



MALAYAN BANKING BERHAD
(Company No.: 196001000142)
(Incorporated in Malaysia)

ADMINISTRATIVE NOTES FOR SHAREHOLDERS

ADJOURNED 61ST ANNUAL GENERAL MEETING

Mode of Meeting

1. The Adjournd 61st Annual General Meeting (“Adjournd AGM”) will be held entirely on a virtual basis through live streaming on the date, time and venue as set out below: -

ADJOURNED 61ST ANNUAL GENERAL MEETING			
Date: Thursday, 6 May 2021	Time: 10.00 a.m.	Broadcast Venue: Menara Maybank 100 Jalan Tun Perak 50050 Kuala Lumpur, Malaysia	Poll Administrator: Boardroom Share Registrars Sdn. Bhd. (“Boardroom”) Virtual Meeting Platform: https://web.lumiagm.com

2. The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 and Article 59(4) of the Company’s Constitution which require the Chairman of the Meeting to be present at the main venue of the meeting. **Shareholders/proxies are not allowed to be physically present at the Broadcast Venue.**

Remote Participation and Electronic Voting (“RPEV”)

1. Shareholders and proxies who wish to participate at the Adjournd AGM may do so using any of the following methods to participate and vote remotely:
 - (i) Launch **Lumi AGM** by scanning the QR code given in the email along with the remote participation User ID and Password received from Boardroom, the Poll Administrator appointed for the Adjournd AGM; or
 - (ii) Access to **Lumi AGM** via website URL <https://web.lumiagm.com>(hereinafter referred to as the “Virtual Meeting Portal”).
2. The RPEV facilities will open for registration **from Wednesday, 21 April 2021 until Wednesday, 5 May 2021 at 10.00 a.m.**
3. Please refer to the steps below to register with Boardroom Smart Investor Portal and request for remote participation user ID and password for joining the Virtual Meeting Portal to participate at the Adjournd AGM.

Step 1 – Register Online with Boardroom Smart Investor Portal (for first time registration only)

[Note: You are not required to register again and may proceed to Step 2 – Submit Request for Remote Participation User ID and Password in the following circumstances: -

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- (i) If you have already registered with Tricor Investor & Issuing House Services Sdn Bhd's ("Tricor") TIIH Online website at <https://tiih.online> and received email confirming that your registration to participate at the 61st AGM on 15 April 2021 had been approved. Boardroom will send an email to provide you with the User ID and password for you to proceed with Step 2 below; and/or
- (ii) If you have already signed up with Boardroom Smart Investor Portal (i.e. those with existing Boardroom account).]
- a. Access website <https://boardroomlimited.my>
- b. Click <<Login>> and click <<Register>> to sign up as a user.
- c. Complete registration and upload softcopy of MyKad (front and back) or Passport in JPEG, PNG or PDF format.
- d. Please enter a valid email address and wait for email verification from Boardroom.
- e. Your registration will be verified and approved within one (1) business day and email notification will be sent to you.

Step 2 – Submit Request for Remote Participation User ID and Password

[Note: The registration for remote access will be opened on 21 April 2021]

Individual Shareholders

- Login to <https://boardroomlimited.my> using your User ID and Password given above.
- Select "**VIRTUAL MEETING**" from main menu and select the Corporate Event "**MALAYAN BANKING BERHAD SIXTY-FIRST (61ST) VIRTUAL ANNUAL GENERAL MEETING**".
- Read and agree to the terms and conditions.
- Enter your CDS Account number and thereafter submit your request.

Corporate Shareholders, Authorised Nominees and Exempt Authorised Nominees

- Write in to bsr.helpdesk@boardroomlimited.com by providing the name of shareholder, CDS account number accompanied with the Certificate of Appointment of Corporate Representative or Proxy Form to submit the request.
 - Please provide a copy of the Corporate Representative's or Proxy Holder's MyKad (front and back) or Passport in JPEG, PNG or PDF format as well as his/her email address.
- a. You will receive a notification from Boardroom that your request has been received and is being verified.
- b. Upon system verification of your registration against the **General Meeting Record of Depositors ("General Meeting ROD") as at 31 March 2021**, you will receive an email from Boardroom indicating whether your registration for remote participation has been approved or rejected.
- c. You will also receive your remote access User ID and Password along with the email from Boardroom if your registration is approved.
- d. Please note that the closing date and time to submit your request is by **Wednesday, 5 May 2021 at 10.00 a.m.**

Step 3 – Login to Virtual Meeting Portal

[Note: Please note the following:

- (i) *the quality of the connectivity to Virtual Meeting Portal for live webcast as well as for remote online voting is dependent on the bandwidth and the stability of the internet connection available at the location of the remote users.*
- (ii) *Recommended Requirement for Live Streaming:*
- *Browser: Chrome or Firefox*
 - *Bandwidth: 7 Mbps for High Definition (HD) High Quality video quality or 12 Mbps for Extra HD (EHD) video quality.*

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(iii) *You may not be able to gain access to the Adjourned AGM via the RPEV facilities if there is an existing firewall on the device that you are using.]*

- a. The Virtual Meeting Portal will be opened for login starting **one (1) hour** before the commencement of the Adjourned AGM, which is from **9.00 a.m. on Thursday, 6 May 2021**.
- b. Please follow the steps given to you in the email along with your remote access UserID and Password to login to the Virtual Meeting Portal (*Refer to Step 2(c) above*).
- c. The steps given will also guide you on how to view live webcast, ask questions and vote (as set out in **Appendix 2**).
- d. The live webcast will end and the messaging window (for asking questions) will be disabled once the Chairman announces the closure of the Adjourned AGM.
- e. You can then logout from the Virtual Meeting Portal.

Entitlement to Participate and Vote

1. Only shareholders whose names appear on the General Meeting ROD as at **31 March 2021** shall be eligible to participate at the Adjourned AGM.
2. If a shareholder is unable to participate at the Adjourned AGM, he/she may appoint proxy/proxies to participate and vote on his/her behalf. If a shareholder wishes to participate at the said meeting, he/she must not submit any Proxy Form.
3. If a shareholder is unable to participate at the Adjourned AGM, he/she may also appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Proxy Form.

Poll Voting

1. The voting at the Adjourned AGM will be conducted by poll in accordance with Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Boardroom as the Poll Administrator to conduct the poll by way of electronic voting and Deloitte Risk Advisory Sdn Bhd as the Scrutineers to verify the poll results.
2. Votes submitted by shareholders/proxies at the 61st AGM on 15 April 2021 will not be counted and verified by the Scrutineers during the Adjourned AGM due to the adjournment of the 61st AGM on 15 April 2021. Shareholders/proxies who had submitted their votes at the 61st AGM on 15 April 2021 are advised to attend and vote again during the Adjourned AGM in order for their votes to be counted.
3. Shareholders/proxies/corporate representatives/attorneys may proceed to vote on the resolutions from the commencement of the Adjourned AGM at **10.00 a.m. on Thursday, 6 May 2021** until the end of the voting session which will be announced by the Chairman of the meeting. Please refer to the Procedures for RPEV as set out in **Appendix 2** for guidance on how to vote remotely via Virtual Meeting Portal at <https://web.lumiagm.com>. Upon completion of the voting session, the Scrutineers will verify and announce the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

Proxy Form

1. Proxy Forms which had been deposited at the office of Tricor prior to the 61st AGM on 15 April 2021 shall remain valid unless **new** Proxy Form appointing different proxy(ies) is deposited to revoke the appointment of proxy(ies) stated in the previous Proxy Form deposited.

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2. Shareholders who have deposited Proxy Forms with Tricor prior to the 61st AGM on 15 April 2021 and subsequently decide to personally attend and participate remotely at the Adjourned AGM, will still have to register for remote participation (*follow Steps 1, 2 & 3 above*). Such registration will revoke his/her proxy appointment submitted earlier. Alternatively, shareholders may also write in to Boardroom at bsr.helpdesk@boardroomlimited.com to revoke their appointment of proxy **no later than Wednesday, 5 May 2021 at 10.00 a.m.**
3. The appointment of proxy may be submitted in hard copy form or electronically via “Boardroom Smart Investor Portal” at <https://boardroomlimited.my>. The Proxy Form is available on the Company’s website at www.maybank.com/ar. The hard copy of Proxy Form must be deposited at the office of **Boardroom at G Floor, Menara Symphony, No. 5 Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia**. If shareholders wish to submit their Proxy Form electronically, please refer to the procedures for electronic lodgement of Proxy Form as set out below.

Step 1 – Register Online with Boardroom Smart Investor Portal (for first time registration only)

[Note: You are not required to register again and may proceed to Step 2 – eProxy Lodgement in the following circumstances:-

- (i) *If you have already registered with Tricor’s TIIH Online website at <https://tiih.online> and received email confirming that your registration to participate at the 61st AGM on 15 April 2021 had been approved. Boardroom will send an email to provide you with the UserID and password for you to proceed with Step 2 below; and/or*
 - (iii) *If you have already signed up with Boardroom Smart Investor Portal (i.e. those with existing Boardroom account).]*
- a. Access website <https://boardroomlimited.my>
 - b. Click <<**Login**>> and click <<**Register**>> to sign up as a user.
 - c. Complete registration and upload softcopy of MyKad (front and back) or Passport in JPEG, PNG or PDF format.
 - d. Please enter a valid email address and wait for email verification from Boardroom.
 - e. Your registration will be verified and approved within one (1) business day and email notification will be provided to you.

Step 2 – eProxy Lodgement

- a. Access website <https://boardroomlimited.my>
- b. Login with your User ID and Password given above.
- c. Go to “**E-PROXY LODGEMENT**” and browse the Meeting List for “**MALAYAN BANKING BERHAD SIXTY-FIRST (61ST) VIRTUAL ANNUAL GENERAL MEETING**” and click “**APPLY**”.
- d. Read the terms & conditions and confirm the Declaration.
- e. Enter your CDS Account number and indicate the number of securities.
- f. Appoint your proxy(ies) or the Chairman of the Meeting and enter the required particulars for your proxy(ies).
- g. Indicate your voting instructions – FOR or AGAINST, otherwise your proxy(ies) will decide on your votes.
- h. Review and confirm your proxy(ies) appointment.
- i. Click submit.
- j. Download or print the eProxy Form acknowledgement.

4. All Proxy Forms and documents relating to the appointment of proxy/proxies or attorney or authorised corporate representative for the Adjourned AGM whether in hard copy or by electronic means must be deposited with or submitted to Boardroom **no later than 10.00 a.m. on Wednesday, 5 May 2021.**

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Door Gift for 61st AGM

Shareholder/proxies who had attended the 61st AGM on 15 April 2021 will receive a door gift in the form of cash amounting to RM50 by way of direct credit into their MAE Account (Maybank e-Wallet). Cash will be credited to the MAE Account of eligible shareholders/proxies within five (5) working days after the 61st AGM on 15 April 2021 (for existing MAE Account holder) or within five (5) working days after opening a MAE Account (for new MAE Account holder).

Door Gift for Adjourned AGM

1. Shareholders/proxies who attend and vote at the Adjourned AGM, including those who had attended the 61st AGM on 15 April 2021, will be entitled to the same door gift.
2. Shareholders/proxies who wish to receive the door gift are required to open a MAE Account. Please refer to **Appendix 1** on how to open a MAE Account. If you encounter any issue opening a MAE Account, please contact Maybank Group Customer Care Hotline at: 1-300 88 6688 (Malaysia) / +603-7844 3696 (overseas) or send email to mgcc@maybank.com.my.
3. Door gift will be provided to shareholders/proxies in the following manner:-
 - (a) One (1) door gift for one (1) shareholder.
 - (b) For a shareholder who has been appointed as a proxy by another shareholder, he/she is only entitled to one (1) door gift.
 - (c) For a shareholder who appoints more than one (1) proxy, door gift will only be provided to the first two (2) proxies stated in the Proxy Form.
 - (d) If a proxy represents more than one (1) shareholder, he/she is entitled to one (1) door gift only.
4. The cash amount of RM50 will be credited to the MAE Account of eligible shareholders/proxies within five (5) working days after this Adjourned AGM (for existing MAE Account holder) or within five (5) working days after opening a MAE Account (for new MAE Account holder).

Submission of Questions

1. If shareholders have any question for the Chairman/Board/Management, they may use the messaging window facility via Virtual Meeting Portal to submit their questions during the meeting. The messaging window facility will open **one (1) hour** before the Adjourned AGM which is from **9.00 a.m. on Thursday, 6 May 2021**.
2. Shareholders may also submit their questions before the meeting via Boardroom's website at <https://boardroomlimited.my>. Shareholders may select "SUBMIT QUESTION" to pose and submit their questions electronically. If shareholders have any questions, please submit them **no later than 10.00 a.m. on Wednesday, 5 May 2021**.

Annual Report

1. The Annual Report 2020 is available on the Company's website at www.maybank.com/ar and Bursa Malaysia's website at www.bursamalaysia.com under Company Announcements.
2. In an effort to reduce paper consumption, we urge shareholders to refer to the softcopy version of the Annual Report. However, if you do require a printed copy, you may request for a printed copy of the Annual Report via Boardroom's website at <https://boardroomlimited.my> by selecting "INVESTOR SERVICES" and then "REQUEST FOR ANNUAL REPORT". Alternatively, you may directly request for a printed copy from Encik Murtaza Osman of Corporate Services, Maybank at 03-2074 7822 or murtazao@maybank.com.

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Enquiry

If shareholders have any enquiries prior to the meeting or require any technical assistance to participate at the Adjourned AGM, please contact Boardroom during office hours from Mondays to Fridays from 8.30 a.m. to 5.30 p.m. (except for public holidays): -

Boardroom Share Registrars Sdn. Bhd.

Office Helpdesk

Tel: +603 7890 4700

Email: bsr.helpdesk@boardroomlimited.com

Open MAE e-Wallet

(Existing Maybank user)

01

Download MAE by Maybank2u
and launch the app



02

Click on More on bottom navigation bar
Then click on Apply icon



03

Click on "Apply for MAE"



04

Enter Email Address
Enter Invite Code (optional)



Open MAE e-Wallet

(Existing Maybank user)

05

Choose to agree on marketing, T&C and PDPA



06

Your account is activated



Open MAE e-Wallet

(New Maybank user)

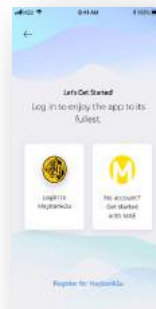
01

Download MAE by Maybank2u and launch the app



02

Click on MAE icon - "No account?"



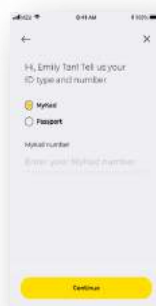
03

Insert Full Name and Mobile Number



04

Choose ID type and insert ID




Open MAE e-Wallet

(New Maybank user)

05

Insert Address



What's your residential address?

Address line 1
Enter your address

Address line 2
Enter your address

City
Enter your city

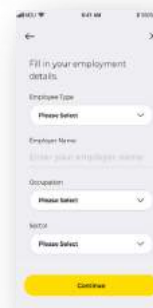
State
Please Select

Postcode
Enter your postcode

Continue

06

Insert Employee Info



Fill in your employment details

Employee Type
Please Select

Employment Type
Enter your employment type

Occupation
Please Select

Sector
Please Select

Continue

07

Enter Email Address

Enter Invite Code (optional)



What's your email address and invite code (if any)?

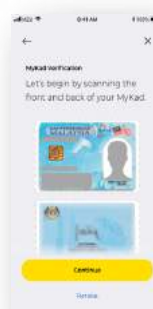
Email address
Enter email address

Invite code (optional)
Enter your code

Continue

08

Snap photo of your ID



MyKad notification

Let's begin by scanning the front and back of your MyKad.

Continue

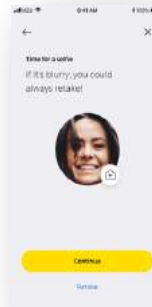
Tap here

Open MAE e-Wallet

(New Maybank user)

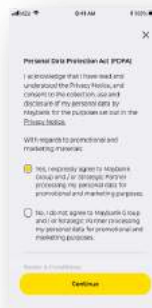
09

Snap photo of your Selfie



10

Choose to agree on marketing, T&C and PDPA



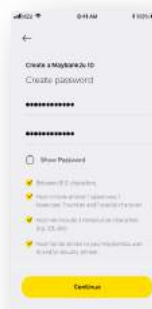
11

Create your Maybank2u ID



12

Create your Maybank2u password

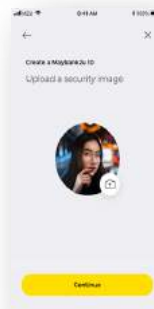


Open MAE e-Wallet

(New Maybank user)

13

Upload a security image



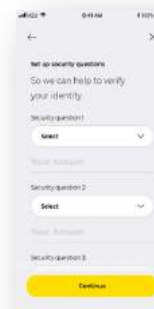
14

Create your security phrase



15

Set up security questions



16

Your account is activated





AGM Online User Guide 2021

Welcome to the Adjourned 61st Annual General Meeting (“**AGM**”) of Malayan Banking Berhad (“the Company”), that would be conducted electronically and online using BoardRoom’s Lumi AGM.

You will be able to view the live webcast of the AGM proceedings, pose questions to members of the Board of Directors, and submit your votes in real-time whilst the meeting is in progress.


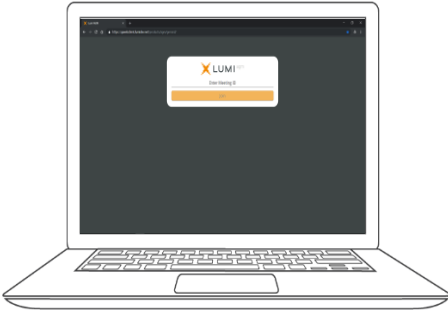
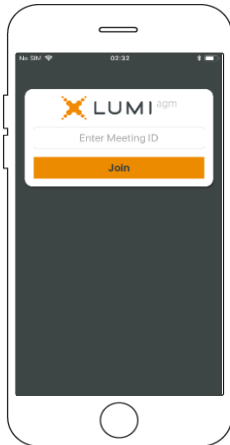
Please make sure that you have requested for your Remote Participant User ID and Password from BoardRoom and have obtained your login credentials before proceeding to next step.

Meeting ID: **xxx-xxx-xxx**

To login you must have your User ID and Password*

You will be able to log into **Lumi AGM** starting at 9:00 a.m. on 6th May 2021

**Login to <https://boardroomlimited.my/> to request for your User ID and Password.*

Laptop or PC user	Smart phone or tablet user
<p>STEP 1 - Access BoardRoom Lumi AGM</p> <p>Please follow the step below to BoardRoom Lumi AGM:</p> <p>a) Visit https://web.lumiagm.com on your desktop or laptop. You will need the latest versions of Chrome, Safari, Internet Explorer 11, Edge and Firefox. Please ensure your browser is compatible.</p>	<p>STEP 1 - Access BoardRoom Lumi AGM</p> <p>There are 2 ways you can access BoardRoom Lumi AGM:</p> <p>a) Scan this QR Scanner code using your smartphone or tablet; or</p>  <p>b) Visit https://web.lumiagm.com on your smartphone, tablet or computer. You will need the latest versions of Chrome, Safari, Internet Explorer 11, Edge and Firefox. Please ensure your browser is compatible</p>
<p>STEP 2 – Launch Lumi AGM</p> <p>1) Once you have entered https://web.lumiagm.com onto your browser you will be prompted to enter the Meeting ID (set out above).</p> <p>Please enter Meeting ID:</p> <p>XXX-XXX-XXX and click Join</p> 	<p>STEP 2 – Launch Lumi AGM</p> <p>1) Once you get to https://web.lumiagm.com, you will be prompted to enter the Meeting ID (set out above).</p> <p>Please enter Meeting ID:</p> <p>XXX-XXX-XXX and click Join</p> 

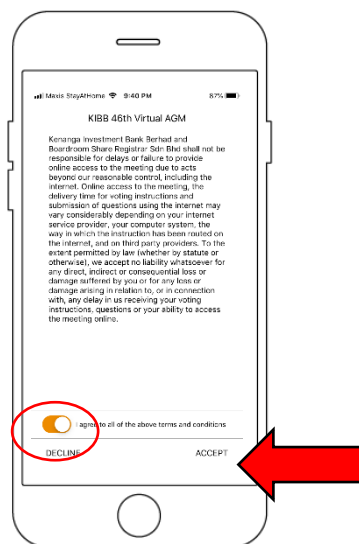
STEP 3 – Agree to the Terms & Conditions

- 1) Please read the terms & conditions and ensure you are currently connected to a stable internet connection.
- 2) Swipe right to agree to the terms and conditions and click Accept at the bottom right of your mobile screen.



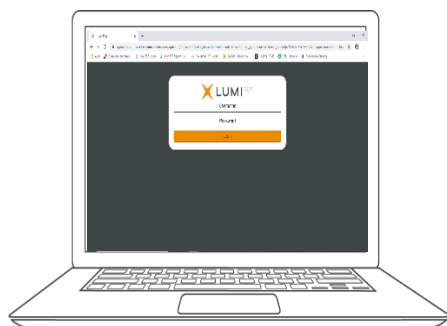
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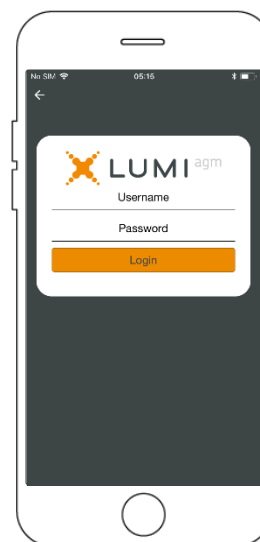
STEP 4 – Login

- 1) Enter your Remote Participant User ID and password given to you in the email from BoardRoom.




STEP 4 – Login



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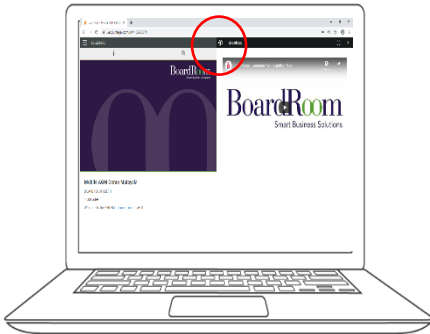


STEP 5 – Navigation


1) When successfully authenticated, the info screen will be displayed. 

You can view company information, ask questions and watch the webcast.


2) If you would like to watch the **webcast**, look for the icon  located at the middle of the screen. (refer to circle in red). Click the play  button to start live streaming.

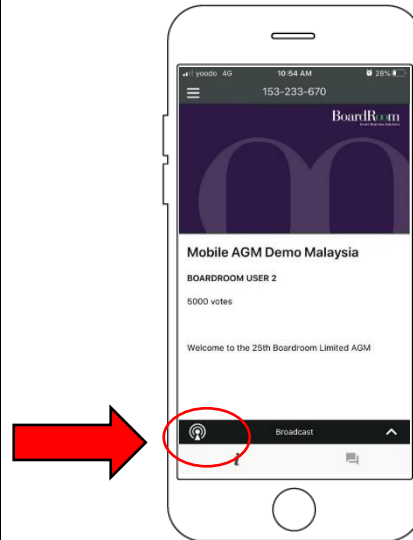


STEP 5 – Navigation


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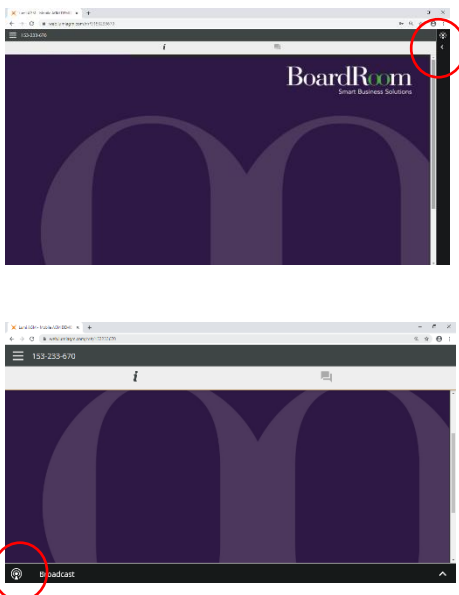
You can view company information, ask questions and watch the webcast.

If you would like to watch the **webcast** press the broadcast icon  at the bottom left of the screen. (see red arrow)




STEP 5 – Navigation

3) Depending on the settings of your own laptop's browser, the webcast icon  can be located at the far right of your laptop screen or at the bottom left of your browser screen.




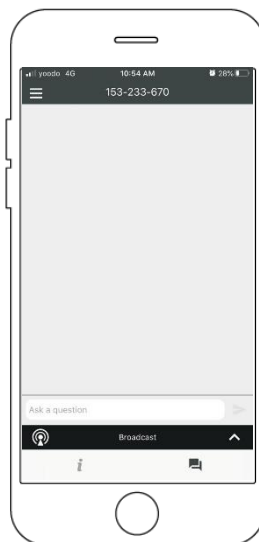
STEP 6 – Questions

- 1) Any shareholder or appointed proxy attending the meeting is entitled to pose written questions to the members of the Board of Directors.
- 2) If you would like to ask a question, select the messaging icon 
- 3) Messages can be submitted at any time during the Q&A session up until the Chairman of the Meeting closes the session.



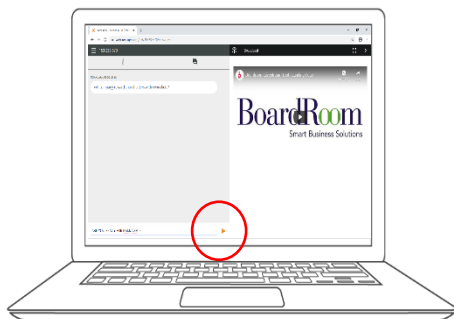
STEP 6 – Questions

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- 2) If you would like to ask a question, select the messaging icon 
- 3) Messages can be submitted at any time during the Q&A session up until the Chairman of the Meeting closes the session.



STEP 6 – Questions

- 4) Type your question within the chat box at the bottom of the messaging screen and click on the '>' arrow button to submit.




STEP 6 – Questions

- 4) Type your question within the chat box at the bottom of the messaging screen and click on the '>' arrow button to submit.




STEP 7 – Voting

1) The polling will only commence after the announcement of poll open being opened by The Chairman and until such time when The Chairman announces the closure of poll for each resolution.

2) Once the voting has opened, click on the voting icon . The resolution and voting choices will be displayed.

STEP 7 – Voting

1) The polling will only commence after the announcement of poll open being opened by The Chairman and until such time when The Chairman announces the closure of poll for each resolution.

2) Once the voting has opened, click on the voting icon . The resolutions and voting choices will be displayed.



STEP 7 – Voting

3) To vote, simply select your voting direction from the options shown on screen. A confirmation message will appear to show your vote has been received

For - Vote received

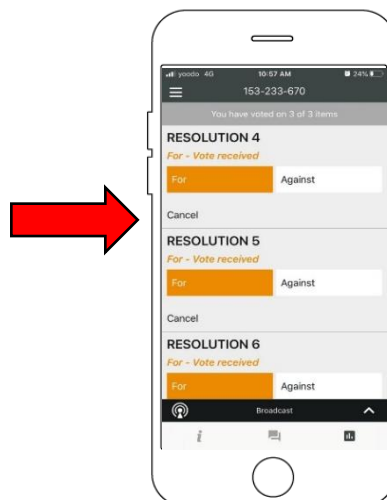
4) To change your vote, simply select another direction. If you wish to cancel your vote, please press Cancel

STEP 7 – Voting

3) To vote, simply select your voting direction from the options shown on screen. A confirmation message will appear to show your vote has been received

For - Vote received

4) To change your vote, simply select another direction. If you wish to cancel your vote, please press Cancel



STEP 7 – Voting

5) Once the chairman has opened voting, voting can be performed at any time until the chairman closes the voting on the resolution. At that point your last choice will be submitted.

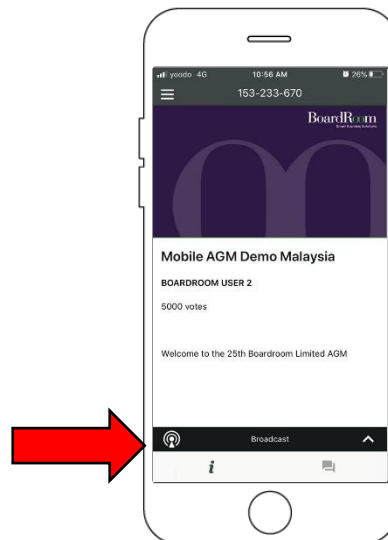
6) After the poll is closed, you can return to view the live webcast for the announcement of the result by The Chairman.



STEP 7 – Voting

5) Once the chairman has opened voting, voting can be performed at any time until the chairman closes the voting on the resolution. At that point your last choice will be submitted.

6) After the poll is closed, you can return to view the live webcast for the announcement of the result by The Chairman.



Need Help?
 Call **BoardRoom** Helpdesk at 603 - 7890 4700 or email
bsr.helpdesk@boardroomlimited.com