

ADMINISTRATIVE GUIDE FOR THE EXTRAORDINARY GENERAL MEETING (“EGM”)

Date : Tuesday, 17 October 2023
Time : 9.30 a.m.
Broadcast Venue : Boardroom, Suite 11.1, Level 11, Menara 1 Dutamas, No. 1, Jalan Dutamas 1, 50480 Kuala Lumpur, Malaysia
Mode of Meeting : Virtual meeting through live streaming via Remote Participation and Voting (“RPV”) Facilities as provided by InsHub Sdn Bhd via Webex Events platform through the link <https://rebrand.ly/FastEnergyEGM>

1. MODE OF MEETING

The Broadcast Venue of the EGM is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016, whereby the main venue of the meeting shall be in Malaysia and the Chairman of the meeting shall be present at the main venue of the meeting. Shareholders/proxy(ies) from the public **WILL NOT BE ALLOWED** to attend the EGM in person at the Broadcast Venue on the day of the meeting.

2. SHAREHOLDERS’ PARTICIPATION AT THE EGM VIA REMOTE PARTICIPATION AND VOTING (“RPV”) FACILITIES

Shareholders are to attend, speak (including posing questions to the Board via real time submission of typed texts) and vote (collectively, “participate”) remotely at the EGM using the RPV facilities via <https://rebrand.ly/FastEnergyEGM>

A shareholder who has appointed a proxy or attorney or authorised representative to participate at this EGM via RPV facilities must request his/her proxy or attorney or authorised representative to register himself/herself for RPV at <https://rebrand.ly/FastEnergyEGM>

We **strongly encourage** you to participate in the EGM via the RPV facilities. You may also consider appointing the Chairman of the Meeting as your proxy to attend and vote on your behalf at the EGM.

Kindly refer to the Procedures for RPV as set out below for the requirements and procedures.

3. PROCEDURES FOR RPV

Please read and follow the requirements and procedures below to engage in remote participation through live streaming and online remote voting at the EGM using the RPV facilities:-

Procedure	Action
BEFORE THE EGM DAY	
<p>(a) Register as a participant in the Virtual EGM</p> 	<ul style="list-style-type: none"> Using your computer, access to the website at https://rebrand.ly/FastEnergyEGM. Click on the REGISTER link to register as a participant for the EGM. If you are using mobile devices, you can also scan the QR code 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. 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).
<p>(b) Submit your online registration to participate at the EGM remotely</p>	<ul style="list-style-type: none"> Registration for the EGM is open from Thursday, 28 September 2023 at 5.00 p.m. and the registration will be closed on Monday, 16 October 2023 at 9.30 a.m. Shareholder(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the EGM to ascertain their eligibility to participate the EGM using the RPV facilities. Clicking on the link will redirect you to the EGM 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 <i>[not applicable to proxy(ies) or corporate representative(s) or attorney(s)]</i>. Kindly fill in the CDS account number and indicate the number of shares you hold. If you have more than one CDS account, please state the CDS account number and indicate the number of shares held separately with a comma (,). Read and agree to the Terms & Conditions and confirm the Declaration. Please review your registration and ensure all information given is accurate before you proceed to click SUBMIT to register for your remote participation. Failure to do so will result in your registration being rejected. The System will send an e-mail to notify that your registration for remote participation is received and pending verification. After verification of your registration against the Record of Depositors as at 10 October 2023, the system will send you an e-mail after 11 October 2023 to approve or reject your registration for remote participation. <p><i>(Note: Please allow sufficient time for approval of the registration for the RPV.)</i></p>

ON THE DAY OF THE EGM		
(a)	Participating at the Virtual EGM	<ul style="list-style-type: none"> Two reminder e-mails will be sent to your inbox. First reminder will be sent one day before the EGM Day, while the second reminder will be sent an hour before the commencement of the EGM. Click JOIN EVENT in the reminder email for remote participation at the EGM at any time from 8.30 a.m., i.e. an hour before the commencement of the EGM on Tuesday, 17 October 2023 at 9.30 a.m. Please ensure you have downloaded and installed Cisco Webex Meetings application before attending the Virtual EGM.
(b)	Participate through Live Streaming	<ul style="list-style-type: none"> You will be given a short briefing on the RPV facilities. Your microphone will be muted throughout the whole session. If you have any question for the Chairman/ Board of Directors, you may use the Q&A PANEL to transmit your questions. The Chairman/ Board of Directors will endeavour to respond to relevant questions submitted by remote participants during the EGM. If there is time constraint, the responses will be e-mailed to you at the earliest possible, after the meeting. The meeting session will be recorded. Please note that the quality of the live streaming is dependent on the bandwidth and stability of the internal connection at your location.
(c)	Online Remote Voting	<ul style="list-style-type: none"> The Chairman of the Meeting will announce the commencement of the voting session and the end of the voting session of the EGM. 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 that are tabled for voting within the given time frame. Confirm and click the SUBMIT button upon completion to submit your votes. The decision of votes cannot be changed once it is submitted.
(d)	End of remote participation	<ul style="list-style-type: none"> Upon the announcement by the Chairman on the closure of the EGM, the live streaming will end.

4. REVOCATION OF PROXY

Please note that if a Shareholder has submitted his/her Proxy Form prior to the EGM and subsequently decides to personally participate in the EGM via RPV facilities, the Shareholder must contact the Company's Poll Administrator to revoke the appointment of his/her proxy no later than **Sunday, 15 October 2023 at 9.30 a.m.**

5. VOTING AT MEETING

The voting at the EGM will be conducted on a poll in accordance with Rule 8.31A of the ACE Market Listing Requirements of Bursa Malaysia Securities Berhad ("Bursa Malaysia"). The Company has appointed ShareWorks Sdn Bhd ("ShareWorks") as the Poll Administrator to conduct the poll voting electronically and SharePolls 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 and submit your votes at any time from the commencement of the voting session announced by the Chairman of the Meeting. Kindly refer to the "**Procedures for RPV**" provided above for guidance on how to vote remotely via the RPV facilities. The Scrutineers will verify and announce the poll results

followed by the Chairman's declaration whether the resolution tabled for voting is duly passed or otherwise.

6. RESULTS OF THE VOTING

The resolutions proposed at the EGM and the results of the voting for the same will be announced at the EGM and subsequently via an announcement made by the Company through Bursa Malaysia at www.bursamalaysia.com.

7. NO RECORDING OR PHOTOGRAPHY

By participating at the EGM, you agree that no part of the EGM proceedings may be recorded, photographed, stored in any retrieval systems, reproduced, transmitted or uploaded in any form, platform or social media or by any means whether it is mechanical, electrical, photocopying, recording or otherwise without the prior written consent of the Company. The Company reserves the rights to take appropriate legal actions against anyone who violates this rule.

8. NO DOOR GIFT/ FOOD PACKS/ ANY VOUCHER

There will be NO distribution of door gifts or food packs or any vouchers.

9. ENQUIRY

If you have any enquiries on the above, please contact the following designated persons during office hours on Mondays to Fridays from 9:00 a.m. to 5:30 p.m. (except on public holidays):-

(i) For Registration, logging in and system related:

Name : Ms Eris/ Ms Jey
Contact No. : 03-7688 1013
Email : vgm@mlabs.com

(ii) For Proxy Form and other matters:

Name : En Taufiq / Mr Kou
Contact No. : 03-6201 1120
Email : ir@shareworks.com.my