



## AME ELITE CONSORTIUM BERHAD

Registration No.: 201801030789 (1292815-W)  
(Incorporated in Malaysia)

### Third Annual General Meeting (“3<sup>rd</sup> AGM”)

- Day and Date : Thursday, 26 August 2021
- Time : 10:00 a.m.
- Meeting Platform : <https://meeting.boardroomlimited.my>  
(Domain Registration No. with MYNIC- D6A357657)
- Mode of Communication : 1) Typed text in the Meeting Platform  
2) Shareholders may submit questions in relation to the agenda items prior to the 3<sup>rd</sup> AGM by logging in to the Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com>, by selecting “Corporate Meeting” from main menu and select “AME Elite Consortium Berhad 3<sup>rd</sup> Annual General Meeting” and click “Submit Questions” latest by Monday, 23 August 2021 at 10:00 a.m.
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#### Dear Valued Shareholders,

As a precautionary measure amid COVID-19 outbreak, the Company’s forthcoming 3<sup>rd</sup> AGM will be conducted on a fully virtual basis on our Meeting Platform, as the safety of our members, Directors, staffs and other stakeholders who will participate the AGM is of paramount importance to us.

The conduct of a fully virtual meeting of members or general meeting is in line with the revised Guidance Note and Frequently Asked Questions (“**the Revised Guidance Note and FAQ**”) issued by the Securities Commission Malaysia on 16 July 2021. The Revised Guidance Note and FAQ states that in a fully virtual general meeting, all meeting participants including the Chairperson of the meeting, board members, senior management and shareholders are required to participate in the meeting online. Physical gatherings are prohibited.

According to the Revised Guidance Note and FAQ, an online meeting platform can be recognised as the meeting venue or place under Section 327(2) of the Companies Act 2016 provided that the online platform is located in Malaysia.

In line with the Malaysian Code on Corporate Governance 2017, Practice 12.3, by conducting a virtual AGM, this would facilitate greater shareholder participation as it facilitates electronic voting and remote shareholders’ participation via the Virtual Meeting Facilities. With the Virtual Meeting Facilities, you may exercise your right as a member of the Company to participate (including to pose questions to the Board of Directors and/or Management of the Company) and vote at the AGM. Alternatively, you may also appoint the Chairperson of the Meeting as your proxy to participate and vote on your behalf at the AGM.

Kindly ensure that you are connected to the internet at all times in order to participate and vote when our virtual AGM has commenced. Therefore, it is your responsibility to ensure that connectivity for the duration of the meeting is maintained. Kindly note that the quality of the live webcast is dependent on the bandwidth and stability of the internet connection of the participants.

### **Digital Copies of Annual General Meeting Documents**

In an effort to reduce paper consumption, the following documents are available for download on our website at <http://www.ame-elite.com> or Bursa Malaysia Securities Berhad at <https://www.bursamalaysia.com>.

1. Annual Report 2021
2. Notice of the 3<sup>rd</sup> AGM
3. Form of Proxy
4. Administrative Guide for the 3<sup>rd</sup> AGM
5. Request Form for Annual Report 2021
6. Corporate Governance Report 2021

Should you require a printed copy of the Annual Report 2021, you may submit your request through Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com> via the following steps:

- Step 1 : Register an account
- Step 2 : Select Investor Services from the main venue and click “Request for Annual Report and Circular”
- Step 3 : Select “AME Elite Consortium Berhad” and insert your details prior submit your request.

Alternatively, you may email the duly completed Request Form for Annual Report 2021, as enclosed herewith, to our Share Registrar, Boardroom Share Registrars Sdn Bhd at [bsr.helpdesk@boardroomlimited.com](mailto:bsr.helpdesk@boardroomlimited.com).

If you wish to appoint a proxy to participate and vote on your behalf at the AGM, you may deposit your form of proxy electronically through the Smart Investor Portal by selecting “e-Services”. Please refer to the Administrative Guide for the 3<sup>rd</sup> AGM enclosed herewith for further details.

Should you require any assistance on the above, kindly contact our Share Registrar at 603-7890 4700 or [bsr.helpdesk@boardroomlimited.com](mailto:bsr.helpdesk@boardroomlimited.com).

Thank you.

For and on behalf of the Board

**LEE CHAI**  
GROUP MANAGING DIRECTOR  
28 July 2021



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### Administrative Guide for the Third Annual General Meeting (“3<sup>rd</sup> AGM”)

#### **Entitlement to Participate and Vote at the AGM**

In respect of deposited securities, only members whose names appear on the Record of Depositors on **18 August 2021** (General Meeting Record of Depositors) shall be eligible to participate the meeting or appoint proxy(ies) to participate on his/her behalf.

#### **Form of Proxy**

The instrument appointing a proxy (“**Form of Proxy**”) must be deposited at the Company’s Share Registrar, Boardroom Share Registrars Sdn Bhd (“**Boardroom**”) latest by **10:00 a.m.** on **Tuesday, 24 August 2021**. This Form of Proxy may be deposited with Boardroom in the following manner:

(i) **By electronic means**

Through the Boardroom Smart Investor Portal at <https://investor.boardroomlimited.com> by logging in and selecting “Submit eProxy Form”. (Please refer to Step 2 of Virtual Meeting Facilities below)

(ii) **In hardcopy form**

By hand or post to the office of Boardroom at Ground Floor or 11<sup>th</sup> Floor, Menara Symphony, No. 5 Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, to the extent that is permissible to do so under any relevant movement control orders issued.

#### **Revocation of Proxy**

If you have submitted your Form(s) of Proxy and subsequently decide to appoint another person or you wish to participate in the 3<sup>rd</sup> AGM by yourself, please write to [bsr.helpdesk@boardoomlimited.com](mailto:bsr.helpdesk@boardoomlimited.com) to revoke the appointment of proxy no later than **Tuesday, 24 August 2021** at **10:00 a.m.**, being 48 hours before the 3<sup>rd</sup> AGM.

#### **Voting Procedure**

Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at the AGM will be conducted by poll. The Company has appointed Boardroom Share Registrars Sdn Bhd as Poll Administrator to conduct the poll by way of electronic voting and SKY Corporate Services Sdn Bhd as Independent Scrutineers to verify and validate the poll results.



#### **No Recording or Photography**

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

## Virtual Meeting Facilities

Please follow the following procedures to register, participate and vote remotely:

Procedure	Action
<b>Before the day of the AGM</b>	
1. Register Online with Boardroom Smart Investor Portal (for first time registration only)	<p><i>[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register again. You may proceed to Step 2 to submit your request for Remote Participation User ID and Password.]</i></p> <ol style="list-style-type: none"> <li>Access website <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a>.</li> <li>Click &lt;&lt;Register&gt;&gt; to sign up as a user.</li> <li>Complete registration and upload softcopy of your MyKAD (front and back) or your Passport in JPEG, PNG or PDF format.</li> <li>Please enter a valid email address.</li> <li>Your registration will be verified and approved within one (1) business day and an email notification will be sent to you.</li> </ol>
2. Submit Request for Remote Participation User ID and Password	<p>Registration for remote access will be opened on <b>28 July 2021</b> (date of notice of AGM). Please note that the closing time to submit your request is on <b>Tuesday, 24 August 2021 at 10:00 a.m.</b> (48 hours before the commencement of the AGM).</p> <p><b>Individual Members</b></p> <ol style="list-style-type: none"> <li>Login to <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> using your user ID and password from Step 1 above.</li> <li>Select "AME Elite Consortium Berhad 3<sup>rd</sup> Annual General Meeting" from the list of Corporate Meeting and click "Enter".</li> <li>Click on "Register for RPEV".</li> <li>Read and agree to the General Terms &amp; Condition and enter your CDS account no. and thereafter submit your request.</li> </ol> <p><b>Appointment of Proxy</b></p> <ol style="list-style-type: none"> <li>Login to <a href="https://investor.boardroomlimited.com">https://investor.boardroomlimited.com</a> using your user ID and password from Step 1 above.</li> <li>Select "AME Elite Consortium Berhad 3<sup>rd</sup> Annual General Meeting" from the list of Corporate Meeting and click "Enter".</li> <li>Click on "Submit eProxy Form".</li> <li>Read and accept the General Terms and Conditions and enter your CDS account no. to appoint proxy and insert proxy details and voting instructions.</li> </ol> <p><b>Corporate Shareholders</b></p> <ol style="list-style-type: none"> <li>Write in to <a href="mailto:bsr.helpdesk@boardroomlimited.com">bsr.helpdesk@boardroomlimited.com</a> by providing the name of Member, CDS account no. accompanied with the Certificate of Appointment of Corporate Representative or Form of Proxy to submit the request.</li> <li>Please provide a copy of Corporate Representative's MyKad (Front and Back) or Passport as well as his/her email address.</li> </ol> <p><b>Authorised Nominee and Exempt Authorised Nominee</b></p> <ol style="list-style-type: none"> <li>Write in to <a href="mailto:bsr.helpdesk@boardroomlimited.com">bsr.helpdesk@boardroomlimited.com</a> by providing the name of Member, CDS account no. accompanied with the Form of Proxy to submit the request.</li> <li>Please provide a copy of Corporate Representative's MyKad (Front and Back) or Passport as well as his/her email address.</li> </ol>

3.	Email Notification	<p>a. You will receive notification(s) from Boardroom that your request(s) has been received and is/are being verified.</p> <p>b. Upon system verification against the General Meeting Record of Depositories as at 18 August 2021, you will receive an email from Boardroom either approving or rejecting your registration for remote participation.</p> <p>c. You will receive your remote access user ID and password along with the email from Boardroom if your registration is approved.</p>
<b>On the day of the AGM</b>		
4.	Login to Meeting Platform	<p>a. The Meeting Platform will be open for login <b>one (1) hour</b> before the commencement of the AGM.</p> <p>b. The Meeting Platform can be accessed by navigating to the website at <a href="https://meeting.boardroomlimited.my">https://meeting.boardroomlimited.my</a>.</p> <p>c. Insert the Meeting ID and sign in with the user ID and password provided to you via the email notification in Step 3 above.</p>
5.	Participate through Live	<p><i>[Note: Questions submitted online will be moderated before being sent to the Chairperson to avoid repetition. All questions and messages will be presented with the full name and identity of the participant raising the question.]</i></p> <p>a. If you would like to view the live webcast, select the broadcast  icon.</p> <p>b. If you would like to ask a question during the AGM, select the messaging icon .</p> <p>c. Type your message within the chat box, once completed click the send button.</p>
6.	Online Remote Voting	<p>a. Once voting has been opened, the polling icon will appear with the resolutions and your voting choices.</p> <p>b. To vote simply select your voting direction from the options provided. A confirmation message will appear to show your vote has been received.</p> <p>c. To change your vote, simply select another voting direction.</p> <p>d. If you wish to cancel your vote, please press "Cancel".</p>
7.	End of Remote Participation	Upon the announcement by the Chairperson on the closure of the AGM, the live webcast will end and the Messaging window will be disabled.

### **Enquiry**

If you have any enquiries prior to the AGM, please contact the following during office hours from Monday to Friday (8:30 a.m. to 5:30 p.m.):

#### **Boardroom Share Registrars Sdn Bhd**

Address : 11<sup>th</sup> Floor, Menara Symphony  
No. 5 Jalan Prof. Khoo Kay Kim  
Seksyen 13  
46200 Petaling Jaya  
Selangor Darul Ehsan  
Malaysia

General Line : 603-7890 4700  
Fax No. : 603-7890 4670  
Email : [bsr.helpdesk@boardroomlimited.com](mailto:bsr.helpdesk@boardroomlimited.com)

**Personal Data Policy**

*By registering for the remote participation and electronic voting meeting and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the member of the Company has consented to the use of such data for purposes of processing and administration by the Company (or its agents); and to comply with any laws, listing rules, regulations and/or guidelines. The member agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of warranty.*



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**REQUEST FORM FOR ANNUAL REPORT 2021**

To : **Boardroom Share Registrars Sdn Bhd**  
11<sup>th</sup> Floor, Menara Symphony  
No. 5 Jalan Prof. Khoo Kay Kim  
Seksyen 13  
46200 Petaling Jaya  
Selangor Darul Ehsan  
Malaysia

**REQUEST FOR HARD COPY OF ANNUAL REPORT 2021**

I/We wish to request for a hard copy of the **Annual Report 2021** of **AME ELITE CONSORTIUM BERHAD** to be sent to me/us at the following address:

Name of Shareholder	:	
NRIC No./Passport No./Company No.	:	
CDS Account No.	:	
Mailing Address	:	
Contact No.	:	
Email	:	

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Signature of Shareholder  
Date: