SEG International Bhd

Company No. 198501013542 (145998-U)

**ADMINISTRATIVE GUIDE FOR THE**
**40TH ANNUAL GENERAL MEETING (“AGM”)**

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| **Date** | : | Thursday, 25 June 2026 |
| **Time** | : | 10.30 a.m. |
| **Meeting Venue** | : | Level 2, Right Wing, SEGi University, No. 9, Jalan Teknologi Taman Sains Selangor, Kota Damansara, PJU 5 47810 Petaling Jaya, Selangor Darul Ehsan |

## PROCEDURES TO PARTICIPATE IN AGM

### BEFORE AGM DAY

### A. REGISTRATION

**Individual Shareholder / Corporate Shareholder / Nominee Company**

| | **Description** | **Procedure** |
|---|---|---|
| i | Submit Form of Proxy (hardcopy) | The closing time to submit your hardcopy Form of Proxy will be on **Tuesday, 23 June 2026** at **10.30 a.m.**<br><br>a. Please complete the hardcopy Form of Proxy by providing the MYKAD No. (for Malaysian)/Passport No. (for non-Malaysian)/Company No., Mobile Phone No., Address and details of the proxy(ies), including the number of shares represented.<br>b. Submit/Deposit the hardcopy Form of Proxy to 6th Floor, SEGi University, No. 9, Jalan Teknologi, Taman Sains Selangor, Kota Damansara, PJU 5, 47810 Petaling Jaya, Selangor Darul Ehsan. |
| ii | Electronic Lodgement of Proxy Form (e-proxy form) *For individual Shareholders only* | a. Individual shareholders to log in to Vote2U (https://web.vote2u.my) with your email address and password that you have registered with Vote2U. Please register for a new account if you do not have one.<br>b. Click “***Register Proxy Now***” for e-Proxy registration.<br>c. Select the general meeting event that you wish to attend.<br>d. Select/add your Central Depository System (“CDS”) account number and number of shares.<br>e. Select “Appoint Proxy”.<br>f. Fill-in the details of your proxy(ies) – ensure proxy(ies) email address(es) is/are valid.<br>g. Indicate your voting instruction, should you prefer to do so.<br>h. Thereafter, select “Submit”.<br>i. Your submission will be verified. |

Shareholders who appoint proxy(ies) to participate in the AGM must ensure that the hardcopy or e-proxy is submitted not less than 48 hours before the time for holding the meeting or any adjourned meeting at which the person named in the instrument proposes to vote, and in default, the instrument of proxy shall not be treated as valid.

## ON AGM DAY

### B. REGISTER PROXY

**Individual Shareholders**

| | Description | Procedures |
|---|---|---|
| i | Register yourself at the registration counter to receive e-voting ballots. | - Registration will be at the Meeting Venue at Level 2, Right Wing, SEGi University, No. 9, Jalan Teknologi, Taman Sains Selangor, Kota Damansara, PJU 5, 47810 Petaling Jaya, Selangor Darul Ehsan.<br><br>- The registration counter will open from 9.30 a.m. until the start of the AGM at 10.30 a.m.<br><br>- Please present your original identity card (“IC”) or passport during registration for verification purposes.<br>Note: You are NOT allowed to register on behalf of another person, even with the original IC or passport of the other person.<br><br>- Once registered, you will be given an e-voting ballot to cast your vote.<br>**Note: Each shareholder will receive a unique e-voting ballot with QR code printed. Shareholders/Proxies are responsible for safeguarding their ballot. Please inform the registration counter immediately if your ballot is lost.** |

**Proxy/ Corporate Shareholder/Nominees Company**

| | Description | Procedures |
|---|---|---|
| ii | Register yourself at the registration counter to receive e-voting ballots. | - Registration will be at the Meeting Venue at Level 2, Right Wing, SEGi University, No. 9, Jalan Teknologi, Taman Sains Selangor, Kota Damansara, PJU 5, 47810 Petaling Jaya, Selangor Darul Ehsan.<br><br>- The registration counter will open from 9.30 a.m. until the start of the AGM at 10.30 a.m.<br><br>- Please present your original identity card (“IC”) with proxy form, or corporate representative appointment letter for verification during registration.<br>Note: You are NOT allowed to register on behalf of another person, even with the original IC or passport of the other person.<br><br>- Once registered, you will be given an e-voting ballot to cast your vote.<br>**Note: Each shareholder will receive a unique e-voting ballot with QR code printed. Shareholders/Proxies are responsible for safeguarding their ballot. Please inform the registration counter immediately if your ballot is lost.** |

## C. VOTING

| | Description | Procedures |
|---|---|---|
| i | E-Voting | Once the Chairman announces the opening of voting:<br><br>a. Scan the QR code on the e-voting ballot or visit the support counter for assistance.<br>Note: If your device does not have a built-in QR scanner, you will need to download third-party software to scan the QR code.<br><br>b. After scanning the QR code, you will be directed to the AGM landing page. Please verify your details, then scroll down and click **“Confirm Details & Start Voting”**.<br><br>c. To vote, select your voting choice from the options provided. A confirmation screen will appear to show your selected vote. Click “***Next***” to continue voting for all resolutions.<br><br>d. To change your vote, click the “***Back***” button and select another voting choice.<br><br>e. After you have completed voting, a Voting Summary page appears to show all the resolutions with your voting choices. Click “***Confirm***” to submit your vote.<br>Note: Please note that you are <u>not able</u> to change your voting choices after you have confirmed and submitted your votes<br><br>The support team will be available to assist you if you encounter any difficulties. |
| ii | View the voting result | Upon the Chairman’s announcement of the results:<br><br>a. Scan the QR code on the e-voting ballot<br>Note: If your device does not have a built-in QR scanner, you will need to download third-party software to scan the QR code.<br><br>b. After scanning the QR code, you will be directed to the AGM landing page. Scroll down and click **“View voting’**.<br><br>c. On the voting result page, you are able to see the results details page. |

1. **ENTITLEMENT TO ATTEND AND VOTE AT GENERAL MEETING**

   Only members whose names appear on the Record of Depositors of the Company as at **18 June 2026** shall be eligible to attend the General Meeting or appoint proxies to attend and vote on their behalf.

2. **PROXY**

   - A member shall be entitled to appoint another person as his/her proxy to exercise all or any of his/her rights to attend, participate, speak, and vote in his/her stead. Where a member appoints two proxies, the appointment shall not be valid unless he/she specifies the proportions of his/her holdings to be represented by each proxy.

   - The Form of Proxy shall not be treated as valid unless the posted Form is received or the Form is deposited at the Registered Office of the Company at 6th Floor, SEGi University, No. 9, Jalan Teknologi, Taman Sains Selangor, Kota Damansara, PJU 5, 47810 Petaling Jaya, Selangor Darul Ehsan, or emailed to corporate@segi.edu.my, not less than 48 hours before the time appointed for holding the General Meeting or any adjournment thereof.

   - Alternatively, for individual members only, the Form of Proxy may be lodged electronically ("e-Proxy") via the RPV Online portal at https://web.vote2u.my (applicable to individual shareholders only). Please refer to Section A (ii) of this administrative guide for the procedures on electronic lodgement of the Proxy Form.

**ADDITIONAL INFORMATION**

**Voting Procedure**

The polling processes will be managed by Agmo Digital Solutions Sdn. Bhd. as Poll Administrator, and Aegis Communication Sdn. Bhd. as Independent Scrutineers appointed to verify and validate the results of the poll at the AGM.

**No Door Gift or e-Voucher or Food Voucher**

Please be informed that no door gifts or food vouchers will be provided to members/proxies at the meeting venue. Light refreshments will be provided.

**Parking**

You are encouraged to use public transportation to go to the AGM venue as parking spaces are limited. Parking is complimentary, and you may park at the designated location.

**Enquiry**

a. For enquiries relating to the AGM, please contact the following during office hours (9:00 a.m. to 5:00 p.m.) on Mondays to Fridays (except public holidays):

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|---|---|---|
| Telephone No. | : | +603-6287 3777 |
| Email | : | corporate@segi.edu.my |
| Contact person | : | Company Secretarial Department |

b. For enquiries relating to e-voting or issues encountered during registration, log in, please contact Vote2U helpdesk during office hours (9:00 a.m. to 5:00 p.m.) on Mondays to Fridays (except public holidays) as follows:

| | | |
|---|---|---|
| Live chat | : | https://web.vote2u.my |
| Telephone Number | : | +603-7664 8520 / +603-7664 8521 |
| Email | : | vote2u@agmostudio.com |