LPC GROUP BERHAD
[Registration No. 202501015400 (1616815-W)]
(Incorporated in Malaysia)

Administrative Guides
for the First Annual General Meeting ("1st AGM")

Meeting Date	**:**	**Friday, 16 October 2026**
Time	**:**	**11:00 a.m.**
Meeting Venue	**:**	**Straits 1 & 2, DoubleTree by Hilton Melaka, Hatten City, Jalan Melaka Raya 23, 75000 Melaka, Melaka**

MEETING PARTICIPATION

All shareholder(s), proxy(ies), corporate representative(s) or attorney(s) who wish to attend and participate at the 1st AGM are required to register for the meeting at the Meeting Venue.

REGISTRATION

1. Registration counter starts at **10:00 a.m. on Friday, 16 October 2026** at the entrance of the meeting venue and will remain open until the conclusion of the 1st AGM or such time as may be announced by the Chairman of the Meeting.

2. Please present your **original MyKad or passport (for non-Malaysian)** at the registration counter for verification and registration purposes. Photocopies of the MyKad or passport will not be accepted. Kindly ensure that you collect your MyKad or passport upon completion of registration.

3. Registration must be done in person. No person will be allowed to register on behalf of another person even with the original MyKad or passport of that person.

4. Upon registration, you will be given a wristband and QR code for voting to enter the meeting hall. Please be reminded that there will be **no replacement in the event the wristband is lost or misplaced**. No one will be allowed to enter the meeting hall without wearing the wristband.

5. If you are attending the 1st AGM as shareholder as well as proxy, you will be registered once only and will be given only one (1) wristband.

ENTITLEMENTS TO ATTEND, PARTICIPATE, SPEAK AND VOTE

Only members of the Company whose names appear on the Record of Depositors on **8 October 2026** *(General Meeting Record of Depositors)* shall be entitled to attend, participate, speak and vote at the 1st AGM or appoint proxy(ies) to attend, participate, speak and vote on their behalf.

If you are unable to participate at the 1st AGM, you may:

(i) appoint proxy(ies) to participate and vote on your behalf; or
(ii) appoint the Chairman of the Meeting as your proxy to vote on your behalf;

and indicate your voting instructions in the Proxy Form. Please refer to the next section for further information in relation to the appointment of proxy(ies).

If you wish to attend the 1st AGM yourself, please do not submit any Proxy Form. You will not be allowed to attend the 1st AGM together with a proxy appointed by you.

LODGEMENT OF PROXY FORM

The Proxy Form(s) and/or documents relating to the appointment of proxy(ies)/ corporate representative(s) /attorney(s) for the 1st AGM whether in hard copy or by electronic means shall be deposited or submitted in the following manner, not later than **Wednesday, 14 October 2026** at **11:00 a.m.**:

(i) In hard copy Proxy Form

By hand or post to the office of the Share Registrar, Aldpro Corporate Services Sdn. Bhd. ("**Aldpro**"), at B-21-1, Level 21, Tower B, Northpoint Mid Valley City, No. 1, Medan Syed Putra Utara, 59200 Kuala Lumpur, Wilayah Persekutuan.

(ii) By electronic means

Through Aldpro's online portal at https://lpc-agm.digerati.com.my or email the proxy form to admin@aldpro.com.my. Kindly refer to the table below for the procedures for appointing proxy by electronic means:

Steps	Actions	Procedures
A	Register as a user on Aldpro's online portal at https://lpc-agm.digerati.com.my *(One-time registration only)*	***[You may skip Step A if you are already a registered user of Aldpro's online portal.]*** • Complete the registration form and upload a copy of your identity document(s). • Upon submission of the completed registration form, you will receive a verification email. Please verify your email address to complete the registration process. *(Please check your spam or junk folder if you do not receive the verification email in your inbox.)* • Thereafter, you will receive an email notifying you whether your registration has been approved or rejected.
B	Appoint a proxy	• Log in to your registered account on Aldpro's online portal. • Select "**LPC Group Berhad - First Annual General Meeting ("1st AGM")**". • Complete the information required for the appointment of your proxy(ies). Each proxy appointed must be an individual. • The proxy appointment must be submitted not less than **48 hours before 1st AGM**. No submission will be accepted after the closing date and time.

REVOCATION OF PROXY

If you have submitted your Proxy Form prior to the 1st AGM and subsequently decide to appoint another person or if you wish to participate at the 1st AGM yourself, please contact the Share Registrar, Aldpro, to revoke the appointment of proxy(ies) at least forty-eight (48) hours before the 1st AGM, i.e. not later than **Wednesday, 14 October 2026** at **11:00 a.m.**

Upon revocation, proxy(ies) appointed earlier will not be allowed to participate at the 1st AGM. In such event, you should advise your proxy(ies) accordingly.

VOTING PROCEDURE

All resolutions as set out in the Notice of 1st AGM will be put to vote by poll. The polling processes shall be managed by the Company's Share Registrar, Aldpro, as Poll Administrator, and the results of the poll at the 1st AGM shall be verified and validated by an Independent Scrutineer.

REFRESHMENTS

Light refreshments will be served to registered attendees before the commencement of the 1st AGM, and lunch will also be provided after the conclusion of the Meeting.

ENQUIRY

If you have any enquiries relating to the 1st AGM, please contact the Share Registrar during office hours, on Mondays to Fridays, between 8:30 a.m. to 5:30 p.m., except for public holidays:

Aldpro Corporate Services Sdn. Bhd.
B-21-1, Level 21, Tower B
Northpoint Mid Valley City
No. 1, Medan Syed Putra Utara
59200 Kuala Lumpur
Wilayah Persekutuan

General Line : +603-9770 2200
Email : admin@aldpro.com.my