

ADMINISTRATIVE DETAILS FOR THE 58TH ANNUAL GENERAL MEETING OF RHB BANK BERHAD



Registration No. 196501000373 (6171-M)
(Incorporated in Malaysia under the then
Companies Ordinances, 1940 - 1946)

1. Virtual 58th Annual General Meeting ("AGM") of RHB Bank Berhad ("RHB Bank" or "Company")

Date : Friday, 10 May 2024
Time : 9:30am
Broadcast Venue : Meeting Room, Level 2, Tower One,
RHB Centre, Jalan Tun Razak, 50400 Kuala Lumpur,
Malaysia

- (a) The 58th AGM of RHB Bank will be conducted in a virtual manner through live streaming via Remote Participation and Electronic Voting ("RPEV") facilities from the Broadcast Venue, where its Members can participate and vote remotely at the 58th AGM.

This is in line with the Guidance and FAQs on the Conduct of General Meetings for Listed Issuers and revised by the Securities Commission Malaysia on 7 April 2022 to encourage listed companies, where possible, to continue leveraging technology to conduct their general meetings to facilitate communication and engagements with members of the company.

Clause 50 of the Company's Constitution has allowed the Company to hold a meeting of its Members at more than one venue within Malaysia using any instantaneous telecommunication device that allows Members a reasonable opportunity to participate in the meeting and the Chairman shall be present at the main venue. This is also a proactive measure by the Company to facilitate greater participation by Members in its AGM without requiring the physical presence of Members or their Proxies.

- (b) The Broadcast Venue of the 58th AGM is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016. Members and Proxies will not be allowed to be physically present at the Broadcast Venue.
- (c) By leveraging the RPEV facilities, Members and Proxies may participate in the 58th AGM by viewing a live webcast of the AGM, asking questions online, and submitting votes in real-time without physically attending the AGM.

2. Entitlement to Participate and Vote Remotely

- (a) Only Members whose names appear in the Record of Depositors as at 2 May 2024 shall be entitled to participate and vote remotely at the 58th AGM or appoint Proxy/ies to attend and vote on their behalf.
- (b) As no Members should be physically present at the Broadcast Venue, all Members and Proxies are to attend and vote remotely at the 58th AGM using the RPEV to be provided by the Share Registrar. Members are required to register themselves as users via <https://investor.boardroomlimited.com>.

Please refer to the following guidelines for first-time registration with Boardroom Smart Investor Portal ("BSIP") **(If you have already signed up with BSIP, you are not required to register again):**

FIRST-TIME REGISTRATION WITH BSIP

- (i) Access website at <https://investor.boardroomlimited.com>
- (ii) Click <<**Register**>> to sign up as a user.
- (iii) Please select the correct account type i.e. sign up as "Shareholder" or "Corporate Holder".
- (iv) Complete the registration with all required information. Upload a softcopy of your or representative's MyKad/ Identification Card (front and back) or Passport. For Corporate Holder, kindly upload the authorisation letter as well.
- (v) Click "**Sign Up**".
- (vi) You will receive an email from BSIP Online to verify your email address. Click on "**Verify Email Address**" from the email received to continue with the registration.
- (vii) Once your email address is verified, you will be re-directed to BSIP Online for verification of mobile number. Click on "**Request OTP Code**" and an OTP code will be sent to the registered mobile number. You will need to enter the OTP Code and click "**Enter**" to complete the process.
- (viii) Your registration will be verified and approved within one (1) business day, and an email notification will be sent.

- (c) After your registration has been verified and approved, please refer to the following guidelines for Meeting ID and Password requests for RPEV facilities:

REQUEST MEETING ID AND PASSWORD FOR RPEV FACILITIES

- (i) Log in to <https://investor.boardroomlimited.com> using the email address and password you created with BSIP.
- (ii) Click on "**Meeting Event(s)**".
- (iii) Select "**RHB BANK BERHAD 58TH ANNUAL GENERAL MEETING**" and click "**Enter**".
- (iv) Click on "**Register for RPEV**".
- (v) Insert your CDS Account Number.
- (vi) Read and agree to the Terms & Conditions and click "**Register**".

- (d) You will receive a notification from Boardroom that your request has been received and is being verified.

You will receive an email from Boardroom either approving or rejecting your registration for remote participation based on system verification against the Record of Depositors of the AGM as at Thursday, 2 May 2024.

If your registration is approved, you will also receive your Meeting ID and Password in the same email from Boardroom after the closing date.

3. Lodgement of Proxy Form of AGM

- (a) If you are unable to attend the AGM via RPEV facilities and wish to appoint the Chairman of the Meeting as your proxy to vote on your behalf, please deposit your proxy form at the office of the Share Registrar of the Company, Boardroom Share Registrars Sdn Bhd ("**Boardroom**") at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor, Malaysia in accordance with the notes and instructions printed therein, not later than 48 hours before the AGM i.e. latest by Wednesday, 8 May 2024 at 9.30 a.m.
- (b) Alternatively, the Proxy appointment may also be lodged electronically via BSIP at <https://investor.boardroomlimited.com> or email at BSR.Helpdesk@boardroomlimited.com not later than 48 hours before the AGM, i.e. latest by Wednesday, 8 May 2024 at 9.30 a.m.

Please refer to the following guidelines for the electronic lodgement of Proxy Form:

ELECTRONIC LODGEMENT OF PROXY FORM VIA BSIP - FOR INDIVIDUAL SHAREHOLDERS

- (i) Log in to <https://investor.boardroomlimited.com> using the email address and password you created with BSIP.
- (ii) Click on "**Meeting Event(s)**".
- (iii) Go to "**RHB BANK BERHAD 58TH ANNUAL GENERAL MEETING**" and click "**Enter**".
- (iv) Go to "**PROXY**" and click on "**Submit eProxy Form**".
- (v) Select the company you would like to represent if more than one (for Corporate Holder).
- (vi) Insert your CDS Account Number and number of securities held.
- (vii) Select your proxy - either the Chairman of the meeting or the individual named proxy(ies).
- (viii) Read and accept the General Terms and Conditions by clicking "**Next**".
- (ix) Enter the particulars required for your proxy(ies).
- (x) Indicate your voting instructions - **FOR** or **AGAINST**, otherwise your proxy will decide your vote.
- (xi) Review and confirm your proxy appointment and click "**Apply**".
- (xii) Download or print the eProxy form as an acknowledgement.

ELECTRONIC LODGEMENT OF PROXY FORM VIA BSIP - FOR CORPORATE SHAREHOLDERS/AUTHORISED NOMINEE/ EXEMPT AUTHORISED NOMINEE

[If you wish to appoint more than one (1) company, kindly click the home button and select "Edit Profile" in order to add company name]

- (i) Log in to <https://investor.boardroomlimited.com> using the email address and password you created with BSIP.
- (ii) Select "**RHB BANK BERHAD 58TH ANNUAL GENERAL MEETING**" from the list of corporate meetings and click "**Enter**".
- (iii) Click on "**Submit eProxy Form**".
- (iv) Select the company you would like to represent if more than one.
- (v) Proceed to download the file format for "**Submission of Proxy Form**" from BSIP.
- (vi) Prepare the file for the appointment of proxies by inserting the required data.
- (vii) Proceed to upload the duly completed proxy appointment file.
- (viii) Review and confirm your proxy appointment and click "**Submit**".
- (ix) Download or print the eProxy form as an acknowledgement.

ELECTRONIC LODGEMENT OF PROXY FORM VIA EMAIL – FOR INDIVIDUAL SHAREHOLDERS/CORPORATE SHAREHOLDERS/ AUTHORISED NOMINEE/ EXEMPT AUTHORISED NOMINEE

- (i) Write to BSR.Helpdesk@boardroomlimited.com by providing the name of shareholder, CDS account number accompanied with the certificate of appointment of a corporate representative or Proxy Form (as the case may be) to submit the request.
- (ii) Please provide a copy of the corporate representative's MyKad/Identification Card (front and back) or Passport as well as his/her email address.

- (d) Upon submission of the Proxy Form via BSIP, you will receive notification from Boardroom that your request(s) has been received and is being verified.

You will receive an email from Boardroom either approving or rejecting your proxy form submission based on system verification against the Record of Depositors of the AGM as at Thursday, 2 May 2024.

If your registration is approved, you will also receive your Meeting ID and Password in the same email from Boardroom after the closing date.

4. Remote Participation and Electronic Voting

- (a) All Members, including Individual Shareholders, Corporate Shareholders, Authorised Nominees and Exempt Authorised Nominees, shall use the RPEV to participate and vote remotely at the 58th AGM.
- (b) You will be able to view a live webcast of the AGM proceeding, ask questions, and submit your votes in real-time while the AGM is in progress.

Please refer to the following guidelines to log in and participate in the AGM remotely:

LOG IN TO THE VIRTUAL MEETING PLATFORM

- (i) The Virtual Meeting Platform will be available for log-in one (1) hour before the commencement of the AGM at 8.30 a.m. on Friday, 10 May 2024, which can be accessed via one of the following methods:
 - > Launch Lumi AGM by scanning the QR Code provided in the email notification;
 - > Access to Lumi AGM meeting platform via website at <https://meeting.boardroomlimited.my>.
- (ii) Insert the Meeting ID and password.

View the Live Webcast and Submit Questions During the AGM

[If you wish to appoint more than one (1) company, kindly click the home button and select "Edit Profile" in order to add company name]

- (i) If you would like to view the live webcast, select the broadcast icon. 
- (ii) If you would like to ask a question during the AGM, select the messaging icon. 
- (iii) Type your message within the chat box, once completed click the send button.

Electronic Voting (e-Polling)

- (i) Once the Meeting is opened for voting, the polling icon  will appear with the resolutions and your voting choices.
- (ii) To vote, please select your voting direction from the options provided. A confirmation message will appear to show your vote has been received.
- (iii) To change your vote, re-select another voting direction.
- (iv) If you wish to cancel your vote, press **"CANCEL"**.

Upon the announcement by the Chairman of the closure of the AGM, the live webcast will end, and the messaging window will be disabled. You can log out from the virtual meeting platform.

- (c) The Company regards the AGM as an important opportunity to engage with Members and therefore encourages them to submit questions before and/or during the AGM.

Before the AGM, Members may submit their questions no later than 9.30 a.m. on Wednesday, 8 May 2024, via "Boardroom Smart Investor Portal" at <https://investor.boardroomlimited.com>. Members may submit their questions via the query box in the Virtual Meeting Portal during the AGM.

- (d) The Board of Directors will endeavour to address questions received during the AGM itself. If there is a time constraint, the responses will be emailed to you as soon as possible after the AGM.

5. Voting Procedures

- (a) The voting will be conducted by electronic polling ("**e-Polling**") in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Boardroom as the Poll Administrator to conduct the e-Polling, and KPMG Management & Risk Consulting Sdn Bhd as the Independent Scrutineer to verify and validate the poll results.
- (b) During the AGM, the Chairman of the Meeting will invite the Poll Administrator to brief on the e-Polling housekeeping rules. The voting session will commence as soon as the Chairman calls for the poll to be opened and until the Chairman announces the closure of the poll.
- (c) For the purposes of the AGM, e-Polling will be carried out via personal smart mobile phones, tablets, personal computers or laptops.
- (d) There are two (2) methods for Members and Proxies who wish to use their personal voting device to vote remotely, as detailed below:
 - (i) Use the QR Code given to you in the email received after successful registration; OR
 - (ii) Go to <https://meeting.boardroomlimited.my>
- (e) Upon the conclusion of the poll session, the Independent Scrutineer will verify the poll results before the Chairman of the Meeting announces whether the resolutions put to the vote were successfully carried out or not.

6. Door Gifts

There will be no door gift(s) or any other form of gift(s) for Members and Proxies who participate remotely in the 58th AGM.

7. Integrated Report 2023

- (a) The Integrated Report 2023 is made available online and can be downloaded from our designated website link:
<https://www.rhbgroup.com/malaysia/investor-relations/financial-reports/annual-reports/rhb-bank-berhad>
- (b) In line with RHB Bank's commitment to environmental conservation, we will only send a printed copy of the Integrated Report 2023 to the Members upon request. You may request the same electronically via the "Boardroom Smart Investor Portal" at <https://investor.boardroomlimited.com>.

8. Enquiry

If you have any enquiries prior to the AGM, please contact the following during office hours:

Boardroom Share Registrars Sdn Bhd

Puan Rozleen Monzali

Puan Hastini Hassim

- **For members/proxies' enquiries**

- **For technical assistance relating to the electronic lodgement of proxy form of AGM as well as RPEV**

Tel No. : 603 7890 4700

Fax No. : 603 7890 4670

Email : BSR.Helpdesk@boardroomlimited.com

RHB Bank Berhad

Ms Phuah Shok Cheng, Acting Group Chief Financial Officer

Puan Haryati Yahya, Head, Group Financial Performance and Investor Relations

- **For investor relations**

Email : phuah.shok.cheng@rhbgroup.com

haryati.yahya@rhbgroup.com

Puan Bibi Rohani Abdullah, Group Event Management

- **For AGM arrangement**

Email : bibi.rohani@rhbgroup.com

Encik Azman Shah Md Yaman, Group Company Secretary

Puan Filza Zainal Abidin, Joint Company Secretary

- **For Members' enquiries**

Email : azmanshah@rhbgroup.com

filza.zainal@rhbgroup.com