

ADMINISTRATIVE DETAILS

14TH ANNUAL GENERAL MEETING OF MR D.I.Y. GROUP (M) BERHAD



Date

Thursday, 5 June 2025



Time

2.00 p.m.



Venue

Auditorium, Level 3A,
Connexion Conference & Event Centre, Nexus,
Bangsar South City,
No. 7, Jalan Kerinchi,
59200 Kuala Lumpur

1. MODE OF MEETING

- The 14th Annual General Meeting (“AGM”) of the Company will be held physically at the venue as mentioned above.

2. GENERAL MEETING RECORD OF DEPOSITORS (“ROD”)

- Only shareholders whose names appear on the ROD as at **28 May 2025** shall be entitled to attend, speak and vote at this AGM or appoint proxy(ies) to attend and/or vote on his/her behalf.

3. APPOINTMENT OF PROXY OR ATTORNEY OR CORPORATE REPRESENTATIVE

- If you are unable to attend the 14th AGM, you may appoint not more than two (2) proxies to attend and vote at the 14th AGM. There is no limit to the number of proxies which an Exempt Authorised Nominee may appoint for each Omnibus Account.
- Kindly submit the duly executed proxy forms in a hard copy form or by electronic means to Tricor Investor & Issuing House Services Sdn Bhd no later than **Wednesday, 4 June 2025 at 2:00 p.m.** in the following manner:

(i) **In hard copy form**

The hard copy proxy form must be deposited with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn Bhd, Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.

(ii) **By electronic form**

The proxy form can be electronically lodged with the Share Registrar of the Company via TIIH Online at <https://tiih.online>. Kindly refer to the procedures for Electronic Lodgement of Proxy Form under item 4 below.

- Please ensure ALL the particulars as required in the proxy form are completed, signed and dated accordingly.
- Representatives of corporate shareholders (corporate representatives) or Attorneys appointed by power of attorney must be deposited their **ORIGINAL** certificate of appointment of corporate representative/power of attorney to the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd., Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia not later than **Wednesday, 4 June 2025 at 2.00 p.m.** to attend the 14th AGM of the Company.
- A copy of the power of attorney may be accepted provided that it is certified notarially and/or in accordance with the applicable legal requirements in the relevant jurisdiction in which it is executed.
- The certificate of appointment of corporate representative should be executed in the following manner:
 - (i) If the corporate member has a common seal, the certificate of appointment should be executed under seal in accordance with the constitution of the corporate member.
 - (ii) If the corporate member does not have a common seal, the certificate of appointment should be affixed with the rubber stamp of the corporate member (if any) and executed by:
 - a) at least two (2) authorised officers, of whom one shall be a director; or
 - b) any director and/or authorised officers in accordance with the laws of the country under which the corporate member is incorporated.

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4. ELECTRONIC LODGEMENT OF PROXY FORM

The procedures to lodge proxy form electronically via Tricor's TIH online website are summarised below:-

Procedure	Action
i. Steps for Individual Members	
(a) Register as a User with Tricor's TIH Online website	<ul style="list-style-type: none"> Using your computer, please access the website at https://tiah.online. Register as a user under the "e-Services". Please do refer to the tutorial guide posted on the homepage for assistance. Registration will be verified and you will be notified by email within one (1) to two (2) working days. Proceed to activate your account with the temporary password given in the email and re-set your own password. If you are already a user with TIH Online, you are not required to register again.
(b) Proceed with submission of Form of Proxy	<ul style="list-style-type: none"> Login to Tricor's TIH online website at https://tiah.online with your username (i.e. email address) and password. Select the corporate event: "MDGM 14th AGM – Submission of Proxy Form". Read and agree to the Terms & Conditions and confirm the Declaration. Insert your Central Depository System (CDS) account number and indicate the number of shares for your proxy(ies) to vote on your behalf. Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote. Review and confirm your proxy(ies) appointment. Print Form of Proxy for your record.
ii. Steps for Corporation or Institutional Members	
(a) Register as an User with Tricor's TIH Online website	<ul style="list-style-type: none"> Access TIH online at https://tiah.online Under e-Services, the authorised or nominated representative of the corporation or institutional member selects "Create Account by Representative of Corporate Holder". Complete the registration form and upload the required documents. Registration will be verified, and you will be notified by email within one (1) to two (2) working days. Proceed to activate your account with the temporary password given in the email and re-set your own password. <p><i>(Note: The representative of a corporation or institutional member must register as a user in accordance with the above steps before he/she can subscribe to this corporate member electronic proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.)</i></p>
(b) Proceed with submission of Form of Proxy	<ul style="list-style-type: none"> Login to Tricor's TIH online website at https://tiah.online with your username (i.e. email address) and password. Select the corporate event: "MDGM 14th AGM – Submission of Proxy Form". Read and agree to the Terms & Conditions and confirm the Declaration. Proceed to download the file format for "Submission of Proxy Form" in accordance with the Guidance Note set therein. Prepare the file for the appointment of proxies by inserting the required data. Proceed to upload the duly completed proxy appointment file. Select "Submit" to complete your submission. Print the confirmation report of your submission for your record.

5. POLL VOTING

- The voting at the 14th AGM of the Company will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad.
- Shareholders can proceed to vote on the resolutions at any time from the commencement of the 14th AGM at 2.00 p.m. but before the end of the voting session, which will be announced by the Chairman of the 14th AGM.
- Upon completion of the voting session for the 14th AGM, the Scrutineers will verify and announce the poll results followed by the Chairman's declaration whether the resolutions are duly passed.
- The Company has appointed Tricor Investor & Issuing House Services Sdn Bhd as Poll Administrator to conduct the poll by way of electronic voting (e-voting) and Ascendserv Capital Markets Services Sdn Bhd as scrutineers to verify the poll results.

6. RECORDING OR PHOTOGRAPHY

- **Strictly no unauthorised recording or photography** of the proceedings of the 14th AGM is allowed.

7. PARKING

- You are advised to park your vehicle at the car park of Connexion Conference & Event Centre. All attendees are entitled to a flat parking rate of RM7.00 upon validation at the Conceirge Office located near the centre lift landing at Level 3A. Please take note it is a cashless/ ticketless parking and payment could be made by Visa, Master or TnG card.

8. REGISTRATION

- Registration will start at 1.00 p.m. at the foyer of Auditorium, Level 3A, Connexion Conference & Event Centre, Nexus, Bangsar South City, No. 7, Jalan Kerinchi, 59200 Kuala Lumpur, and will end at a time as directed by the Chairman of the meeting.
- Please produce your original Identity Card ("IC") to the registration clerks for verification and please make sure you collect your IC thereafter.
- Upon registration, you will be given an identification tag which has personalised passcode, so please retain the same for entry to Auditorium and for voting at the 14th AGM of the Company. There will be no replacement in the event that you lose or misplace your identification tag.
- If you have any enquiry, please proceed to the Help Desk located next to the registration counters at the foyer of Auditorium, Level 3A, Connexion Conference & Event Centre, Nexus.
- No door gift will be provided as general meeting is an important platform for Directors and Senior Management to engage shareholders to facilitate greater understanding of the Company's business and performance.

9. ENQUIRY COUNTER

- Please proceed to the Enquiry Counter located at the foyer of the Auditorium, Level 3A, Connexion Conference & Event Centre, Nexus for any enquiry related to products and services in the retail stores of the Company.

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10. INTEGRATED REPORT AND CIRCULAR TO SHAREHOLDER

- The following documents are available for downloading from our corporate website at www.mrdiy.com or by scanning the QR code:

- (i) Integrated Report 2024
- (ii) Circular to Shareholders
- (iii) Corporate Governance Report 2024
- (iv) Sustainability Report 2024
- (v) Notice of the 14th AGM
- (vi) Proxy Form
- (vii) Administrative Details



SCAN HERE

- To support green environment, we encourage shareholders to refer to the electronic copy of the abovementioned documents. You may request for a printed copy of the abovementioned documents at <http://tiih.online> by selecting “Request for Integrated Report/Circular” under the “Investore Services” or through telephone/email to our Share Registrar, Tricor Investor & Issuing House Services Sdn. Bhd. as given below.

11. ENQUIRY

- If you have any enquiries on the above, please contact the following persons during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.

General Line : +603-2783 9299
Fax Number : +603-2783 9222
Email : is.enquiry@my.tricorglobal.com
Contact persons : Mr. Jake Too : +603-2783 9285
En. Aiman : +603-2783 9262

12. LOCATION MAP TO AGM VENUE

- Auditorium, Level 3A, Connexion Conference & Event Centre, Nexus, Bangsar South City No. 7, Jalan Kerinchi, 59200 Kuala Lumpur

