

NINETEENTH ANNUAL GENERAL MEETING ("19TH AGM") ADMINISTRATIVE GUIDE

INFORMATION FOR SHAREHOLDERS ON 19TH AGM OF THE COMPANY

Date & Time	:	Tuesday, 28 September 2021 at 2.00 p.m.
Broadcast Venue	:	Lot 10.3, 10th Floor, Menara Lien Hoe, No. 8, Persiaran Tropicana, Tropicana Golf & Country Resort, 47410 Petaling Jaya, Selangor Darul Ehsan
Meeting Platform	:	https://rebrand.ly/IQZAN-AGM

MODE OF MEETING

In view of the COVID-19 outbreak and as part of the safety measures, the 19th AGM will be conducted entirely through live streaming from the Broadcast Venue. This is in line with the Guidance Note on the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia on 18 April 2020 and latest revised on 16 July 2021.

The Broadcast Venue is in line with Section 327(2) of the Companies Act, 2016 and Regulation 59 of the Company's Constitution which stipulates that the Chairman shall be at the main venue of the 19th AGM. Hence, No Shareholders/ Proxies will be allowed to be physically present at the Broadcast Venue on the day of the 19th AGM.


All shareholders of the Company, whether individual shareholders, corporate shareholders, proxy holders, authorised nominees or exempt authorised nominees who wish to attend the 19th AGM will have to register to attend remotely by using the Remote Participation and Voting ("RPV") Platform, the details of which is set out below.

RPV

1. The 19th AGM will be conducted entirely through live streaming and online remote voting. Should you wish to attend the 19th AGM you will be required to do so by registering yourself using the RPV Platform in accordance with the instructions set out under Paragraph 3 below.

With the RPV Platform, you may exercise your rights as a shareholder to participate including to pose questions to the Board of Directors ("Board") and vote at the 19th AGM.

2. If a shareholder is unable to attend the 19th 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.
3. The procedures for the RPV in respect of the live streaming and remote voting at the 19th AGM is as follows: -

Procedures		Action
Before 19th AGM		
1.	Register as participant in Virtual AGM 	<ul style="list-style-type: none"> • Using your computer, access the registration website at https://rebrand.ly/IQZAN-AGM • Click on the Register link to register for the Virtual AGM session. • If you are using mobile devices, you can also scan the QR provided on the left to access the registration page. Click Register and enter your email followed by Next to fill in your details to register for the EGM session. • Upon submission of your registration, you will receive an email notifying you that your registration has been received and is pending verification. • The event is powered by Cisco Webex. You are recommended to download and install Cisco Webex Meetings (available for PC, Mac, Android, and iOS). Refer to the tutorial guide posted on the same page for assistance.

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Procedures		Action
Before 19th AGM		
2.	Submit your online registration	<ul style="list-style-type: none"> • Shareholders who wish to participate and vote remotely at the AGM via RPV Facilities are required to register prior to the meeting. The registration will be open from 5.00 p.m. on next day of the despatch date and the registration will close at 2.00 p.m. on 27 September 2021. • Clicking on the link mentioned in item 1 will redirect you to the Virtual AGM event page. Click on the Register link for the online registration form. • Complete your particulars in the registration page. Your name MUST match your CDS account name (not applicable for proxy). • Insert your CDS account number(s) and indicate the number of shares you hold. • Read and agree to the Terms & Conditions and confirm the Declarations. • Please ensure all information given is accurate before you click Submit to register your remote participation. Failure to do so will result in your registration being rejected. • System will send an email to notify that your registration for remote participation is received and will be verified. • After verification of your registration against the General Meeting Record of Depositors of the Company as at 21 September 2021 the system will send you an email to notify you if your registration is approved or rejected after 22 September 2021. • If your registration is rejected, you can contact the Company’s Poll Administrator or the Company for clarifications or to appeal.
On the day of 19th AGM		
3.	Attending Virtual AGM	<ul style="list-style-type: none"> • Two reminder emails will be sent to your inbox. First is one day before the AGM day, while the 2nd will be sent 1 hour before the AGM session. • Click Join Event in the reminder email to participate the RPV.
4.	Participate with live video	<ul style="list-style-type: none"> • You will be given a short brief about the system. • Your microphone is muted throughout the whole session. • If you have any questions for the Chairman/Board, you may use the Q&A panel to send your questions. The Chairman/Board will try to respond to relevant questions if time permits. All relevant questions will be collected throughout the session and replied later through your registered email. • The session will be recorded. • Take note that the quality of the live streaming is dependent on the bandwidth and stability of the internet connection at your location.
5.	Online Remote Voting	<ul style="list-style-type: none"> • The Chairman will announce the commencement of the Voting session and the duration allowed at the respective AGM. • The list of resolutions for voting will appear at the right-hand side of your computer screen. You are required to indicate your votes for the resolutions within the given stipulated time frame. • Click on the Submit button when you have completed. • Votes cannot be changed once it is submitted.
6.	End of remote participation	Upon the announcement by the Chairman on the closure of the AGM, the live session will end.

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Revocation of Proxy

Please note that if a shareholder has submitted his/her Form of Proxy prior to the 19th AGM and subsequently decides to personally attend and participate in the 19th AGM via RPV Platform, the shareholder must contact Boardroom.com Sdn. Bhd. to revoke the appointment of his/her proxy no later than **2.00 p.m. on 26 September 2021**.

Poll Voting

The voting at the 19th AGM will be conducted by poll in accordance with Paragraph 8.29A of the MAIN Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Boardroom.com Sdn. Bhd. as Poll Administrator to conduct the poll by way of electronic means and BTS Solution Sdn. Bhd. as Scrutineers to verify the poll results.

Shareholders can proceed to vote on the resolutions before the end of the voting session which will be announced by the Chairman of the Meeting. The Scrutineers will verify and announce the poll results followed by the Chairman’s declaration whether the resolutions are duly passed.

The results of the voting for all resolutions will be announced at the 19th AGM and on Bursa Malaysia website at www.bursamalaysia.com

No Recording or Photography

Strictly NO recording or photography of the proceedings of the 19th AGM is allowed.

Enquiry

If you have any enquiries prior to the meeting, please contact the following officers during office hours from 9.00 a.m. to 6.00 p.m. (Monday to Friday):

For Registration, logging in and system related:

Mlabs Research Sdn. Bhd.

Name: Mr. Bryan/Mr. Hong
Telephone No: +603-7688 1013
Email: vgm@mlabs.com

For Proxy and other matters:

Boardroom.com Sdn. Bhd.

Name: Ms Jennie Wong / Mr. Rikki Tan
Telephone No: +603-7890 0638
Email: admin.registrar@boardroom.com.my