolution 9		

Dated this ..... day of ....., 20.....

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 Signature of Member/Common Seal

**Notes:**

1. In light of the COVID-19 pandemic and in consideration of the shareholders' health and safety, the meeting will be conducted fully virtually and broadcasted from the registered office of the Company.
2. A member of the Company entitled to attend and vote at this meeting, shall be entitled to appoint any person as his proxy. A proxy need not also be a member. A member who appoints more than 1 proxy must specify the proportion of his holdings to be represented by each proxy.
3. A member shall not be entitled to appoint more than 2 proxies to attend and vote at this meeting. Where a member is an Exempt Authorized 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 which the Exempt Authorised Nominee may appoint in respect of each omnibus account it holds.
4. The instrument appointing a proxy shall be in writing under the hand of the appointor or his attorney duly authorized in writing or, if the appointor is a corporation, either under seal or under the hand of an officer or attorney duly authorized.
5. The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a notarially certified copy of that power or authority shall be deposited at the office of Poll Administrator, Mega Corporate Services Sdn. Bhd. situated at Level 15-2 Bangunan Faber Imperial Court, Jalan Sultan Ismail, 50250 Kuala Lumpur not less than 48 hours before the time appointed for holding the meeting or email to [AGM-support.GUH@megacorp.com.my](mailto:AGM-support.GUH@megacorp.com.my). For shareholders' online registrations, kindly refer to the annexure of the Administrative Guide published on the Company's website and announcement.
6. Pursuant to Paragraph 8.29(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions will be put to vote by way of poll. Only a Depositor whose name is registered in the Record of Depositors as at 22 June 2021 shall be regarded as member to attend, speak and vote at this meeting.
7. To attend and vote on any or all of the resolutions at this meeting, you may participate via remote participation and electronic voting facilities in accordance with the procedures as set out in the Administrative Guide, which is made available at the Company's website at <http://www.guh.com.my>, or send in your votes in advance by appointing the Chairman of the Meeting as your proxy. If you have any questions in relation to any item of the Agenda of the meeting, you may send them in via real time submission of typed texts during the Meeting in accordance with the procedures as set out in the Administrative Guide.

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**MEGA CORPORATE SERVICES SDN BHD**

Level 15-2 Bangunan Faber Imperial Court  
Jalan Sultan Ismail  
50250 Kuala Lumpur  
Malaysia

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