



CLoudARON GROUP BERHAD

[Registration No. 201701016516 (1230681-M)]

(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR SHAREHOLDERS ATTENDING THE 4TH ANNUAL GENERAL MEETING (“AGM”) OF CLOUDARON GROUP BERHAD

Meeting Day & Date	: Wednesday, 22 September 2021
Time	: 10.30 a.m.
Meeting Platform	: Zoom meeting (link will be given after completion of registration of shareholders or proxies)
Main Venue	: Fully virtual basis through online meeting platform from the Main Venue at Unit 2-13A, Bangunan Perdagangan D7, 800 Jalan Sentul, 51000 Kuala Lumpur, Wilayah Persekutuan (KL)

Mode Of Meeting

In view of the Covid-19 outbreak and as part of the safety measures, the AGM will be conducted on a fully virtual basis through online meeting platform from the Main Venue.

Shareholders of the Company (“**Shareholders**”) are **NOT REQUIRED** to be physically present **NOR ADMITTED** at the Main Venue on the day of the AGM. Shareholders will have to register to attend the AGM remotely, the details as set out below:-

A member is required to register ahead of the AGM to allow the Company to make the necessary arrangements in relation to the AGM, i.e. infrastructure, logistics and meeting venue(s) to accommodate the meeting participants by providing the below details by email to info@clouDarOn.com

- Full Name;
- Identity Card or Passport Number;
- Copy of Identity Card or Passport Number;
- Contact number; and
- CDS account number

Online Meeting Platform

1. **Individual Members** are strongly encouraged to take advantage of the online to participate and vote remotely at the AGM using the online meeting platform. Please refer to the details as set out under Online for information. If an Individual Shareholder is unable to participate in the online AGM, he/she is encouraged to appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.

Corporate Shareholders (through Corporate Representatives or appointed proxies) are also strongly advised to participate and vote remotely at the AGM using the online meeting platform. Corporate Members who wish to participate and vote remotely at the AGM must contact Ms Suzy from ClouDarOn Group Berhad (“**ClouDarOn**”) with the details set out below for assistance and will be required to provide the following documents to the Company no later than **20 September 2021 at 10.30 a.m.:**

- a. Certificate of appointment of its Corporate Representative or Form of Proxy under the seal of the corporation;
- b. Copy of the Corporate Representative’s or proxy’s identity card (MyKad) (front and back) / Passport; and
- c. Corporate Representative’s or proxy’s email address and mobile phone number.

Upon receipt of such documents, Cloudaron will respond to the Corporate Shareholders' remote participation request.

If a Corporate Member (through Corporate Representative(s) or appointed proxy(ies)) is unable to attend the AGM, the Corporate Member is encouraged to appoint the Chairman of the meeting as its proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.

In respect of **Nominee Company Members**, the beneficiaries of the shares under a Nominee Company's CDS account are also strongly advised to participate and vote remotely at the AGM using Online. Nominee Company Members who wish to participate and vote remotely at the AGM can request its Nominee Company to appoint him/her as a proxy to participate and vote remotely at the AGM. Nominee Company must contact the poll administrator, Cloudaron with the details set out below for assistance and will be required to provide the following documents to the Company no later than **20 September 2021 at 10.30 a.m.:**

- a. Form of Proxy under the seal of the Nominee Company;
- b. Copy of the proxy's identity card (MyKad) (front and back) / Passport; and
- c. Proxy's email address and mobile phone number.

Upon receipt of such documents, Cloudaron will respond to the Nominee Company Members' remote participation request.

If a Nominee Company Member is unable to attend the AGM, he/she is encouraged to request its Nominee Company to appoint the Chairman of the meeting as its proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.

Proxy

If a member is unable to attend the AGM, he/she may appoint a proxy or the Chairman of the meeting as his/ her proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.

Please note that if an individual member has submitted his/her Form of Proxy prior to the AGM and subsequently decides to personally participate in the AGM via Online, the individual member shall proceed to contact Cloudaron or the Company with the details set out below to revoke the appointment of his/her proxy no later than **20 September 2021 at 10.30 a.m.**

Pre-Meeting submission of question to the Board

To administer the proceedings of the AGM in orderly manner, shareholders may before the AGM, submit questions to the Board to *info@cloudaron.com* **no later than 20 September 2021 at 10.30 a.m.** The Board will endeavour to address the questions received at the AGM.

No Recording or Photography

Strictly **NO recording or photography** of the proceedings of the AGM is allowed.

No Door Gifts or e-Vouchers

There will be **NO DISTRIBUTION** of door gifts or e-vouchers.

Enquiry

If you have any enquiry prior to the virtual meeting, please contact Ms. Suzy during office hours from 9.00 a.m. to 5.00 p.m. on Mondays to Fridays:

Cloudaron Group Berhad

Unit 2-13A
Bangunan Perdagangan D7
800 Jalan Sentul
51000 Kuala Lumpur
Wilayah Persekutuan (KL)

Telephone Number : +6018 605 0205
Email : info@cloudaron.com



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CDS Account No.				-										
No. of Shares Held														

FORM OF PROXY

I/We (NRIC No./Co. No.....)
 (FULL NAME IN BLOCK LETTERS)

of
 (FULL ADDRESS)

being a member/members of **CLOUDARON GROUP BERHAD**, hereby appoint

Name of Proxy	NRIC No./Passport No.	% of Shareholdings to be Represented
Address		
Email Address	Contact Number	

and/or failing him/her

Name of Proxy	NRIC No./Passport No.	% of Shareholdings to be Represented
Address		
Email Address	Contact Number	

or failing him/her, the **CHAIRMAN OF THE MEETING** as my/our proxy to vote for me/us on my/our behalf at the Fourth Annual General Meeting of the Company will be conducted on a fully virtual basis through online meeting platform from the Main Venue at Unit 2-13A, Bangunan Perdagangan D7, 800 Jalan Sentul, 51000 Kuala Lumpur, Wilayah Persekutuan (KL), **Wednesday, 22 September 2021 at 10.30 a.m.** or at any adjournment thereof for the purpose of considering and, if thought fit, passing the following resolutions with or without any modifications:-

Ordinary Resolutions:	FOR	AGAINST
1. Payment of Directors' Fees		
2. Re-election of Dato' Gan Nyap Liou @ Gan Nyap Liow		
3. Re-appointment of Auditors		
4. Authority to Allot and Issue Shares Pursuant to Sections 75 and 76 of the Companies Act 2016		

* Delete if not applicable.

(Please indicate with an "X" in the space provided on how you wish to cast your vote. If you do not do so, the proxy will vote or abstain from voting at his discretion).

Dated this day of 2021.

.....
 Signature(s) of member(s)

Notes:

- A member of the Company entitled to attend and vote at this meeting may appoint one or more proxy to attend and vote in his stead. A proxy may but need not be a member of the Company. There shall be no restriction as to the qualification of the proxy. A proxy appointed to attend and vote at a Annual General Meeting ("AGM") of the Company shall have the same rights as the member to speak at the AGM.*
- Where a member appoints more than one (1) proxy, the appointment shall be invalid unless he specifies the proportion of his holdings to be represented by each proxy.*
- Where a member is an authorised nominee as defined under the Depositories Act, 1991, it may appoint at least one (1) proxy in respect of each Securities Account it holds with ordinary shares of the Company standing to the credit of the said Securities Account.*
- Where a Member is an Exempt Authorised Nominee which holds ordinary shares in the Company for multiple beneficial owners in one securities account ('omnibus account') there is no limit to the number of proxies which the Exempt Authorised Nominee may appoint in respect of each omnibus account it holds.*
- The instrument appointing a proxy shall be in writing under the hand of the appointor or of his attorney duly authorised in writing or, if the appointor is a corporation, either under the common seal or under the hand of an officer or attorney duly authorised.*
- To be valid, the instrument appointing a proxy must be deposited at the registered office at No. 2-1, Jalan Sri Hartamas 8, Sri Hartamas, 50480 Kuala Lumpur, Wilayah Persekutuan (KL) or fax to 03-6201 3121 or email to ir.cgb@shareworks.com.my not less than forty-eight (48) hours before the time appointed for holding the AGM or adjourned meeting as the case may be, or in the case of a poll, not less than Twenty-Four (24)*

hours before the time appointed for taking the poll, which the person named in the instrument proposes to vote and in default, the instrument of proxy shall not be treated as valid.

- 7. In respect of deposited securities, only members whose names appear in the Record of Depositors on 14 September 2021 (General Meeting Record of Depositors) shall be entitled to attend, speak and vote at the AGM.*
- 8. The members are encouraged to refer the Administrative Guide on registration and voting process for the AGM.*

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Affix Stamp

The Company Secretary
Cloudaron Group Berhad
[Registration No. 201701016516 (1230681-M)]
No. 2-1, Jalan Sri Hartamas 8
Sri Hartamas
50480 Kuala Lumpur
Wilayah Persekutuan (KL)

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