

icapital.biz Berhad

ICAPITAL.BIZ BERHAD

[Registration No.: 200401036389 (674900-X)]

(Incorporated in Malaysia)

Dear Valued Share Owners,

We refer to the Dividend Policy of icapital.biz Berhad ("ICAP" or "your Fund") announced on 29 September 2023 and the announcements dated 2 October 2023 and 29 November 2023 in relation to the proposed establishment of a Dividend Reinvestment Plan ("Proposed DRP").

The Board of your Fund is pleased to inform you that the Circular to Shareholders in relation to the Proposed DRP has been made available on Bursa Malaysia Securities Berhad's website and your Fund's website at

<https://www.icapital.my/announcement/circulars-prospectus/>

The purpose of the Circular is to provide you with the details of the Proposed DRP and seek your approval for the resolution on the Proposed DRP to be tabled at the Fund's forthcoming Extraordinary General Meeting ("EGM") which will be held virtually at 10.00a.m. on 29 December 2023, Friday. The notice of EGM and the proxy form are enclosed in the Circular.

The printed copy of the Circular dated 14 December 2023 is enclosed together with the Administrative Guide, Flow Charts and Appendices to guide you on the steps to register your attendance and/or appointment of proxy to the virtual EGM. The deadline to register your attendance and/or appointment of proxy is before 10.00a.m. on 27 December 2023, Wednesday.

Should you require any assistance on the above, please contact the Share Registrar of your Fund, Boardroom Share Registrars Sdn. Bhd, during office hours on Mondays to Fridays from 8.30 a.m. to 5.30 p.m. (except on public holidays):

General Line : 603-7890 4700
Fax Number : 603-7890 4670
Email : BSR.Helpdesk@boardroomlimited.com

Thank you for your continued support of icapital.biz Berhad.

Yours faithfully,

Dato' Seri Md Ajib Bin Anuar
Chairman

14 December 2023

Administrative Guide for the Extraordinary General Meeting (“EGM”) of icapital.biz Berhad

Day and Date	: Friday, 29 December 2023
Time	: 10.00 a.m.
Meeting platform	: https://meeting.boardroomlimited.my (Domain Registration No. with MYNIC - D6A357657)
Mode of Communication	: 1) Pose questions to the Board of Directors and/or Fund Manager of the Company via real time submission of typed texts at meeting platform during live streaming of the EGM 2) Submit questions by logging into the Boardroom Smart Investor Portal at https://investor.boardroomlimited.com prior to Meeting 3) Email questions to enquiries@cdam.biz no later than 10.00 a.m. on Wednesday, 20 December 2023

Dear Shareholders,

icapital.biz Berhad (“the Company”) continues to leverage on technology to facilitate meaningful engagement with its shareholders by conducting its EGM virtually through live streaming and online remote voting facilities provided by the Company’s Share Registrar, Boardroom Share Registrars Sdn Bhd. The conduct of a virtual EGM is in line with the Guidance Note and FAQs on the Conduct of General Meetings for Listed Issuers issued by the Securities Commission Malaysia on 7 April 2022. The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 and the Company’s Constitution which require the Chairman of the meeting (“Chairman”) to be present at the main venue of the meeting. Shareholders/Proxy(ies) are not allowed to be physically present and attend the EGM in person at the Broadcast Venue on the day of the EGM of the Company. With the Remote Participation and Voting (“RPV”) facilities, you may exercise your right as a shareholder of the Company to participate (including the right to pose questions to the Board of Directors and/or Fund Manager of the Company) and vote at the EGM. Alternatively, you may also appoint the Chairman of the meeting as your proxy to attend and vote on your behalf at the EGM.

A. Entitlement to Participate in the EGM

In respect of deposited securities, only members whose names appear on the Record of Depositors on 20 December 2023 (General Meeting Record of Depositors) shall be eligible to participate in the meeting or appoint proxy(ies) to participate on his/her behalf.

B. Form(s) of Proxy

If you are unable to attend the EGM, you are encouraged to appoint a proxy or the Chairman of the Meeting as your proxy and indicate the voting instructions in the Proxy Form in accordance with the notes and instructions printed therein.

Please ensure that the original form is deposited with Boardroom Share Registrars Sdn Bhd not less than forty-eight (48) hours before the time appointed for holding the meeting. Details of Boardroom Share Registrars Sdn Bhd can be found in the enquiry section of this document.

Alternatively, you may deposit your proxy form(s) by electronic means through the Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com> (kindly refer to section E below) or email the Proxy Form to BSR.Helpdesk@boardroomlimited.com.

C. Revocation of Proxy

If you have submitted your Form(s) of Proxy and subsequently decide to appoint another person or wish to participate in our electronic EGM yourself, please write in to BSR.Helpdesk@boardroomlimited.com to revoke the earlier appointed proxy forty-eight (48) hours before the meeting.



D. Voting Procedure

Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at the EGM will be conducted by poll. Poll administrators and Independent Scrutineers will be appointed to conduct the polling process and verify the results of the poll respectively.

E. Virtual Meeting Facilities

Procedure	Action
<u>Before the day of the EGM</u>	
1. Register Online with Boardroom Smart Investor Portal (For first time registration only)	[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register. You may proceed to Step 2.] (a) Access website https://investor.boardroomlimited.com (b) Click <<Register>> to sign up as a user. (c) Please select the correct account type i.e. sign up as “Shareholder” or “Corporate Shareholder”.

		<p>(d) Complete the registration with all required information. Upload a softcopy of your or representative's MyKAD/Identification Card (front and back) or Passport.</p> <p>(e) For corporate holder, kindly upload the authorization letter as well. Click "Sign Up".</p> <p>a. You will receive an email from Boardroom for email address verification. Click "Verify Email Address" from the email received to continue with the registration.</p> <p>b. Once your email address is verified, you will be re-directed to Boardroom Smart Investor Portal for verification of mobile number. Click "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.</p> <p>c. Your registration will be verified and approved within one (1) business day and an email notification will be provided to you.</p>
2.	Submit request for remote participation	<p>Registration for remote access will be opened on 14 December 2023. Please note that the closing time to submit your request is at 10.00 a.m. on 27 December 2023 (48 hours before the commencement of the EGM).</p> <p>Individual Members</p> <p>a. Log in to https://investor.boardroomlimited.com using your user ID and password from Step 1 above.</p> <p>b. Select ICAPITAL.BIZ BERHAD EXTRAORDINARY GENERAL MEETING from the list of Corporate Meetings and click "Enter".</p> <p>c. Click on "Register for RPEV".</p> <p>d. Read and accept the General Terms & Conditions and click "Next".</p> <p>e. Enter your CDS Account Number and thereafter submit your request.</p> <p>Appointment of Proxy</p> <p>a. Log in to https://investor.boardroomlimited.com using your user ID and password from Step 1 above.</p> <p>b. Select ICAPITAL.BIZ BERHAD EXTRAORDINARY GENERAL MEETING from the list of Corporate Meetings and click "Enter".</p> <p>c. Click on "Submit eProxy Form".</p> <p>d. Read and accept the General Terms and Conditions by clicking "Next".</p> <p>e. Enter your CDS Account Number and number of securities held. Select your proxy – either the Chairman of the meeting or individual named proxy(ies) and enter the required particulars of your proxy(ies).</p> <p>f. Indicate your voting instructions – FOR or AGAINST or ABSTAIN. If you wish to have your proxy(ies) to act upon his/her discretion, please indicate DISCRETIONARY.</p> <p>g. Review and confirm your proxy appointment.</p> <p>h. Click "Apply".</p> <p>i. Download or print the eProxy form as acknowledgement.</p> <p>Authorised Nominee and Exempt Authorised Nominee</p> <p>1) Via Email</p> <p>a. Write in to BSR.Helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Certificate of Appointment of Corporate Representative or Form of Proxy to submit the request.</p> <p>b. Please also provide a copy of Corporate Representative's MyKad (Front and Back) in JPEG, PNG or PDF format or Passport as well as his/her email address.</p> <p>2) Via Boardroom Smart Investor Portal</p> <p>c. Login to https://investor.boardroomlimited.com using your user ID and password from Step 1 above.</p> <p>d. Select "ICAPITAL.BIZ BERHAD EXTRAORDINARY GENERAL MEETING" from the list of Meeting Event and click "Enter".</p> <p>e. Click on "Submit eProxy Form".</p> <p>f. Select the company you would like to represent.</p> <p>g. Proceed to download the file format for "Submission of Proxy Form" from the investor portal.</p> <p>h. Prepare the file for the appointment of proxies by inserting the required data.</p> <p>i. Proceed to upload the duly completed proxy appointment file.</p> <p>j. Review and confirm your proxy appointment and click "Submit".</p> <p>k. Download or print the eProxy form as acknowledgement.</p>

3	Email notification	<p>a. You will receive notification(s) from Boardroom that your request(s) has/have been received and is/are being verified.</p> <p>b. Upon system verification against the General Meeting Record of Depositories as at 20 December 2023, you will receive an email from Boardroom either approving or rejecting your registration for remote participation together with the Meeting ID and your remote access user ID and password. You will also be notified in the event your registration is rejected.</p>
On the day of the EGM		
4.	Login to Meeting Platform	<p>a. The Meeting Platform will be open for login one (1) hour before the commencement of the EGM.</p> <p>b. The Meeting Platform can be accessed via one of the following:</p> <ul style="list-style-type: none"> ➤ Scan the QR Code provided in the email notification; or ➤ Navigate to the website at https://meeting.boardroomlimited.my <p>c. Insert the Meeting ID and sign in with the user ID and password provided to you via the email notification in Step 3.</p>
5.	Participate	<p><i>[Note: Please follow the User Guides provided in the confirmation email above to view the live webcast, submit questions and vote.]</i></p> <p>a. If you would like to view the live webcast, select the broadcast icon. </p> <p>b. If you would like to ask a question during the EGM, select the messaging icon. </p> <p>c. Type your message within the chat box and once completed, click the send button.</p>
6.	Voting	<p>a. Once polling 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.</p> <p>b. To vote, select your voting direction from the options provided. A confirmation message will appear to indicate that your vote has been received.</p> <p>c. To change your vote, re-select your voting preference.</p> <p>d. If you wish to cancel your vote, please press "Cancel".</p>
7.	End of Participation	Upon the announcement by the Chairman on the closure of the EGM, the live webcast will end.

F. No Recording or Photography

No recording or photography of the EGM proceedings is allowed without the prior written permission of the Company.

G. Enquiry

If you have any enquiries prior to the EGM, please contact the following during office hours from Monday to Friday (8.30 a.m. to 5.30. p.m.):

Boardroom Share Registrars Sdn. Bhd.

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

General Line : 603-7890 4700

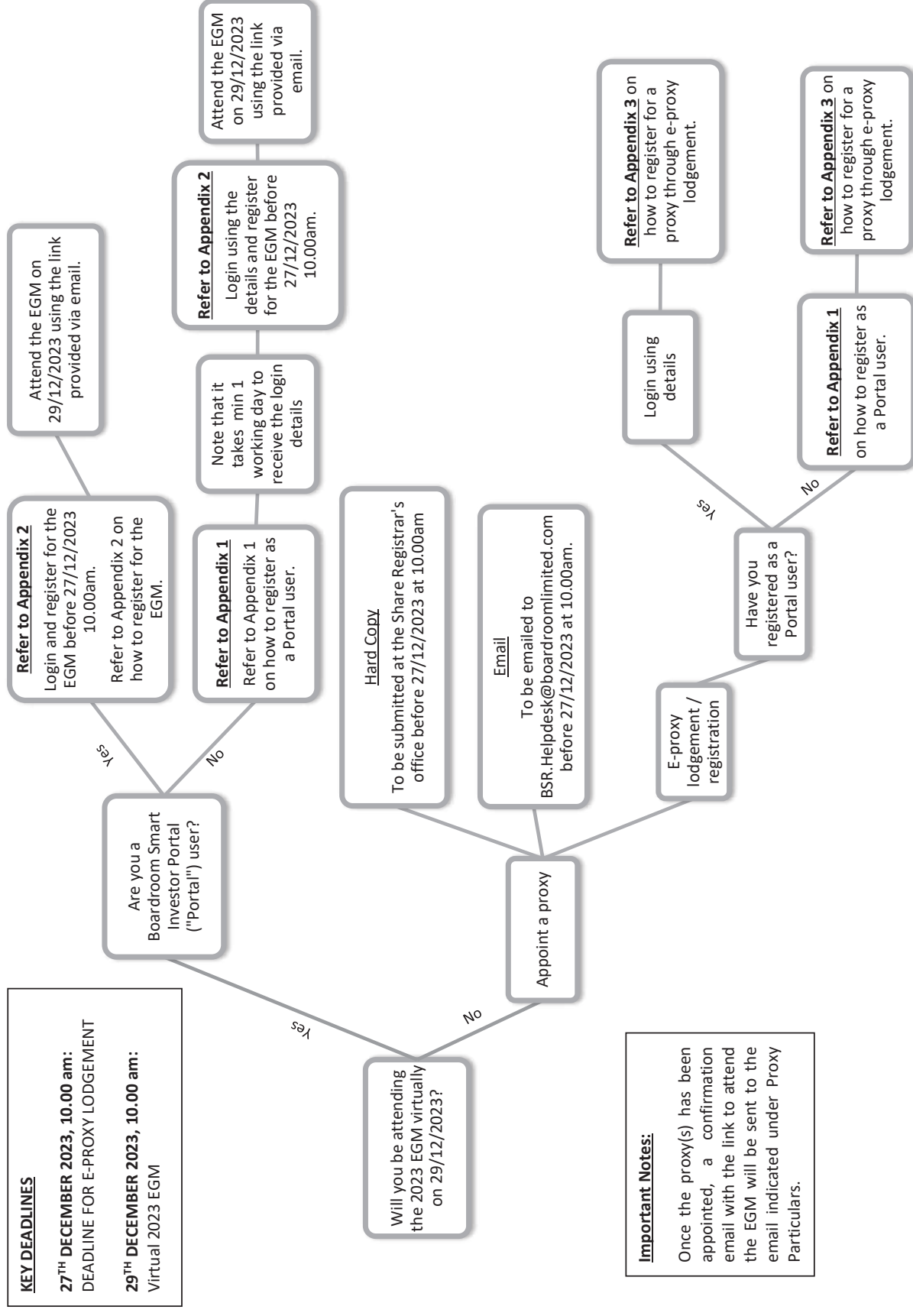
Fax Number : 603-7890 4670

Email : BSR.Helpdesk@boardroomlimited.com

Personal Data Policy

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 has consented to the use of such data for purposes of processing and administration by the Company (or its agents); and to comply with any 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 warranty.

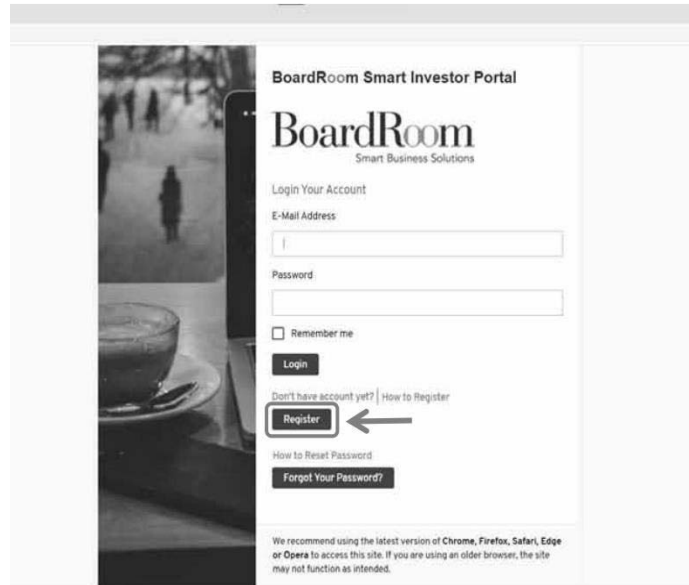
The flowchart below is applicable for share owners who wish to attend capital.biz Berhad's 2023 EGM VIRTUALLY or submit Proxy Forms electronically/email/hardcopy



FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM
VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

APPENDIX 1: USER GUIDE FOR REGISTRATION AS A BOARDROOM SMART INVESTOR PORTAL USER

1. Navigate to <https://investor.boardroomlimited.com/> and click “Register”.



2. Enter your information and upload your identification document then click “Register”.

BoardRoom Smart Investor Portal

Register New Account

Full Name * (as per NRIC or Passport)

Nationality

Police / Armed Forces Personnel

MyKad No.* (NRIC No.)

Old IC No. (for Malaysian born in 1977 or earlier)

Photo of MyKad *- Front View
(jpg, png or pdf - maximum 10MB)

Upload

Photo of MyKad *- Back View
(jpg, png or pdf - maximum 10MB)

Upload

Mobile No.*

E-Mail Address *

Password *

Password must:

- Have 10 or more characters
- Contain alphabet and numeric characters
- Contain at least 1 uppercase letter, special character (e.g. !, @, #, \$, %, ^)

Confirm Password *

By clicking "Register" I agree to Boardroom's Privacy Policy

Register

Already have account? Sign in

We recommend using the latest version of Chrome, Firefox, Safari, Edge or Opera to access this site, if you are using an older browser, the site may not function as intended.

Mandatory

Optional

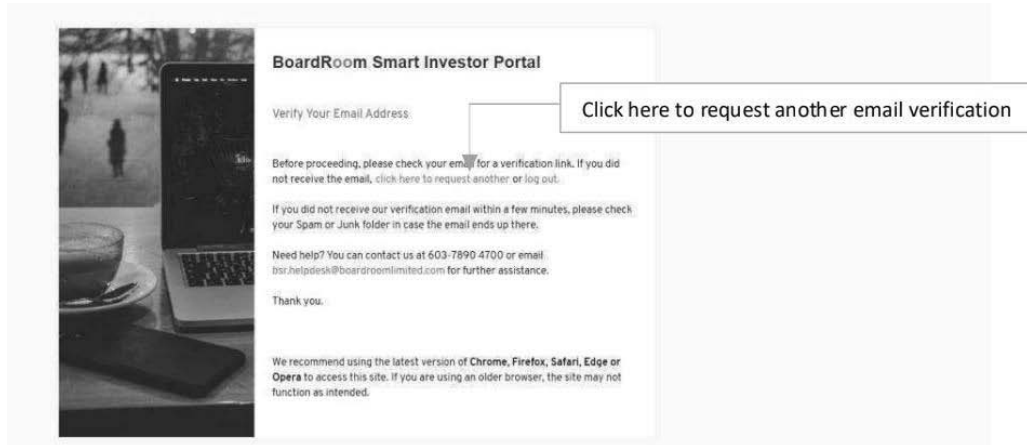
Mandatory

Click here to register

Should you require further inquiry or guidance, you may contact +603-7890 4700.

FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM
VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

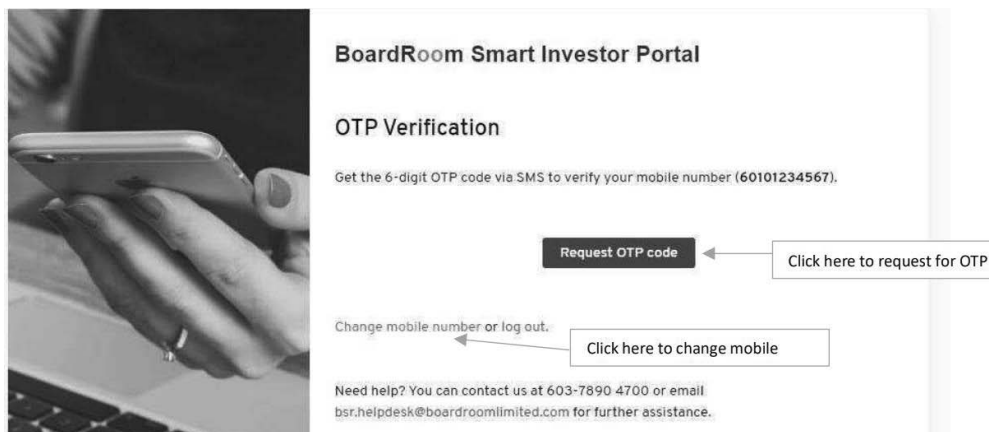
3. Upon register, you will receive an email for verification and redirected to this page. If email is not received, click request another. Do check both your inbox and spam.



4. Check your email for the below notification. Click “Verify email address”.



5. You will be redirected to verify your mobile no. Check if you have the correct mobile number, then request OTP code to proceed.



Should you require further inquiry or guidance, you may contact +603-7890 4700.

FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM
VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

5. Enter you OTP number and click “Enter”.

BoardRoom Smart Investor Portal

OTP Verification

OTP code has been sent to 60101234567 (26 Sep 2021 10:24:02).

Please enter OTP Code

Enter OTP

Verify

Click here after enter OTP

If you did not receive the code, click here to request for another OTP code or log out.

Need help? You can contact us at 603-7890 4700 or email bsr.helpdesk@boardroomlimited.com for further assistance.

6. You had successfully verified your account. Wait for approval from administration. In the meantime, you may edit your profile to update your information.

Waiting for Approval

Thank you for verifying your email address and mobile number.

Your account is pending administrator approval.

The approval process will take 1 working business day (excluding public holiday).

Please log in again for a status update. We appreciate your kind understanding.

For further assistance, kindly email bsr.helpdesk@boardroomlimited.com for more information.

Thank you.

Click here to edit profile

Edit Profile Log Out

7. You will receive an email as below after your account had been approved.

Your Account Has been Approved

BoardRoom Smart Investor MY <donstreply@boardroomlimited.my>
To: [REDACTED]

[CAUTION: This email originated from outside BoardRoom. Do not click links or open attachments unless you recognise the sender and know the content is safe.]

BoardRoom
Smart Business Solutions

Please be informed that your registration with BoardRoom Smart Investor Portal has been approved.

Kindly login with your e-mail address by clicking [here](#) to access the following services and proceed to apply to access respective counter before the closing date of registration:-

- E-proxy Lodgement
- Registration for Virtual Meeting
- And other services

Should you require any clarification in relation to BoardRoom Smart Investor Portal, please contact us at 603-7890 4700 or email bsr.helpdesk@boardroomlimited.com for further assistance.

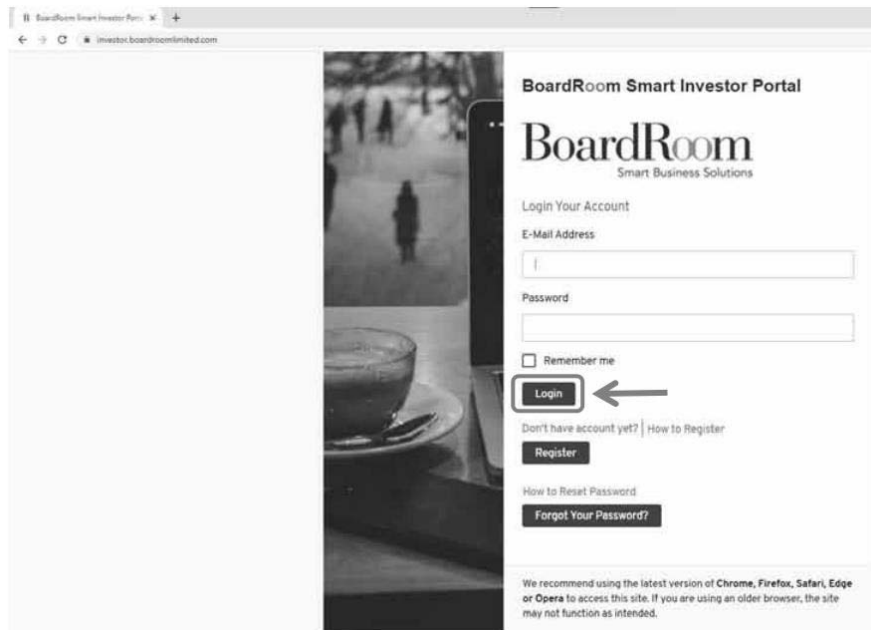
Should you require further inquiry or guidance, you may contact +603-7890 4700.

FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM
VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

APPENDIX 2: USER GUIDE FOR REGISTRATION FOR VIRTUAL EXTRAORDINARY GENERAL MEETING

Log in page

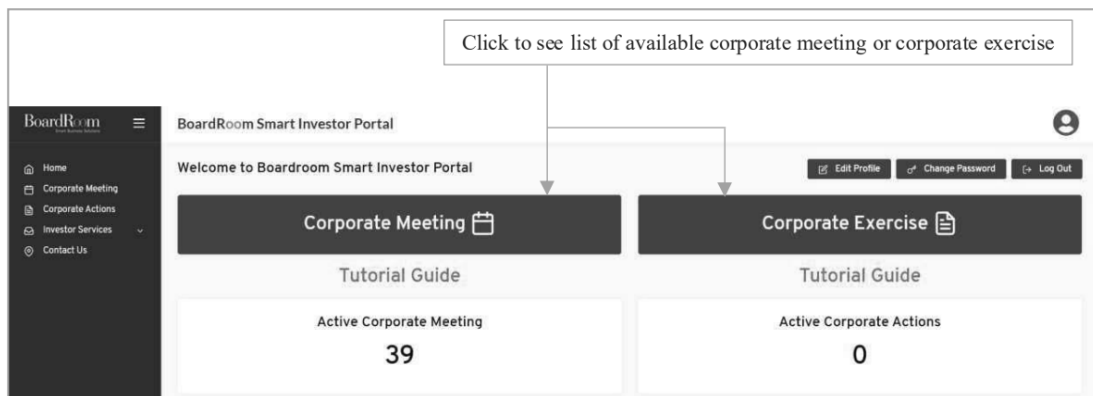
Navigate to boardroomlimited.my. Key in your email address and password to log in.



The screenshot shows the BoardRoom Smart Investor Portal login page. The page has a header with the BoardRoom logo and the text 'Smart Business Solutions'. Below the header, there is a 'Login Your Account' section with fields for 'E-Mail Address' and 'Password'. A 'Remember me' checkbox is located below the password field. A 'Login' button is positioned below the 'Remember me' checkbox, with an arrow pointing to it from the right. To the right of the 'Login' button, there are links for 'Don't have account yet?' and 'How to Register'. Below these links is a 'Register' button. Further down, there is a link for 'How to Reset Password' and a 'Forgot Your Password?' button. At the bottom of the page, there is a note: 'We recommend using the latest version of Chrome, Firefox, Safari, Edge or Opera to access this site. If you are using an older browser, the site may not function as intended.'

Dashboard

Upon login, you will be redirected to the dashboard.



The screenshot shows the BoardRoom Smart Investor Portal dashboard. The dashboard has a dark sidebar on the left with a menu containing 'Home', 'Corporate Meeting', 'Corporate Actions', 'Investor Services', and 'Contact Us'. The main content area has a header with the BoardRoom logo and the text 'BoardRoom Smart Investor Portal'. Below the header, there is a 'Welcome to Boardroom Smart Investor Portal' message. To the right of the welcome message, there are links for 'Edit Profile', 'Change Password', and 'Log Out'. Below the welcome message, there are two main sections: 'Corporate Meeting' and 'Corporate Exercise'. Each section has a 'Tutorial Guide' link and a box showing the number of 'Active Corporate Meeting' (39) and 'Active Corporate Actions' (0). A callout box with the text 'Click to see list of available corporate meeting or corporate exercise' has arrows pointing to the 'Corporate Meeting' and 'Corporate Exercise' sections.

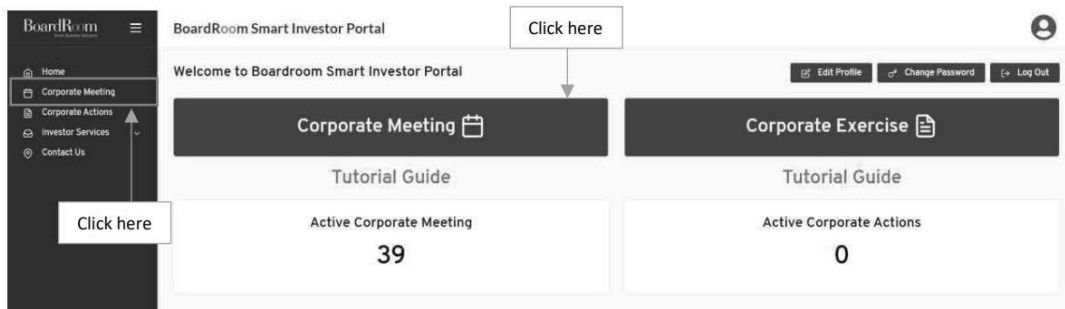
Should you require further inquiry or guidance, you may contact +603-7890 4700.

FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

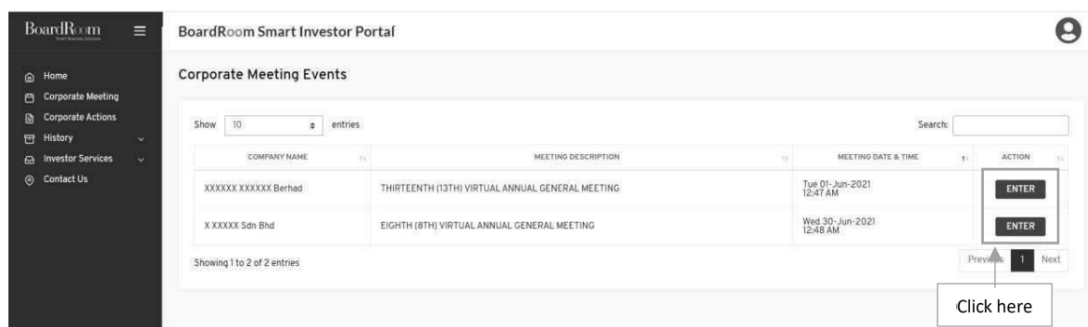
Meeting Details

Meeting list

1. At the dashboard, click Corporate Meeting button at the right panel or Corporate Meeting at the side bar to see the list of corporate meetings.

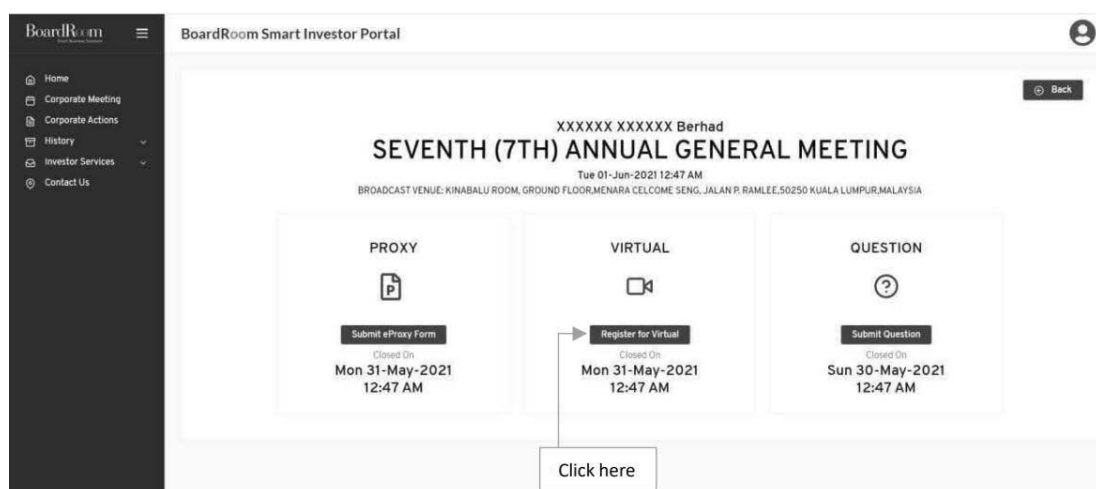


2. Click enter for the corporate meeting you wish to apply for.



Registration

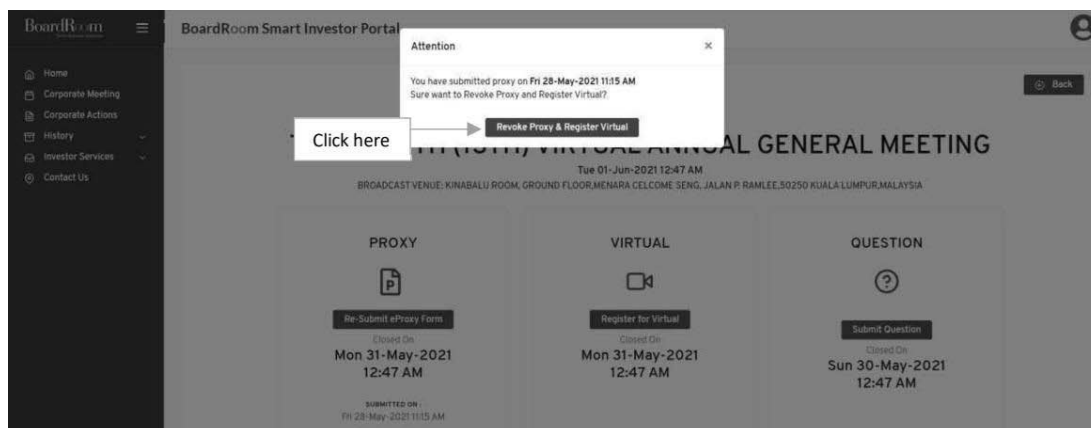
1. Click “Register for virtual” or “Register for physical” to enter registration form page. The steps for both are the same.



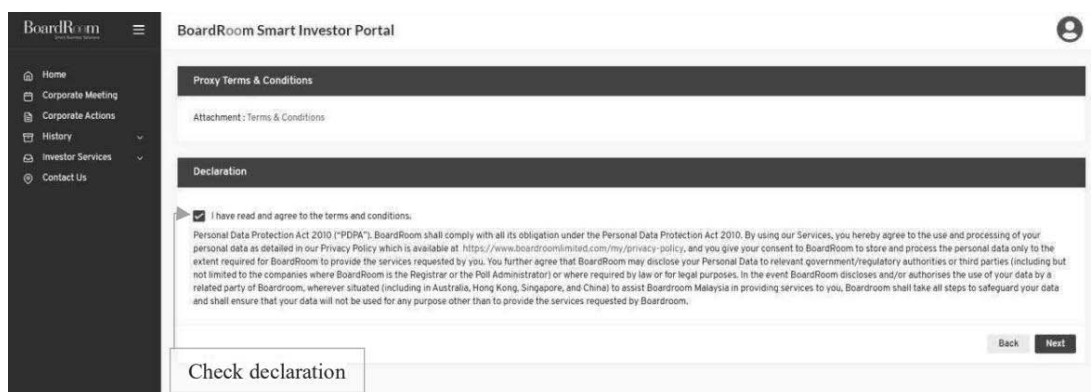
Should you require further inquiry or guidance, you may contact +603-7890 4700.

FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

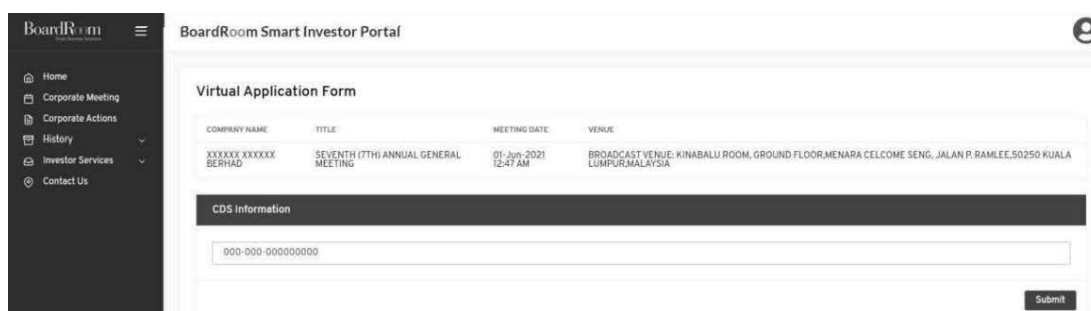
2. Note that if you had already submitted proxy form for this meeting, you will need to click “Revoke Proxy & register virtual” to proceed and vice versa.



3. Check declaration and click “Next” to go to virtual application form.



4. Virtual Application Form/ Physical Application Form



- Enter your CDS account number.
- Click “Next” to submit your registration

5. Registration for virtual meeting can only be submitted once. You may view the submitted registration under History> Submission History.

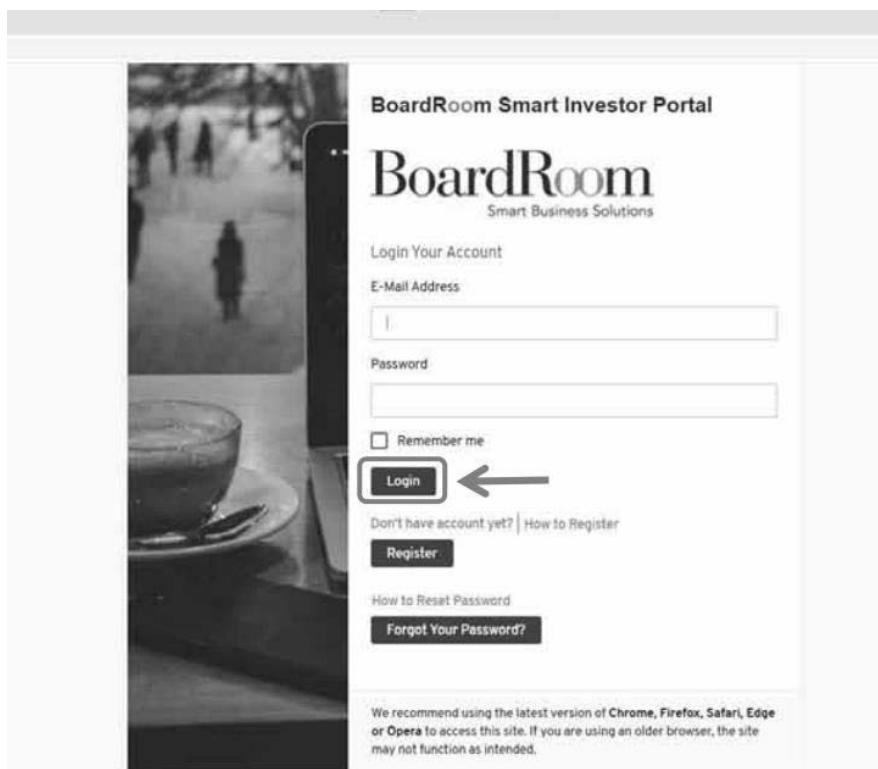
Should you require further inquiry or guidance, you may contact +603-7890 4700.

FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM
VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

APPENDIX 3: USER GUIDE FOR E-PROXY REGISTRATION

Log in page

Navigate to boardroomlimited.my. Key in your email address and password to log in.



BoardRoom Smart Investor Portal

BoardRoom
Smart Business Solutions

Login Your Account

E-Mail Address

Password

☐ Remember me

Login

Don't have account yet? | [How to Register](#)

Register

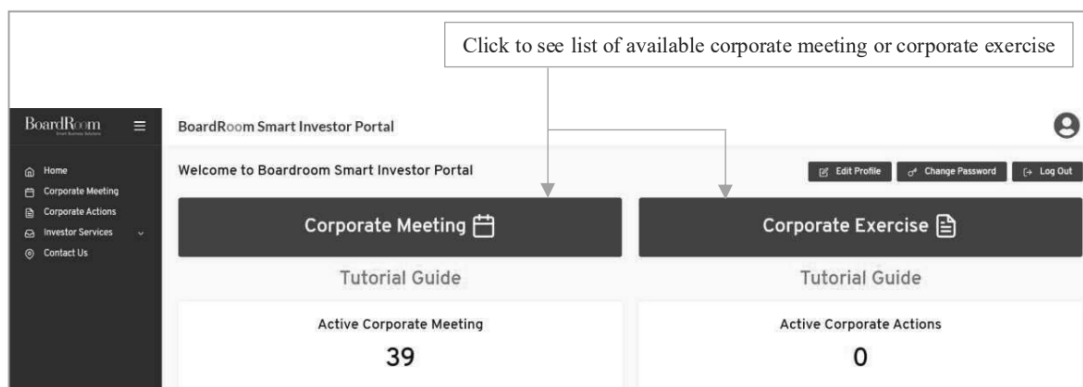
[How to Reset Password](#)

Forgot Your Password?

We recommend using the latest version of Chrome, Firefox, Safari, Edge or Opera to access this site. If you are using an older browser, the site may not function as intended.

Dashboard

Upon login, you will be redirected to the dashboard.



BoardRoom Smart Investor Portal

Welcome to Boardroom Smart Investor Portal

[Edit Profile](#) [Change Password](#) [Log Out](#)

Corporate Meeting

Tutorial Guide

Active Corporate Meeting

39

Corporate Exercise

Tutorial Guide

Active Corporate Actions

0

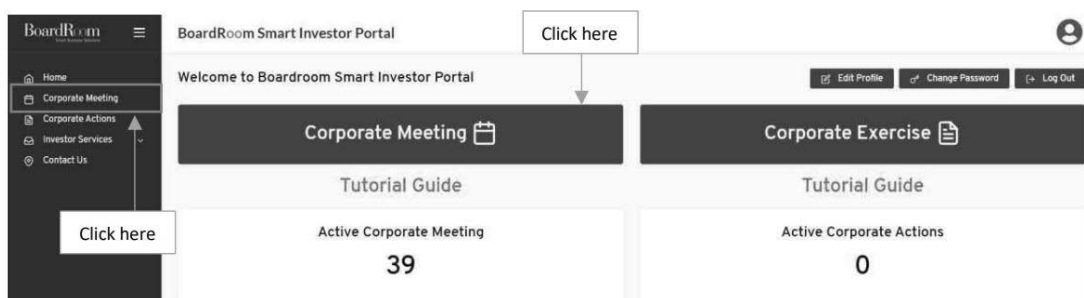
Should you require further inquiry or guidance, you may contact +603-7890 4700.

FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

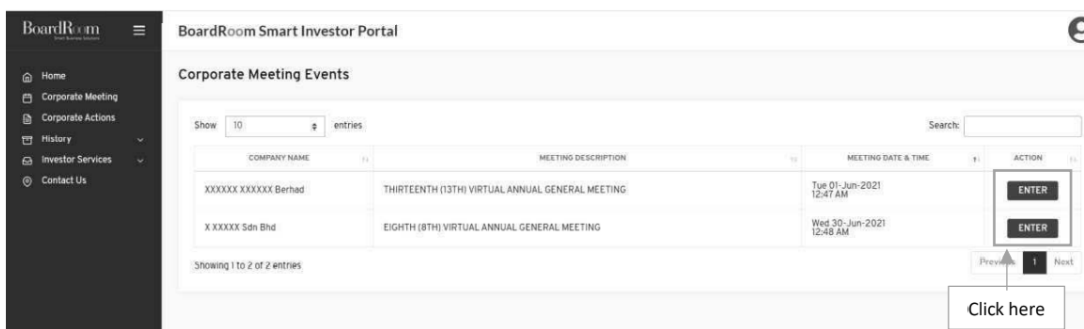
Meeting Details

Meeting list

1. At the dashboard, click Corporate Meeting button at the right panel or Corporate Meeting at the side bar to see the list of corporate meetings.

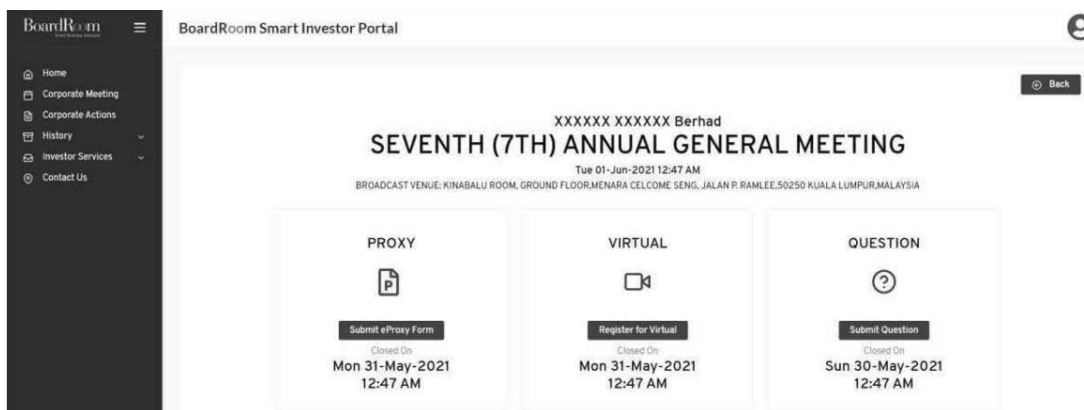


2. Click enter for the corporate meeting you wish to apply for.



Submit Proxy

1. Upon clicking “Enter” button for a meeting, you will be redirected to this page. Click Submit proxy form.



Should you require further inquiry or guidance, you may contact +603-7890 4700.

FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

2. Check declaration and click “Next” to go to proxy application form.

The screenshot shows the 'BoardRoom Smart Investor Portal' interface. On the left is a dark sidebar with navigation links: Home, Corporate Meeting, Corporate Actions, History, Investor Services, and Contact Us. The main content area is titled 'BoardRoom Smart Investor Portal' and contains a 'Proxy Terms & Conditions' section with an attachment link. Below this is a 'Declaration' section with a checkbox labeled 'I have read and agree to the terms and conditions.' and a paragraph of legal text. At the bottom right of the declaration section are 'Back' and 'Next' buttons. A callout box labeled 'Check declaration' points to the declaration section.

3. Proxy application form

The screenshot shows the 'Proxy Application Form' in the 'BoardRoom Smart Investor Portal'. The form includes fields for 'COMPANY NAME' (XXXXXX XXXXXX BERHAD), 'TITLE' (SEVENTH (7TH) ANNUAL GENERAL MEETING), 'MEETING DATE' (01-Jun-2021 12:47 AM), and 'VENUE' (BROADCAST VENUE: KINABALU ROOM, GROUND FLOOR, MENARA CELCOM SENG, JALAN P. RAMLEE, 50250 KUALA LUMPUR, MALAYSIA). Below these is a 'CDS Information' section with two input fields for account numbers. A section for appointing proxies has two radio buttons: 'The chairman of the meeting as my proxy' (labeled 'b') and 'Appoint Proxies' (which is selected and labeled 'c'). Under 'Appoint Proxies' is a checkbox for 'Or failing him/her, the chairman of the meeting as proxy'. At the bottom right are 'Back' and 'Next' buttons. Callouts 'a', 'b', and 'c' are placed near the CDS fields, the chairman option, and the 'Appoint Proxies' option respectively.

- a. Enter your CDS account number and share units hold.
- b. Choose to have chairman as appoint or appoint proxies.
- c. Click “Next”

4. Proxy Particulars. If you are appointing proxies, fill in the form as below:

The screenshot shows the 'Proxy Particular' form in the 'BoardRoom Smart Investor Portal'. The header section displays 'XXXXXX XXXXXX Berhad SEVENTH (7TH) ANNUAL GENERAL MEETING' and the meeting details. The form includes a table for entering proxy details with columns for Proxy Name, Type, Proxy NRIC, Phone, Email, and Shares. Two proxy entries are shown: 'PERSON ONE' with 2000 shares and 'PERSON TWO' with 8000 shares. A 'Total Shares: 10000' summary is at the bottom right. A callout box labeled 'Enter proxy particulars here, with minimum of one proxy' points to the proxy table. At the bottom right are 'Back' and 'Next' buttons, with a 'Click to proceed' callout pointing to the 'Next' button. The footer shows 'Copyright © 2021 BoardRoom Limited, v2.4.7'.

Should you require further inquiry or guidance, you may contact +603-7890 4700.

FOR SHARE OWNERS WHO WISH TO ATTEND ICAPITAL.BIZ BERHAD 2023 EGM
VIRTUALLY OR SUBMIT PROXY FORMS ELECTRONICALLY

- a. Enter particulars of proxies and with the share distribution.
- b. Click “Next” to indicate vote for each resolution.

5. Proxy votes

The screenshot displays the BoardRoom Smart Investor Portal at the URL investor.boardroomlimited.com/proxy/vote. The interface includes a left-hand navigation menu with links to Home, Corporate Meeting, Corporate Actions, History, Investor Services, and Contact Us. The main content area is titled 'MY PROXY(S) IS/ARE TO VOTE AS INDICATED BELOW:' and features a table for voting on resolutions. Above the table, there are four buttons: 'FOR ALL', 'AGAINST ALL', 'ABSTAIN ALL', and 'DISCRETIONARY ALL'. A tooltip above these buttons reads 'Click button to apply same vote for all resolution'. The table has two sections: 'AGENDA' and 'VOTE'. The 'AGENDA' section lists 'Resolution 1 (Special)' and 'Resolution 2 (Special)'. The 'VOTE' section has columns for 'Q1' and 'Q2'. For each resolution, there are four radio buttons corresponding to the voting options. The 'FOR ALL' button is selected for both resolutions. At the bottom right of the table, there are 'Back' and 'Apply' buttons.

AGENDA	FOR ALL	AGAINST ALL	ABSTAIN ALL	DISCRETIONARY ALL
Resolution 1 (Special)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Q1				
Resolution 2 (Special)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Q2				

- a. Check you vote indication.
- b. Click “Apply” to complete proxy submission.
- c. An email with proxy form attached will be sent to registered email and you may view the submitted proxy under History> Submission History.

6. You can always resubmit your proxy form.

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