

ADMINISTRATIVE GUIDE

FOR THE 35TH ANNUAL GENERAL MEETING

The 35th Annual General Meeting (“AGM”) of DRB-HICOM Berhad (“DRB-HICOM” or “the Company”) is scheduled as follows:

Date : Wednesday, 28 May 2025
Time : 10.00 a.m.
Venue : Glenmarie Ballroom, Glenmarie Hotel & Golf Resort,
No. 1, Jalan Usahawan U1/8, Seksyen U1,
40250 Shah Alam, Selangor Darul Ehsan

GENERAL MEETING RECORD OF DEPOSITORS

For the purpose of determining a member who shall be entitled to attend the 35th AGM, the Company shall be requesting Bursa Malaysia Depository Sdn. Bhd. to issue a General Meeting Record of Depositors (“General Meeting ROD”) as at 21 May 2025. Only a depositor whose name appears on the aforesaid General Meeting ROD shall be entitled to attend, participate and vote at the 35th AGM or appoint proxies to attend, participate and vote on his/her behalf.

SECTION A: REGISTRATION FOR 35TH AGM

- Registration will start at 8.00 a.m. at the Venue.
- Please present your original MyKad or passport (for non-Malaysians) for verification purposes at the registration counters. Registration on behalf is strictly **NOT ALLOWED**.
- Kindly note that only shareholders or proxies with a wristband are allowed to enter the Venue upon successful registration. In the event that the wristband is lost or misplaced, no replacement will be issued.
- Parking is free of charge at the parking space at Glenmarie Hotel & Golf Resort.

SECTION B: APPOINTMENT OF PROXY

1. Cut-off date and time for lodgement of Form of Proxy

All Forms of Proxy and documents relating to the appointment of proxy/proxies or attorney or authorised corporate representative for the 35th AGM, whether in hardcopy or by electronic means, must be deposited or submitted to Boardroom Share Registrars Sdn. Bhd. (“Boardroom”) no later than 10.00 a.m. on Monday, 26 May 2025. Please refer to the steps below for the Lodgement of Form of Proxy.

2. Lodgement of Form of Proxy

a. In hardcopy:

The hard copy of Form of Proxy must be deposited at the office of Boardroom at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia. The Form of Proxy is available on the Company’s website at <https://www.drb-hicom.com/investors/agg-35/>.

- b. By electronic means (follow the steps below)

Register Online with Boardroom Smart Investor Portal (“BSIP”)

(Only for first time BSIP users)

- (a) Open an internet browser. Latest versions of Chrome, Firefox, Safari, Edge or Opera are recommended.
- (b) Go to the BSIP website at <https://investor.boardroomlimited.com>.

Individual Account	Corporate Account (For Representative of Corporate Holder or Authorised Nominees)
<ul style="list-style-type: none"> • Click Register to sign up for a user account and select the correct account type “Sign up as Individual”. • Complete the registration with all required information. Upload and attach your MyKad (front and back) or Passport in JPEG, PNG or PDF format. • Click Sign Up. 	<ul style="list-style-type: none"> • Click Register to sign up for a user account and select the correct account type “Sign up as Corporate Holder”. • Complete the registration by providing all the required information. Upload and attach your MyKad (front and back) or Passport in JPEG, PNG or PDF format, along with the completed authorisation letter. • Click Sign Up. <p><i>[Note: If you are appointed as the authorised representatives for more than one company, kindly click the home button and select “Edit Profile” in order to add your representation after your BSIP account has been approved.]</i></p>

- (c) You will receive an email from Boardroom for email address verification. Click “**Verify Email Address**” from the email received to continue with the registration process.
- (d) Once your email address is verified, you will be re-directed to BSIP for verification of mobile number. Click “**Request OTP Code**” and an OTP code will be sent to the registered mobile number. You will need to enter the OTP code for verification and click “**Enter**” to complete the registration process.
- (e) Once your mobile number is verified, registration of your new BSIP account will be pending for final verification.
- (f) An email will be sent to you within one business day informing on the approval of your BSIP account. Once account registration is completed, you can login at BSIP at <https://investor.boardroomlimited.com> with the email address and password that you have provided during registration to proceed with the next step.

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For Individual Shareholders, Corporate Shareholders

- (a) Open an internet browser. Latest versions of Chrome, Firefox, Safari, Edge or Opera are recommended.
- (b) Login to the BSIP website at <https://investor.boardroomlimited.com>.
- (c) Login your BSIP account with your registered email address and password.
- (d) Click "**Meeting Event**" and select "**DRB-HICOM BERHAD 35TH ANNUAL GENERAL MEETING**" from the list of companies and click "**Enter**".

By Shareholder and Corporate Holder	By Nominees Company
<ul style="list-style-type: none"> • Select the Company that you are representing – for Corporate Account user only. • Go to "PROXY" and click on "Submit eProxy Form". • Click on "Submit eProxy Form". • Enter your 9 digits CDS account number and number of securities held. • Select your proxy/proxies appointment – either the Chairman of the meeting or individual named proxy/proxies. • Read and accept the Terms and Conditions and click "Next". • Enter the required particulars of your proxy/proxies. • Indicate your voting instructions for each Resolution – FOR, AGAINST, ABSTAIN or DISCRETIONARY. If DISCRETIONARY is selected, your proxy/proxies will decide on your votes during the poll at the meeting. • Review and confirm your proxy/proxies appointment and click "Submit". • Download or print the eProxy Form as acknowledgement. 	<ul style="list-style-type: none"> • Select the Nominees Company that you are representing. • Go to "PROXY" and click on "Submit eProxy Form". • Click on "Download Excel Template" to download. • Insert the appointment of proxy/proxies for each CDS account with the necessary data and voting instructions in the downloaded excel file template. Ensure inserted data is correct and orderly. • Proceed to upload the duly completed excel file. • Review and confirm your proxy/proxies appointment and click "Submit". • Download or print the eProxy form as acknowledgement.

Please note that the closing date and time to submit your proxy/proxies form is by **Monday, 26 May 2025 at 10.00 a.m.**

c. Revocation of Proxy

If a shareholder has submitted his/her proxy form prior to the AGM and subsequently decides to appoint another person or wishes to participate in the AGM by himself/herself, please revoke the appointment of proxy/proxies at least 48 hours before the AGM. Please find the steps below for revocation of eProxy form or physical proxy form:-

eProxy Form	Physical Proxy Form
<ul style="list-style-type: none"> Go to "Meeting Event" and select "DRB-HICOM BERHAD 35TH ANNUAL GENERAL MEETING" from the list of companies and click "Enter". Go to "PROXY" and click on "Submit Another eProxy Form". Go to "Submitted eProxy Form List" and click "View" for the eProxy form. Click "Cancel/Revoke" at the bottom of the eProxy form. Click "Proceed" to confirm 	<p>Please write in to bsr.helpdesk@boardroomlimited.com to revoke the appointment of proxy/proxies.</p>

Upon revocation, proxy/proxies appointed earlier will not be allowed to participate at the AGM. In such an event, shareholders should advise their proxy/proxies accordingly.

SECTION C: POLL VOTING FOR 35TH AGM

- (i) The voting at the 35th AGM will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, by way of electronic voting (e-voting), using your own smartphone/tablet device or via the e-voting kiosk in the meeting hall. The Company's share registrars/poll administrator, Boardroom, will assist to conduct the poll at the AGM.
- (ii) Voting for all the resolutions set out in the Notice of 35th AGM will take place concurrently upon the conclusion of the deliberations of all the businesses to be transacted at the AGM.
- (iii) Upon the closing of the poll session by the Chairman, the independent scrutineer will verify the poll result reports. Thereafter, the Chairman will announce and declare whether the resolutions put to vote were successfully carried or otherwise.

SECTION D: SUBMISSION OF QUESTIONS

(i) Prior to the AGM

Members and proxies may submit questions before the AGM to the Chairman or the Board of Directors via BSIP at <https://investor.boardroomlimited.com> using the same user ID and password provided by Boardroom **no later than Monday, 26 May 2025 at 10.00 a.m.** Click **"Submit Question"** after selecting **"DRB-HICOM BERHAD 35th ANNUAL GENERAL MEETING"** from **"Meeting Event"** to submit your questions.

(ii) During the AGM

Verified shareholder(s), proxy(ies) and corporate representative(s) will be able to ask questions in person at the Meeting Venue. The Chairman or the Board of Directors will endeavour to address all questions received in relation to the AGM.

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SECTION E: INTEGRATED ANNUAL REPORT

- (i) The Integrated Annual Report 2024 ("IAR 2024") is available on the Company's corporate website together with the other AGM documents at <https://www.drb-hicom.com/investors/agm-35/>.
- (ii) You may request for a printed copy of the IAR 2024 through Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com> by selecting "**Request for Annual Report/Circular**" under the "**Investor Services**" menu.
- (iii) Kindly consider the environment before you decide to request for the printed copy of the IAR 2024.

SECTION F: ENQUIRY

If you have any enquiries relating to the Boardroom Meeting Portal or proxy appointment prior to the AGM, please contact Boardroom during office hours from Monday to Friday, 8.30 a.m. to 5.30 p.m. (except public holidays):

Boardroom Share Registrars Sdn. Bhd.

General Line : +603 7890 4700
Fax number : +603 7890 4670
Email : bsr.helpdesk@boardroomlimited.com

SECTION G: PERSONAL DATA PRIVACY

By using the BSIP, member(s), proxy(ies), corporate representative(s) or attorney(s) accept and agree to the collection, use and disclosure of your personal data by the Company (or its appointed service providers) for the purpose of preparation and compilation of documents relating to the 35th AGM (including any adjournment thereof).