

# Proxy form: Annual General Meeting

| l/We _ | NRIC/Passport No  |
|--------|---|
|        | (full name of member appointing proxy in block letters) |
| of     |   |

(full address in block letters) hereby

appoint

(full name of proxy in block letters)

or failing him/her THE CHAIRMAN OR VICE CHAIRMAN of the meeting as my/our proxy to attend and vote for me/us and on my/our behalf at the 102nd Annual General Meeting of the Company to be held at 10.00am on Thursday, 27 April 2023 at Dewan Sanmarka Orang India, 36400 Hutan Melintang, Perak, Darul Ridzuan, Malaysia and at any adjournment thereof.

*I/We wish my/our proxy to vote as indicated below in respect of the resolutions to be proposed at the meeting. (Please give instructions to your proxy by ticking the appropriate box alongside each resolution).* 

| 1  | Receive the Company's Financial Statements for year ended 2022. |   |                            | For Information Only   |     |         |
|----|---|---|----------------------------|------------------------|-----|---------|
|    |   |   |                            | Ordinary<br>Resolution | For | Against |
| 2  | Approve payment   | payment of Final and A Special Dividend for year ended 2022 |                            |                        |     |         |
| 3  | Approve Directors'  | 2   |                            |                        |     |         |
| 4  | Approve Directors'  | 3   |                            |                        |     |         |
| 5  | Re-elect as Directo<br>retires under Artic                      | r Ybhg. Dato' Mohamad Na<br>le 107.                         | 4                          |                        |     |         |
| 6  | Re-elect as Directo<br>under Article 107.                       | r Madam Rohaya binti Mo                                     | 5                          |                        |     |         |
| 7  | Re-elect as Directo   | r Mr. Yap Seng Chong who                                    | 6                          |                        |     |         |
| 8  | Re-appoint Ernst & their remuneration                           | Young PLT as Auditors and                                   | 7                          |                        |     |         |
| 9  | Continuation of Mi<br>Director                                  | r. R. Nadarajan as Independ                                 | 8                          |                        |     |         |
| 10 | Approve the Propo<br>Shares.                                    | osed Renewal of Authority                                   | 9                          |                        |     |         |
| 11 | Authorise the Direct of the Companies A                         | 10  |                            |                        |     |         |
| No | No of Shares held CDS Account No. (if app                       |   | CDS Account No. (if applic | cable)                 |     |         |

Dated this \_\_\_\_\_day of \_\_\_\_2023

Signed by the said

(Signature of Shareholder/s)

## Notes

- 1. A member of the Company entitled to attend and vote at the meeting is entitled to appoint a proxy to vote in his stead other than an exempt authorized nominee who may appoint multiple proxies in respect of each Omnibus account held. A proxy need not be a member of the Company. If you wish to appoint as your proxy someone other than the Chairman or Vice Chairman of the meeting, cross out the words "The Chairman" or "Vice Chairman" of the meeting and write on the lines the full name and address of your proxy.
- 2. The instrument appointing a proxy must be deposited at the Registered Office of the Company at Jendarata Estate, 36009 Teluk Intan, Perak Darul Ridzuan, Malaysia not less than 48 hours before the time set for the meeting. The number of shares to be represented by the proxy should be stated in the proxy form. Alternatively, the instrument appointing a proxy can be deposited electronically (for individual, corporate shareholders, and nominees) through Boardroom Smart Investor Portal at https://investor.boardroomlimited.com or via email to bsr.helpdesk@boardroomlimited.com before the cut-off time for the lodgement of the Proxy Form as mentioned.
- 3. Where this Form of Proxy is executed by a corporation, it must be either under seal or under the hand of any officer or attorney duly authorised.
- 4. A proxy may vote or abstain from voting as he thinks fit on a specified resolution, if no indication is given on the proxy form by the member appointing the proxy. Voting on all resolutions to be proposed at the AGM will be by way of a poll.
- 5. In the case of joint shareholders, the proxy form signed by the first named registered shareholder on the register shall be accepted to the exclusion of the other registered shareholder(s). If voting is in person(s) the vote of the first shareholder who tenders the vote shall be taken.
- 6. Only a depositor whose name appears on the Record of Depositors as at 17 April 2023 shall be entitled to attend the said meeting or appoint a proxy to attend and/ or vote on his/her behalf.

2<sup>nd</sup> fold here

STAMP

THE COMPANY SECRETARY UNITED PLANTATIONS BERHAD JENDARATA ESTATE 36009 TELUK INTAN PERAK DARUL RIDZUAN MALAYSIA

1<sup>st</sup> fold here



## Dear Shareholders of United Plantations Berhad ("UP" or the "Company")

#### Re: 102<sup>nd</sup> Annual General Meeting of United Plantations Berhad

#### Issuance of documents by electronic means

In line with our continued commitment to environmental sustainability and pursuant to paragraph 2.19B of the Main Market Listing Requirements and Article 162 of the Company's Constitution, we wish to notify by this letter that we have since 2019 discontinued the delivery of the following documents in hard copies.

We encourage you to refer to the digital version of the documents mentioned here below which can be viewed and downloaded from our Company's website at <u>www.unitedplantations.com</u> and Bursa Malaysia Securities Berhad's website at <u>www.bursamalaysia.com</u>.

- 1. Annual Report 2022
- 2. Corporate Governance Report 2022
- 3. Share Buy-Back Statement to Shareholders dated 27 February 2023
- 4. Notice of 102<sup>nd</sup> Annual General Meeting ("AGM")
- 5. AGM Administrative Guide
- 6. Form of Proxy
- 7. Request Form for Annual Report

However, should you require a printed copy of the Annual Report 2022, kindly complete the Request Form, and email it to mgr@unitedplantations.com or fax your request to 05-6411876. A copy of the Annual Report will be sent to you via ordinary mail upon receipt of your request.

## Venue and Mode of Meeting

The 102<sup>nd</sup> Annual General Meeting ("AGM") of United Plantations Berhad will be conducted by way of a fully physical meeting, held on Thursday, 27 April 2023 at 10.00 a.m., at the venue set out below:



# **Dewan Sanmarka Orang India** 36400 Hutan Melintang,

Perak Darul Ridzuan, Malaysia.

For GPS/Map location to the AGM venue, you may scan the QR code above OR use the coordinates of 3.8949,100.9395 OR use the location MAP overleaf.

## Entitlement to attend and vote at the AGM

For the purpose of determining a member who shall be entitled to attend this 102<sup>nd</sup> AGM, the Company shall be requesting Bursa Malaysia Depository Sdn. Bhd., in accordance with Articles 77(2) of the Constitution and Section 34(1) of the Securities Industry (Central Depositories) Act 1991, to issue a General Meeting Record of Depositors as at 17 April 2023. Only a depositor whose name appears on the Record of Depositors as at 17 April 2023 shall be entitled to attend the said meeting or appoint proxies to attend and/or vote on his/her behalf.

#### COVID-19 - Transition to Endemic

UP remains cautious and for safety purpose respectfully request all shareholders to adhere to health protocols while in the premise and in meeting attendance by wearing a mask, sanitising your hands at the entrance of the hall and practising social distancing.

#### Personal Data Notice

Pursuant to the Personal Data Protection Act 2010 ("PDPA"), UP will not disclose any personal information to any third party without prior consent of the shareholder. We are committed to ensuring that your personal information is stored securely but we reserve our rights to rely on any statutory exemptions and/or exceptions to collect, use and disclose your personal information solely for the purpose of the AGM.

Yours faithfully, UNITED RLANTATIONS BERHAD

Ng Eng Ho Company Secretary (MIA No.12913) SSM PC No. (201908002863) 27 February 2023

#### Location Map



# 102<sup>ND</sup> ANNUAL GENERAL MEETING



## ADMINISTRATIVE GUIDE FOR THE 102<sup>nd</sup> ANNUAL GENERAL MEETING ("AGM")

| Meeting day, Date and Time | : | Thursday, 27 April 2023 at 10.00 a.m.                 |
|----------------------------|---|---|
| Meeting venue :            |   | Dewan Sanmarka Orang India,                           |
|                            |   | 36400 Hutan Melintang, Perak Darul Ridzuan, Malaysia. |
| Mode of Meeting            | : | By way of a fully physical meeting                    |

### REGISTRATION

- 1. The registration will commence at 8:00 a.m. and the registration counters will be closed when the meeting commences.
- 2. Please produce your original identity card (for Malaysian) or passport (for non-Malaysian) to the registration staff for verification. Photocopy of identity card or passport will not be accepted. Please make sure you collect your identity card or passport thereafter.
- 3. No person will be allowed to register on behalf of another person even with the original identity card or passport of that other person.
- 4. After registration and signing on the Attendance List, please vacate the registration area.
- 5. You will be given a wristband and a smartcard upon registration. The wristband must be worn throughout the AGM. There will be no replacement in the event you lose or misplace the wristband.
- 6. No person/s will be allowed to enter the meeting hall without the wristband and smartcard. A handset will be given to the shareholders, proxies and Corporate Representatives once the smartcard is presented to the usherer at the entrance of the meeting hall.
- 7. The smartcard and handset must be returned to the usher at the door before you leave the meeting hall. If you are going to the restroom, please pass the smartcard and handset to the usher standing at the door. Please collect these from the same usher before entering the hall.
- 8. Once the meeting has ended, please return the smartcard and handset to the usher before leaving the hall. You will need to pay for the cost of the smartcard and handset if these are misplaced.
- 9. The registration counters only handle verification of identity and registration. If you have any enquiries or in need of clarification, please proceed to the Help Desk.

## **POLL VOTING**

1. The voting will be conducted by poll in accordance with Paragraph 8.29A of Bursa Malaysia Securities Berhad Main Market Listing Requirements. The Company has appointed Boardroom Share Registrars Sdn Bhd as Poll Administrator to conduct the poll by way of electronic voting (e-Voting) and SKY Corporate Services Sdn. Bhd. as Scrutineers to verify the poll results.

- 2. During the AGM, the Chairman will invite the Poll Administrator to brief on the e-Voting housekeeping rules. The voting session will commence as soon as The Chairman calls for the poll to be opened and until such time when The Chairman announces the closure of the poll.
- 3. Once the polling for each resolution has been completed, the Chairman will declare whether the resolution is successfully carried or duly passed. The Scrutineers will verify the poll results for all the resolutions passed at the end of the meeting and shareholders can view the results on the screen.

## ANNUAL REPORT 2022 AND SHARE BUY-BACK STATEMENT TO SHAREHOLDERS

- 1. The Annual Report 2022 and Share Buy-Back Statement to Shareholders dated 27 February 2023 are available on the Company's website at <u>www.unitedplantations.com</u> and Bursa Malaysia Securities Berhad's website at <u>www.bursamalaysia.com</u>.
- 2. Printed copies are also available for collection on a first come, first served basis from the table near the entrance of the meeting hall.

## REFRESHMENTS

1. Coffee and tea will be served at the refreshment area before the commencement of the meeting.

# DOOR GIFT

1. One (1) door gift will be given for 1 attendee only, regardless of the number of shareholders you are representing as proxy and whether you are attending both as proxy and shareholder.

## SEATING ARRANGEMENTS

- 1. Shareholders, Proxy Holders, and Corporate Representatives will only be allowed to enter the meeting hall upon registration. Kindly adhere to health protocols while in the premise and in meeting attendance by wearing a mask at all time.
- 2. All shareholders, Proxy Holders and Corporate Representatives are free to sit anywhere and are requested to be seated at least five minutes before the scheduled commencement of the meeting.

## OTHERS

- 1. Kindly switch off or turn to silent mode all mobile devices during the meeting.
- 2. Photography and recording of the AGM proceedings are strictly prohibited.
- 3. Kindly take care of your personal belongings. The Company will not be held responsible for any loss of items.
- 4. Parking is free.