DRB-HICOM

ADMINISTRATIVE GUIDE

A. MODE OF MEETING

PHYSICAL 36TH ANNUAL GENERAL MEETING ("36TH AGM")

The 36th AGM of DRB-HICOM Berhad ("DRB-HICOM" or "the Company") is scheduled as follows:

Date	**: Tuesday, 26 May 2026**
Time	**: 10.00 a.m.**
Venue	**: Glenmarie Ballroom, Hilton Shah Alam Glenmarie (formerly known as Glenmarie Hotel & Golf Resort) No. 1, Jalan Usahawan U1/8, Seksyen U1, 40250 Shah Alam Selangor Darul Ehsan**

B. ENTITLEMENT TO PARTICIPATE AND VOTE

For the purpose of determining a shareholder who shall be entitled to attend the 36th AGM, the Company shall be requesting Bursa Malaysia Depository Sdn. Bhd. to issue a General Meeting Record of Depositors ("General Meeting ROD") as at 19 May 2026. Only a depositor whose name appears on the aforesaid General Meeting ROD shall be entitled to attend the 36th AGM or appoint proxies to attend and vote on his/her behalf.

If you are unable to participate at the 36th AGM, you may:

i. Appoint proxy(ies) to participate and vote on your behalf; or
ii. Appoint the Chairman as your proxy to vote on your behalf

and indicate your voting instructions in the Proxy Form. If you wish to participate in the 36th AGM personally, you must not submit a Proxy Form. You will not be allowed to attend the meeting alongside any proxy(ies) appointed by your good self.

C. MEETING PARTICIPATION AND REGISTRATION

All shareholder(s), proxy(ies), corporate representative(s) or attorney(s) who wish to attend and participate in the 36th AGM are required to register for the meeting at the Venue.

Registration

i. Registration starts at 8.00 a.m. at the Venue. Please present your original MyKad or passport (for non-Malaysians) for verification.
ii. Registration on behalf of another person or using someone else's ID is strictly prohibited.
iii. Corporate representatives must provide both an authorisation letter and personal identification.
iv. Shareholders attending as both shareholder and proxy will be registered once and issued a single identification wristband.
v. Entry to the meeting room is only allowed with the wristband. Lost or misplaced wristbands will not be replaced.
vi. Video recording and photography during the proceedings of the 36th AGM are strictly prohibited.

Breakfast Pack

i. Shareholders attending the meeting will be given a Breakfast Pack prior to the start of the 36th AGM.
ii. Each registered shareholder or proxy will only receive **one (1) redemption voucher for one (1) Breakfast Pack** (irrespective of the number of shareholders you represent).
iii. The redemption of the Breakfast Pack is from **8.00 a.m. to 10.30 a.m. ONLY.**

Location and Parking

i. Parking is free at the car park at Hilton Shah Alam Glenmarie (formerly known as Glenmarie Hotel & Golf Resort).
ii. The Venue is located at Glenmarie, Shah Alam and can be accessed via the Glenmarie LRT Station. The Company will operate a shuttle car service between the Glenmarie LRT Station and the Venue for shareholders. Signage will be available at the LRT station to guide the shareholders to the shuttle cars. (Note: DRB-HICOM AGM's signage will be displayed on the dashboard of the shuttle cars.)

D. 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(ies) or attorney(s) or authorised corporate representative(s) for the 36th AGM, whether in hardcopy or by electronic means, must be deposited with or submitted to Boardroom Share Registrars Sdn. Bhd. ("Boardroom") no later than 10.00 a.m. on Sunday, 24 May 2026. Please refer to the steps below for the Lodgement of Form of Proxy.

2. Lodgement of Form of Proxy

The appointment of proxy(ies) may be submitted in hardcopy or electronically.

2.1. 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/agm-36/**.

2.2. 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)
• 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**.	• 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**. *[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.]*

(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.

For Individual Shareholders, Corporate Shareholders

(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**.

(c) Login your BSIP account with your registered email address and password.

(d) Click **"Meeting Event"** and select **"DRB-HICOM BERHAD 36TH ANNUAL GENERAL MEETING"** from the list of companies and click **"Enter"**.

By Shareholder and Corporate Holder	By Nominees Company
• Select the Company that you are representing – for **Corporate Account user only**. • Go to **"PROXY"** and click on **"Submit eProxy Form"**. • Enter your 9-digit CDS account number and number of securities held. • Select your proxy(ies) appointment – either the Chairman of the meeting or individual named proxy(ies). • Read and accept the Terms and Conditions and click **"Next"**. • Enter the required particulars of your proxy(ies). • Indicate your voting instructions for each resolution – FOR, AGAINST, ABSTAIN or DISCRETIONARY. If DISCRETIONARY is selected, your proxy(ies) will decide on your votes during the poll at the meeting. • Review and confirm your proxy(ies) appointment and click **"Submit"**. • Download or print the eProxy Form as acknowledgement.	• 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(ies) 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(ies) appointment and click **"Submit"**. • Download or print the eProxy Form as acknowledgement.

Please note that the closing date and time to submit your Form of Proxy is by **Sunday, 24 May 2026 at 10.00 a.m.**

2.3. Revocation of Proxy

If a shareholder has submitted his/her proxy form prior to the 36th AGM and subsequently decides to appoint another person or wishes to participate in the 36th AGM himself/herself, the shareholder must revoke the appointment of proxy(ies) at least 48 hours before the 36th AGM. Please find the steps below for revocation of eProxy Form or physical proxy form:

eProxy Form	Physical Proxy Form
• Go to **"Meeting Event"** and select **"DRB-HICOM BERHAD 36TH 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.	Please write in to **bsr.proxy@boardroomlimited.com** to revoke the appointment of proxy(ies).

Upon revocation, proxy(ies) appointed earlier will not be allowed to participate at the 36th AGM. In such an event, shareholders should advise their proxy(ies) accordingly.

E. POLL VOTING FOR 36TH AGM

1. The voting at the 36th AGM will be conducted by poll pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, by way of electronic voting (e-voting), using the shareholders' own smartphone/tablet device or via the e-voting kiosk at the Venue. The Company's share registrar/poll administrator, Boardroom, will assist to conduct the poll at the 36th AGM.

2. Voting for the resolution set out in the Notice of 36th AGM will take place concurrently after the relevant questions in respect of the resolution have been addressed.

3. 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 resolution put to vote was successfully carried or otherwise.

F. SUBMISSION OF QUESTIONS

1. **Prior to the 36th AGM**
   Members and proxies may submit questions before the 36th 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 Sunday, 24 May 2026 at 10.00 a.m. Click **"Submit Question"** after selecting **"DRB-HICOM BERHAD 36TH ANNUAL GENERAL MEETING"** from **"Meeting Event"** to submit your questions.

2. **During the 36th AGM**
   Verified shareholder(s), proxy(ies) and corporate representative(s) will be able to ask questions in person at the Venue. The Chairman or the Board of Directors will endeavour to address all questions received in relation to the 36th AGM.

G. INTEGRATED ANNUAL REPORT 2025

i. The following documents are available on the Company's corporate website at **https://www.drb-hicom.com/investors/agm-36/**.
   1. Integrated Annual Report 2025 ("IAR 2025")
   2. Corporate Governance Report 2025
   3. Circular to Shareholders on the Proposed Renewal of Existing Shareholders' Mandate for Recurrent Related Party Transactions of a Revenue or Trading Nature
   4. Notice of the 36th AGM
   5. Form of Proxy
   6. Administrative Guide

ii. You may request for a printed copy of the IAR 2025 through Boardroom Smart Investor Portal at **https://investor.boardroomlimited.com** by selecting **"Request for Annual Report and Circular"** under the **"Investor Services"** menu.

iii. Kindly consider the environment before you decide to request for the printed copy of the IAR 2025.

H. ENQUIRIES FOR 36TH AGM

If you have any enquiry relating to the 36th AGM, please contact our Corporate Secretarial team from Monday to Friday (except for public holidays) between 8.30 a.m. to 5.30 p.m.:

General Line : +603 2052 8935
E-mail : secretarial@drb-hicom.com

If you have any enquiry relating to proxy appointment prior to the 36th AGM, please contact Boardroom's Helpdesk from Monday to Friday (except for public holidays) between 8.30 a.m. to 5.30 p.m.:

General Line : +603 7890 4700
E-mail : bsr.helpdesk@boardroomlimited.com

I. PERSONAL DATA PRIVACY

By submitting an instrument appointing a proxy(ies) and/or representative(s) to participate and vote at the 36th AGM Venue and/or any adjournment thereof, a shareholder of the Company:

(a) Consents to the Company's processing of personal data for the following purposes (collectively, the "Purposes"):
- Administration of proxies and representatives appointed for the 36th AGM (including any adjournments)
- Preparation and compilation of attendance lists, minutes, and other documents relating to the 36th AGM, and
- Compliance with applicable laws, listing requirements, regulations, codes, and/or guidelines.

(b) Have the right to access, object to the processing, and request rectification or deletion of the personal data.

(c) Undertakes and warrants that prior consent has been obtained from any appointed proxy(ies) and/or representative(s) for the Company's processing of their personal data for the Purposes.

(d) Agrees to fully indemnify the Company for any penalties, liabilities, legal suits, claims, demands, losses and damages as a result of the shareholder's failure to provide accurate and correct information of the personal data.

Note: The term "processing" and "personal data" shall have the meaning as defined in the Personal Data Protection Act 2010.