



TH PLANTATIONS BERHAD

Registration No. 197201001069 (12696-M)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE

52nd Annual General Meeting

Date	: Wednesday, 6 May 2026
Time	: 10.00 a.m.
Venue	: Pacific Ballroom, Level 2 Seri Pacific Hotel Kuala Lumpur Jalan Putra 50350 Kuala Lumpur

1. MEMBERS ENTITLED TO ATTEND

Only Members whose names appear on the Record of Depositors (“ROD”) as at 28 April 2026 shall be entitled to attend, speak and vote at the 52nd Annual General Meeting (“52nd AGM”).

2. PROXY AND ENTITLEMENT OF PARTICIPATION

- i. If a Member is unable to attend the 52nd AGM in person, the Member may appoint a proxy or proxies, or the Chairman of the Meeting, to attend, speak and vote on his/her behalf by completing and submitting the Proxy Form in accordance with the instructions stated therein.
- ii. A Member of the Company entitled to attend, speak and vote at the 52nd AGM may appoint not more than two (2) proxies to attend, speak and vote on his/her behalf. A proxy may, but need not, be a Member of the Company.
- iii. Where a Member appoints two (2) proxies, the appointment shall not be valid unless the Member specifies the proportion of his/her shareholdings to be represented by each proxy. Each proxy appointed shall represent a minimum of 100 shares.

Where a Member of the Company is an Exempt Authorised Nominee that 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.

- iv. The instrument in appointing a proxy shall be in writing under the hand of the appointer or of his/her attorney duly authorised in writing or, if the appointer is a corporation, either under its Common Seal or under the hand of its officer or attorney duly authorised by the corporation.
- v. The instrument in appointing a proxy may be made in a hard copy form or by electronic means as specified below and must be received by the Company not less than 24 hours before the time set for holding the 52nd AGM or **no later than Tuesday, 5 May 2026 at 10.00 a.m.** or any adjournment thereof, otherwise, the instrument of proxy shall not be treated as valid:

a. Hard Copy

The original signed Proxy Form must be deposited at the Company’s Registered Office at **Tingkat 23, Menara TH Selborn, 153 Jalan Tun Razak, 50400 Kuala Lumpur.**

b. Electronic

The Proxy Form can be electronically lodged/submitted via the Boardroom Smart Investor Portal at **<https://investor.boardroomlimited.com>**.

3. REGISTRATION

- i. Registration will start at 8.00 a.m. and will remain open until the commencement of e-polling or such time as may be determined by the Chairman of the Meeting.
- ii. Please produce your original MyKad/Identification Card or Passport (for foreigners) during registration.
Only the original MyKad/ Identification Card or Passport will be accepted for the purpose of identity verification. Please ensure that you collect your MyKad/ Identification Card or passport thereafter.
- iii. No person will be allowed to register on behalf of another person with the original MyKad/Identification Card or Passport of that other person.
- iv. Upon verification and registration:
 - (a) attendance will be recorded and an identification wristband will be provided at the registration counter;
 - (b) a special QR code will be generated for shareholders and proxies to scan and access to the e-polling system;
 - (c) if you are attending the AGM as a shareholder as well as a proxy, you will be registered once and will only be given one identification wristband; and
 - (d) No person will be allowed to enter the meeting hall without wearing the identification wristband. There will be no replacement in the event that you lose/misplace the identification wristband.
- v. After registration, please proceed to the Pacific Ballroom, Level 2, Seri Pacific Hotel Kuala Lumpur.

4. PARKING

NO parking reimbursement will be provided to the shareholders and proxies as the AGM venue at Seri Pacific Hotel Kuala Lumpur is accessible by public transportation (e.g. bus, LRT, MRT, Grab, etc.). Additionally, any cost incurred in relation to the use of public transportation to attend the AGM will not be reimbursed by the Company.

5. RECORDING OR PHOTOGRAPHY

NO recording or photography of the AGM proceedings is allowed without the prior written permission of the Company.

6. 2025 ANNUAL REPORT, CIRCULAR TO SHAREHOLDERS AND 2025 CORPORATE GOVERNANCE REPORT

The following documents are available at <https://www.thplantations.my>:

1. 2025 Annual Report
2. Circular to Shareholders on the Proposed Renewal of Shareholders' Mandate for Existing Recurrent Related Party Transactions of a Revenue or Trading Nature ("RRPTs") and Proposed New Shareholders' Mandate for Additional RRPTs
3. 2025 Corporate Governance Report
4. Notice of the 52nd AGM, Administrative Guide, Proxy Form and Request Form