

ADMINISTRATIVE NOTES TO SHAREHOLDERS

FOR THE EXTRAORDINARY GENERAL MEETING ("EGM" or "MEETING")

Day, Date	: Wednesday, 3 November 2021
Time	: 4.00 p.m. or immediately upon the conclusion or adjournment of the 60 th Annual General Meeting of Malaysian Pacific Industries Berhad ("MPI" or "Company") which will be held at the same broadcast venue on the same day at 3.00 p.m., whichever is later, or at any adjournment of the EGM thereof
Meeting Platform	: https://meeting.boardroomlimited.my
Broadcast Venue	: Auditorium, Ground Floor, Menara Hong Leong No. 6, Jalan Damanlela, Bukit Damansara 50490 Kuala Lumpur Malaysia

CIRCULAR TO SHAREHOLDERS

We are pleased to inform you that the following reports of MPI are available and can be downloaded from MPI's website at <http://www.mpind.my/GeneralMeetings/Latest.asp>:

1. Circular to Shareholders dated 18 October 2021 in relation to:
 - (i) Proposed Establishment Of A New Executive Share Scheme Comprising A Proposed New Executive Share Option Scheme And A Proposed New Executive Share Grant Scheme Of Up To 10% Of The Total Issued Ordinary Shares In MPI (Excluding Treasury Shares) For The Eligible Executives And/OR Directors Of MPI And Its Subsidiaries
 - (ii) Proposed Allocation Of Options And/OR Grants To The Group Managing Director Of MPI("Circular to Shareholders – ESS")
2. Notice of EGM;
3. Form of Proxy; and
4. Administrative Notes.

In line with our continued commitment to environmental sustainability, we encourage you to refer to the digital version of the Circular to Shareholders – ESS. However, should you require a printed copy of the Circular to Shareholders - ESS, please complete the Request Form and return the same to the address stated therein.

MODE OF MEETING

In light of the Coronavirus disease 2019 (COVID-19) pandemic and in the interest of the health and safety of all stakeholders, the Company has decided to conduct its EGM virtually. All shareholders are welcomed to participate in our EGM remotely via live streaming and online voting using Remote Participation and Electronic Voting ("RPEV") facilities by registering online with Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com>.

The Broadcast Venue of the EGM is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which stipulates that the main venue of the EGM shall be in Malaysia and the Chairman shall be present at the main venue of the EGM. **No shareholders/proxies will be allowed to be physically present at the Broadcast Venue of the EGM.**

ENTITLEMENT TO PARTICIPATE AND VOTE

Only shareholders whose names appear in the Record of Depositors as at 27 October 2021, or their appointed proxy(ies), shall be entitled to participate and vote remotely at the EGM.

LODGEMENT OF FORM OF PROXY

If you are unable to attend the EGM via RPEV facilities on 3 November 2021 and wish to appoint a proxy(ies) or the Chairman of the Meeting to vote on your behalf, please deposit the duly executed Form of Proxy at the Registered Office of the Company at Level 31, Menara Hong Leong, No. 6, Jalan Damanlela, Bukit Damansara, 50490 Kuala Lumpur or lodge electronically via email at cosec-hlmg@hongleong.com.my, not less than forty-eight (48) hours before the time appointed for holding of the Meeting or adjourned meeting.

If you wish to participate in the Meeting yourself, please do not submit any Form of Proxy for the Meeting. You will not be allowed to participate in the Meeting together with a proxy appointed by you.

If you have submitted your Form of Proxy prior to the EGM and subsequently decide to appoint another person or wish to participate in the Meeting yourself, please write in to cosec-hlmg@hongleong.com.my to revoke the earlier appointed proxy(ies) at least forty-eight (48) hours before the EGM. On revocation, your proxy(ies) will not be allowed to participate in the Meeting. In such event, you should advise your proxy(ies) accordingly.

REMOTE PARTICIPATION AND ELECTRONIC VOTING (RPEV)

Please note that all members including (i) individual members; (ii) corporate shareholders; (iii) authorised nominees; and (iv) exempt authorised nominees shall use the RPEV facilities to participate and vote remotely at the EGM.

If you participate in the Meeting, you will be able to view a live webcast of the Meeting, ask questions and submit your votes in real time whilst the Meeting is in progress.

ADMINISTRATIVE NOTES TO SHAREHOLDERS

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REMOTE PARTICIPATION AND ELECTRONIC VOTING (RPEV) (cont'd.)




Kindly follow the steps below to request for your login ID and password and usage of the RPEV facilities:

	Procedure	Action
BEFORE THE DAY OF THE EGM		
1.	Register Online with Boardroom Smart Investor Portal (for first time registration only)	<p>[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register again. You may proceed to Step 2 – Submit request for remote participation.]</p> <ul style="list-style-type: none"> (a) Access the website at https://investor.boardroomlimited.com. (b) Click <Register> to sign up as a user. (c) Complete registration and upload a copy of your National Registration Identification Card (front and back) (for Malaysian members/proxies) or passport (for non-Malaysian members/proxies). (d) Please enter a valid email address and wait for Boardroom's email verification. <p>Your registration will be verified and approved within one (1) business day and an email notification will be provided.</p>
2.	Submit Request for Remote Participation (User ID and Password) <i>Note:</i> <i>Shareholders are encouraged to register at least 48 hours before the commencement of the Meeting, i.e. by 4.00 p.m., 1 November 2021 to avoid any delay in the registration process</i>	<p>Individual Shareholders</p> <ul style="list-style-type: none"> – Login to https://investor.boardroomlimited.com using your user ID and password above from Step 1 above. – Select “MALAYSIAN PACIFIC INDUSTRIES BERHAD EXTRAORDINARY GENERAL MEETING” from the list of Corporate Meetings and click <Enter>. – Click on <Register for RPEV>. – Read and agree to the Terms & Conditions and click <Next>. – Enter your CDS Account Number and thereafter submit your request. <p>Corporate Shareholders</p> <ul style="list-style-type: none"> – Write in to bsr.helpdesk@boardroomlimited.com by providing the name of Member and CDS Account Number accompanied with the Certificate of Appointment of Corporate Representative or Form of Proxy to submit the request. – Please provide a copy of the Corporate Representative's National Registration Identification Card (front and back) (for Malaysian) or passport (for non-Malaysian) as well as his/her email address. <p>Authorised Nominee and Exempt Authorised Nominee</p> <ul style="list-style-type: none"> – Write in to bsr.helpdesk@boardroomlimited.com by providing the name of Member and CDS Account Number accompanied with the Form of Proxy to submit the request. – Please provide a copy of the Proxy Holder's National Registration Identification Card (front and back) (for Malaysian) or passport (for non-Malaysian) as well as his/her email address. <p>Thereafter:</p> <ul style="list-style-type: none"> (a) You will receive a notification from Boardroom that your request has been received and is being verified. (b) Upon system verification against the Record of Depositors as at 27 October 2021, you will receive an email from Boardroom either approving or rejecting your registration for remote participation. (c) If your registration is approved, you will receive your remote access Meeting ID, user ID and password in the same email from Boardroom. You will also be notified in the event your registration is rejected.

ADMINISTRATIVE NOTES TO SHAREHOLDERS

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REMOTE PARTICIPATION AND ELECTRONIC VOTING (RPEV) (cont'd.)

	Procedure	Action
ON THE DAY OF THE EGM		
3.	Login to Virtual Meeting Portal <i>Note:</i> <i>You may login from 3:00 p.m., i.e. one (1) hour before the commencement of the EGM on 3 November 2021</i>	(a) Follow the steps provided in the email from Boardroom along with your remote access user ID and password to login to the Virtual Meeting Portal (Refer to Step 2(c) above). (b) The Meeting Platform can be accessed via one of the following methods: – Scan the QR Code provided in the email notification; or – Access to Lumi web portal via website at https://meeting.boardroomlimited.my . (c) Insert the Meeting ID and sign in with the user ID and password provided to you via the email notification in Step 2.
4.	Participate through live streaming	[Note: Please follow the User Guides provided in the confirmation email above to view the live webcast, submit question and vote.] (a) If you would like to view the live webcast, select the broadcast icon.  (b) If you would like to ask a question during the EGM, select the messaging icon.  (c) Type your question within the chat box, once completed click the <send> button.
5.	Online remote voting	Once voting has been opened, the polling icon  will appear with the resolutions and your voting choices until the Chairman declares the end of the voting session. To vote, please select your voting direction from the options provided. A confirmation message will appear to show your vote has been received. To change your vote, please re-select another voting direction. If you wish to cancel your vote, please press "Cancel".
6.	End of Participation	(a) Upon the announcement by the Chairman on the closure of the EGM, the live webcast will end. (b) You can now logout from the Meeting Platform.

NO RECORDING OR PHOTOGRAPHY

Photography and recording of the EGM proceedings, vocal or audio-visual, are strictly prohibited.

INTERNET CONNECTION

Please ensure that you are connected to the internet at all times in order to participate and vote when the EGM commences as the quality of the live streaming is dependent on the bandwidth and stability of the internet connection at the location of the remote participants. It is your responsibility to ensure that the connectivity for the duration of the Meeting is maintained.

ADMINISTRATIVE NOTES TO SHAREHOLDERS

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PRE-MEETING SUBMISSION OF QUESTIONS TO THE BOARD

Shareholders/proxies are encouraged to submit questions to the Board in advance of the EGM to IRelations@mpind.my by 4.00 p.m. on 1 November 2021.

When sending in your questions, please provide us with the following details:

- (a) Full name
- (b) National Registration Identification Card/Passport Number
- (c) Number of shares held
- (d) CDS Account Number

Whilst the Company will endeavour to address all relevant questions received from the shareholders which are related to the agenda of the EGM, it may not be able to answer all questions from shareholders.

GENERAL ENQUIRY

For enquiries prior to the EGM or request for technical assistance to participate in the EGM, please contact the following during office hours:

Hong Leong Share Registration Services Sdn Bhd

Level 25, Menara Hong Leong
No. 6, Jalan Damanlela
Bukit Damansara
50490 Kuala Lumpur
Malaysia

Tel No.: 03-2088 8818
Fax No.: 03-2088 8990

Contact person: Mr Allan Tang Chin Heng / Ms Lee Mun Yee
Email address: hlsrs@hongleong.com.my

Boardroom Share Registrars Sdn Bhd

11th Floor, Menara Symphony
No. 5, Jalan Professor Khoo Kay Kim
Seksyen 13
46200 Petaling Jaya
Selangor Darul Ehsan
Malaysia

General Line: 03-7890 4700 (Helpdesk)
Fax No.: 03-7890 4670
Email address: bsr.helpdesk@boardroomlimited.com

PERSONAL DATA NOTICE

By registering for the remote participation and electronic voting meeting and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the member of the Company consents to and/or warrants that he/she has obtained the consent of the appointed proxy/representative (as applicable) for the collection, use, disclosure and processing of such personal data by the Company, its agents and/or third party service providers for purposes of organising, conducting, facilitating and administering the EGM; for enabling access to, participation in and the exercise of shareholder rights by the member or the appointed proxy/representative in the EGM; for communicating with the member; for preparing attendance lists, minutes of Meeting and any documents in relation to the EGM; and for the Company, its agents and/or third party service providers to comply with the requirements of applicable laws, listing rules, regulations and/or guidelines. The member agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of the above warranty.