



METRO HEALTHCARE BERHAD

201001021746 (905516-M)

(Incorporated in Malaysia)

ADMINISTRATIVE NOTES FOR THE FOURTEENTH ANNUAL GENERAL MEETING OF METRO HEALTHCARE BERHAD (“METRO” OR “COMPANY”) (“14TH AGM” OR “MEETING”)

Date	Time	Venue
1 April 2024, Monday	2:30 p.m.	Conference Room, First Floor, No. 36-38, Jalan Pasar, 41400 Klang, Selangor Darul Ehsan

In the interest of public health including the well-being of our members, members must cooperate with the following precautionary measures put in place by our Company should our members or proxies wish to attend the Meeting in person. Your safety and health are our Company’s top priority.

Public Health Precautions and Preventive Measures

- (a) Members or proxies are required to sanitise their hands and wear a face mask before entering the meeting room and throughout the 14th AGM.
- (b) Members or proxies are advised to observe/maintain social distancing from each other throughout the Meeting.
- (c) Members or proxies are advised to arrive early at the Meeting venue given that the above-mentioned precautionary measures may cause a delay in the registration process.
- (d) **NO door gift** will be provided to the members or proxies at the Meeting venue.
- (e) The Company will closely monitor the situation and reserve the right to take further measures or short-notice arrangements as and when appropriate in order to minimise any risk to the Meeting.

Recording/Photography

By participating in this 14th AGM, you agree that no part of the Meeting 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, electronic, photocopying, recording or otherwise without the prior written consent of the Company. The Company reserves the right to take appropriate legal actions against anyone who violates this rule.

Appointment of Proxy(ies)

- (a) The date of Record of Depositors for the 14th AGM is 25 March 2024. As such, only members whose names appear in the Company’s Record of Depositors as at 25 March 2024 shall be entitled to present and vote at the 14th AGM.
- (b) Members are encouraged to appoint the Chairman of the Meeting (or any other person) to act as a proxy to attend and vote at the Meeting on their behalf by submitting the proxy form with predetermined voting instructions.

(c) To be valid, the instrument appointing a proxy may be made in a hard copy form or by an electronic form in the following manner and must be received by the Company not less than forty-eight (48) hours before the time for holding the Meeting or adjourned meeting:-

(i) In hard copy form

In the case of an appointment made in hard copy form, the proxy form must be deposited at the Share Registrar of the Company situated at Level 15-2, Bangunan Faber Imperial Court, Jalan Sultan Ismail, 50250 Kuala Lumpur.

For corporate shareholder / nominee accounts, please execute proxy form.

(ii) By electronic form

The proxy form can be emailed to mega-sharereg@megacorp.com.my.

ENQUIRY

If you have any enquiries relating to this Administrative Notes, please contact our Share Registrar, Mega Corporate Services Sdn. Bhd. during office hours, Mondays to Fridays (except public holiday), from 9:00 a.m. to 5:00 p.m.

Mega Corporate Services Sdn. Bhd.

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