



TONG HERR RESOURCES BERHAD
Registration No. 199701016642 (432139-W)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE TO SHAREHOLDERS OF TONG HERR RESOURCES BERHAD (“TONG HERR” OR THE “COMPANY”) FOR THE EXTRAORDINARY GENERAL MEETING (“EGM” OR “MEETING”)

REGISTRATION ON THE DAY OF THE EGM

- The registration counter starts at 1.30 p.m. on Tuesday, 3 November 2026 and will open until the conclusion of the EGM or such time may be determined by the Chairman of the Meeting.
- Shareholders or proxies are requested to produce their original MyKAD or Passport (for non-Malaysians) to the registration staff for verification purposes. Please ensure the original MyKAD or Passport is returned to you thereafter. Please take note that no person is permitted to register on behalf of another individual, even if in possession of the original MyKAD or Passport of that individual.
- Upon verification, shareholders or proxies will also be given the identification wristbands for voting purposes. No person will be allowed to enter the meeting hall without the identification wristband. There will be no replacement for the identification wristband if it is lost or misplaced.

ENTITLEMENT TO PARTICIPATE IN THE EGM

- Only members whose names appear in the Record of Depositors of our Company as at 27 October 2026 shall be entitled to attend the EGM or appoint proxy(ies) to attend on his/her behalf.

CORPORATE MEMBERS

- Corporate members who wish to appoint corporate representative(s) in lieu of appointing a proxy, are required to deposit their original or duly certified Certificate of Appointment of Corporate Representative with Vistra Investor & Issuing House Services Sdn. Bhd. (“**VIIH**” or “**Share Registrar**”) on or before the EGM. Such document may be lodged physically or submitted electronically in accordance with the instructions prescribed by VIIH from time to time.
- Attorneys appointed under a power of attorney are required to deposit the original power of attorney with VIIH not later than 2.30 p.m. on Sunday, 1 November 2026, in order to attend and vote at the EGM.

LODGEMENT OF FORM OF PROXY

If you wish to participate in the EGM yourself, please do not submit any Form of Proxy for the EGM. You will not be allowed to participate in the EGM together with a proxy appointed by you. Accordingly, the appointment of proxy may be made in hard copy form or by electronic form in the following manner and must be received by the Company at least forty-eight (48) hours before the time appointed for holding the EGM or any adjournment thereof, otherwise the Form of Proxy shall not be treated as valid:

In hard copy form

In case of an appointment made in hard copy form, the proxy form must be deposited at the Share Registrar's office at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur or alternatively, to be deposited in the drop-in box provided at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur.

By electronic form

You may also submit or lodge the Form of Proxy electronically via Vistra Share Registry Portal (“**The Portal**”) at <https://srmy.vistra.com> and the steps to submit are summarised below:

PROCEDURES FOR ELECTRONIC SUBMISSION OF FORM OF PROXY

Procedure	Action
i. Steps for Individual Shareholders	
Register as a User with The Portal	- Visit the website at https://srmy.vistra.com. - Click "Register" and select "Individual Holder" and complete the New User Registration Form. - For guidance, you may refer to the tutorial guide available on the homepage. - Once registration is completed, you will receive an email notification to verify your registered email address. - After verification, your registration will be reviewed and approved within one (1) working day. A confirmation email will be sent once approved. - Once you receive the confirmation, activate your account by creating your password. <i>If you are already a user with VIIH Online, you are not required to register again.</i>
Proceed with submission of form of proxy	- After the release of the Notice of EGM by the Company, login with your username (i.e. email address) and password. - Select the corporate event: “TONG HERR RESOURCES BERHAD EGM” - Navigate to the 3 dots at the end of the corporate event and choose “SUBMISSION OF PROXY FORM”. - Read and agree to the Terms and Conditions and confirm the Declaration. - Insert your CDS account number and indicate the number of shares for your proxy(ies) to vote on your behalf. - Appoint your proxy/proxies and insert the required details of your proxy/proxies or appoint the Chairperson as your proxy. - Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide on your votes. - Review and confirm your proxy(ies) appointment. - Print the form of proxy for your record.
ii. Steps for corporate or institutional shareholders	
Register as a User with The Portal	- Visit the website at https://srmy.vistra.com. - Click "Register" and select "Representative of Corporate Holder" and complete the New User Registration Form. - Complete the registration form with your personal details. - Once registration is completed, you will receive an email notification to verify your registered email address. - After verification, your registration will be reviewed and approved within two (2) working days. A confirmation email will be sent once approved. - Once you receive the confirmation, activate your account by creating your password. Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact Vistra if you need clarifications on the user registration.
Proceed with submission of form of proxy	- Login to https://srmy.vistra.com with your email address and password. - Select the corporate event: “TONG HERR RESOURCES BERHAD EGM”. - Navigate to the icon “>” at the end of the corporate event. - Read and agree to the Terms and Conditions and confirm the Declaration. - Select the corporate holder's name. - Proceed to download the submission file. - Prepare the file for the appointment of proxy(ies) by inserting the required data. - Proceed to upload the duly completed proxy appointment file. - Select “Confirm” to complete your submission. - Print the confirmation report of your submission for your record.

GENERAL MEETING RECORD OF DEPOSITORS

For the purpose of determining who shall be entitled to attend the EGM, the Company will request Bursa Malaysia Depository Sdn. Bhd. to issue a General Meeting Record of Depositors as at 27 October 2026. Only a depositor whose name appears in such Record of Depositors shall be entitled to attend the said meeting.

NO RECORDING OR PHOTOGRAPHY

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

REFRESHMENT AND DOOR GIFT

There will be no distribution of door gift and refreshment during the EGM.

We thank you for your continuous support to the Company.

ENQUIRY

If you have any enquiries on the above, please contact the Share Registrar during office hours on Mondays to Fridays from 8.30 a.m. to 5.30 p.m. (except on public holidays):

Vistra Investor & Issuing House Services Sdn. Bhd.

Registration No. 197101000970 (11324-H)
Unit 32-01, Level 32, Tower A
Vertical Business Suite, Avenue 3,
Bangsar South No. 8, Jalan Kerinchi
59200 Kuala Lumpur, Malaysia

General Line

Nor Faeayzah

Damia Insyirah

Email

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603-2783 9299

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