

# WELLCALL HOLDINGS BERHAD

[Registration No. 200501025213 (707346-W)]

(Incorporated in Malaysia)

## ADMINISTRATIVE GUIDE

FOR THE SHAREHOLDERS OF WELLCALL HOLDINGS BERHAD

Dear Shareholders,

**RE: POSTPONEMENT OF THE EXTRAORDINARY GENERAL MEETING (“EGM”) OF WELLCALL HOLDINGS BERHAD (“WELLCALL” OR “THE COMPANY”)**

### REGISTRATION PROCESS (3 level security)

1. Members and vested parties who wish to attend Wellcall postponed EGM are required to register at <https://cutt.ly/TyDBXGQ> (“Virtual EGM Registration”) by cut-off date 27 June 2020 at 11.00 a.m. to enable the Company to verify your status. (*1st level security authentication*).
2. Please provide your Name or Company Name, CDS account number, mobile contact number and a valid email address in order to be verified to gain admission to the postponed EGM.
3. Following the verification, authenticated parties (members and proxy holders) will receive an email from V-Cube containing your **Member Entry (ME) ID** (*2nd level security authentication*) and instructions to be used to enter the postponed EGM at the date and time specified. Do not worry about missing the postponed EGM as V-Cube employ the latest Secure Push Technology and curated your very own **Unique Security (US) Link** which will be sent to you in the evening prior to the postponed EGM date (*3rd level security authentication*). Please check your inbox or spam-box on the night before the said EGM.
4. The **ME ID** sent earlier is your verified Login ID to sign into the postponed EGM.
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 personalized 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 postponed EGM has concluded.
6. Vested parties who register by the cut-off date but do not receive an email response on 27 June 2020, may contact us for assistance at Poll Administrator’s Hotline at 011-26372310 via WhatsApp (from 9.00 a.m. to 5.00 p.m.) or at email address: [agm2020@wellcall.com.my](mailto:agm2020@wellcall.com.my).
7. Members are required to submit their original proxy forms, on or before 27 June 2020, 11.00 a.m. to the following address or email to [agm2020@wellcall.com.my](mailto:agm2020@wellcall.com.my) :-

WELLCALL HOLDINGS BERHAD’s Poll Administrator  
54B Jalan Lumut, Damai Complex  
50400 Kuala Lumpur

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 postponed EGM which is device agnostic.

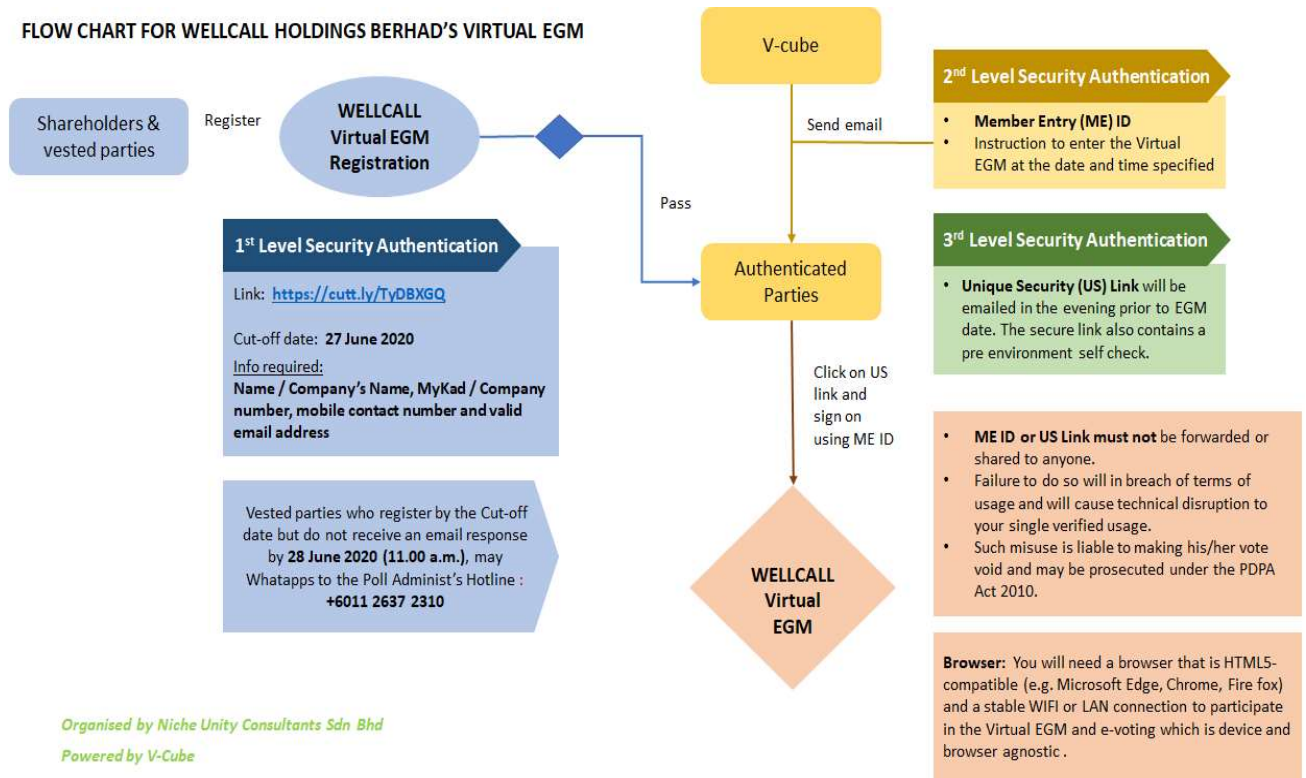
A pre environment test is attached with the **US Link**. For best user experience, you are strongly advised to join via a laptop or computer to engage fully in the proceedings and interactively download important information presented during the postponed EGM.

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**Important Notes**

- i) The Company will verify your information submitted to ensure your qualification to attend the postponed EGM after 22 June 2020.
- ii) After you have been verified by the Company, you **will receive an email from V-Cube** containing your **ME ID** after 22 June 2020, for the purpose of entering the postponed EGM at the specified date.
- iii) Your **US Link** will be sent on the night before the postponed EGM. All you have to do is to click on it and enter your **ME ID** to attend the EGM 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 postponed EGM user data analytics are recorded for compliance.

**FLOW CHART FOR WELLCALL HOLDINGS BERHAD'S VIRTUAL EGM**



## POST REGISTRATION:

1. If you do not receive an email acknowledgement after your registration, i.e. by 28 June 2020 at 11.00 a.m., 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 [agm2020@wellcall.com.my](mailto:agm2020@wellcall.com.my), or alternatively WhatsApp to the Poll Administrator at +6011 2637 2310 (from 9.00 a.m. to 5.00 p.m.) if you have any urgent questions.

## E-VOTING PROCEDURES:

1. Click on the **US Link before the virtual EGM starts** and enter your **ME ID** correctly. Entering a wrong **ME ID** will make your vote void.
2. During the first session of the postponed EGM, the Chairman or Board will answer questions pertaining to each resolution within a certain time period. After due questions and responses, the Chairman with the coordinated assistance of V-Cube authorized 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 1: FOR and 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 postponed EGM.
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 postponed EGM 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 postponed EGM.

### Note:

- (A) Approved parties who keyed in a wrong **ME ID** will have their votes made void.
- (B) Aside from members, proxy holders who are allowed to join the postponed EGM, 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 Wellcall's website: [https://www.wellcallholdings.com/Bursa\\_Announcements\\_Year\\_2020.aspx](https://www.wellcallholdings.com/Bursa_Announcements_Year_2020.aspx) for any further updates.

We would like to thank all parties for your understanding and co-operation in conducting the postponed EGM amidst the COVID-19 pandemic. Stay Safe.

*Have an awesome Virtual EGM powered by V-Cube*