



WASCO BERHAD

Registration No.: 199901020946 (495846-A)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE

FOR THE TWENTY-FIFTH ANNUAL GENERAL MEETING (“25TH AGM”) OF WASCO BERHAD (“THE COMPANY”)

Date : Thursday, 29 May 2025
Time : 2.30 p.m.
Venue : Ballroom, Level 9, St. Giles Boulevard, The Boulevard, Mid Valley City, Lingkaran Syed Putra, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia

General Meeting Record of Depositors

1. The Company shall be requesting Bursa Malaysia Depository Sdn. Bhd. to issue a General Meeting Record of Depositors as at **22 May 2025** in accordance with Clause 88 of the Company’s Constitution and Section 34(1) of the Securities Industry (Central Depositories) Act, 1991.
2. Only a depositor whose name appears on the Record of Depositors as at **22 May 2025** shall be regarded as a Member entitled to attend, speak and vote at the 25th AGM of the Company or appoint proxy(ies) to attend, speak and vote on his/her behalf.

Individual Member

3. Any Member who intends to attend the AGM in person may pre-register with the Company’s Share Registrar, Tricor Investor & Issuing House Services Sdn. Bhd. (“**Share Registrar**”, “**Tricor**”, or “**TIIH**”) via the TIIH Online website at <https://tiih.online> no later than **Wednesday, 28 May 2025 by 2.30 p.m.** Kindly refer to the Pre-Registration procedures as described under item 8.
4. An individual Member who is unable to participate and vote at the 25th AGM of the Company on 29 May 2025, can appoint the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Proxy Form. Please submit your duly executed Proxy Form as described under item 14 below, not later than **Wednesday, 28 May 2025 by 2.30 p.m.**

Corporate Members

5. A Corporate Member who wishes to appoint a representative to participate and vote at the 25th AGM of the Company, must deposit the original certificate of appointment of corporate representative (in hardcopy) at the Company’s Registered Office at Suite 19.01, Level 19, The Gardens North Tower, Mid Valley City, Lingkaran Syed Putra, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia or by electronic lodgement via the TIIH Online website at <https://tiih.online> no later than **Wednesday, 28 May 2025 by 2.30 p.m.** Please refer to the procedures for Electronic Lodgement of Proxy Form as described under item 15.

Nominee Company Members

6. As for Nominee Companies registered as Members, the beneficial owner of the shares held under a Nominee Company's CDS account who wishes to participate and vote at the 25th AGM of the Company, can request the Nominee Company to appoint him/her as a proxy and deposit the duly completed Proxy Form (in hardcopy) at the Company's Registered Office at Suite 19.01, Level 19, The Gardens North Tower, Mid Valley City, Lingkaran Syed Putra, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia or by electronic lodgement via the TIIH Online website at <https://tiih.online> no later than **Wednesday, 28 May 2025 by 2.30 p.m.** Please refer to the procedures for Electronic Lodgement of Proxy Form as described under item 15.

Power of Attorney

7. Attorneys appointed by Power of Attorney to participate and vote at the 25th AGM of the Company must deposit a good and valid Power of Attorney (in hardcopy), duly stamped and authorising him/her to participate in the meeting, at the Company's Registered Office at Suite 19.01, Level 19, The Gardens North Tower, Mid Valley City, Lingkaran Syed Putra, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia not later than **Wednesday, 28 May 2025 by 2.30 p.m.**

Pre-Registration Before the 25th AGM

8. Members/ proxies/ corporate representatives/ attorneys who wish to attend in person may pre-register with the Company's Share Registrar by following the requirements and procedures as summarised below:-

	Procedure	Action
Before 25th AGM DAY		
(a)	Register as a User with TIIH Online	<ul style="list-style-type: none">Using your computer, access the website at https://tiih.online. Register as a user under the "e-Services". Refer to the tutorial guide posted on the homepage for assistance.If you are already a user with TIIH Online, you are not required to register again. You will receive an e-mail to notify you that the physical meeting is available for registration at TIIH Online.
(b)	Submit your Pre-Registration to attend AGM	<ul style="list-style-type: none">Pre-Registration is open from Tuesday, 29 April 2025 up to 2.30 p.m. on Wednesday, 28 May 2025.Login with your user ID and password and select the corporate event: (REGISTRATION) WASCO 25TH AGM.Read and agree to the Terms & Conditions and confirm the Declaration.Insert the CDS account number and indicate the number of shares.Submit to register your physical attendance.System will send an e-mail to notify that your registration to attend the AGM physically is received and will be verified.After verification of your registration against the General Meeting Record of Depositors as at 22 May 2025, the system will send you an e-mail by 28 May 2025 to approve or reject your pre-registration to attend the 25th AGM.

Registration on the Day of the 25th AGM

9. Registration will commence at **12.30 p.m. on Thursday, 29 May 2025** and shall remain open until the start of the voting session as announced by the Chairman of the meeting or such other time as may be determined by the Chairman of the meeting. Please read the signage at the venue to ascertain the registration area and proceed to the registration counter.
10. Please present your original National Registration Identity Card (NRIC) or Passport (for foreign member) to the registration staff for verification. Please ensure your NRIC or Passport is returned to you after registration.
11. Upon verification and registration:
 - (a) please sign on the attendance list and an identification wristband will be provided at the registration counter;
 - (b) if you are attending the 25th AGM as a member as well as a proxy, you will be registered once and will only be given one identification wristband;
 - (c) no person will be allowed to enter the meeting hall without wearing the identification wristband. There will be no replacement in the event that you lose/misplace the identification wristband; and
 - (d) you may proceed to the meeting venue thereafter.
12. Registration must be done in person. Please also note that you will not be allowed to register on behalf of another person even with the original NRIC or Passport of that other person.
13. The registration counters will only handle verification of identity, registration and revocation of proxy/proxies. If you have other queries, please proceed to the Help Desk.

Proxy

14. Individual members who appoint proxy(ies) to participate and vote at the 25th AGM of the Company must ensure that the duly executed proxy forms are deposited either in hardcopy form or by electronic lodgement in the following manner:
 - (a) **Deposit Hardcopy of Proxy Form**
To the Company's Registered Address at Suite 19.01, Level 19, The Gardens North Tower, Mid Valley City, Lingkaran Syed Putra, 59200 Kuala Lumpur, Wilayah Persekutuan, Malaysia.
 - (b) **Deposit of Proxy Form Electronically**
To Tricor via the TIIH Online website at <https://tiih.online>. Please refer to the procedures for Electronic Lodgement of Proxy Form as described under item 15.
 - (c) The above Proxy Forms must be deposited accordingly latest by **Wednesday, 28 May 2025 by 2.30 p.m.**
 - (d) By submitting the duly executed Proxy Form, the Member of the Company and his/he proxy(ies) do hereby give consent to the Company (and/or its agents/ service providers) to collect, use and disclose the personal data therein for the purpose of the 25th AGM and any adjournment thereof in accordance with the Personal Data Protection Act 2010.

Electronic Lodgement of Proxy Form

15. The procedures for Members to lodge proxy forms electronically via Tricor's **TIIH Online** website are summarised below:

	Procedure	Action
i. Steps for Individual Shareholders		
(a)	Register as a User with TIIH Online	<ul style="list-style-type: none">Using your computer, please access the website at https://tiih.online. Register as a user under the "e-Services". Please do refer to the tutorial guide posted on the website's homepage for assistance.If you are already a user with TIIH Online, you are not required to register again.
(b)	Proceed with submission of Proxy Form	<ul style="list-style-type: none">After the release of the Notice of Meeting by the Company, login with your username (i.e. email address) and password.Select the corporate event: "WASCO 25TH AGM - Submission of Proxy Form".Read and agree to the Terms & 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(ies) and insert the required details of your proxy(ies) or appoint Chairman as your proxy.Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote.Review and confirm your proxy(ies) appointment.Print Proxy Form for your record.
ii. Steps for Corporation or Institutional Shareholders		
(c)	Register as a User with TIIH Online	<ul style="list-style-type: none">Access TIIH Online at https://tiih.online.Under e-Services, the authorised or nominated representative of the corporation or institutional shareholder selects "Create Account by Representative of Corporate Holder".Complete the registration form and upload the required documents.Registration will be verified, and you will be notified by email within one (1) to two (2) working days.Proceed to activate your account with the temporary password given in the email and re-set your own 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 Tricor if you need clarifications on the user registration.

	Procedure	Action
(d)	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> • Login to TIIH Online at https://tiih.online. • Select the corporate exercise name: “WASCO 25TH AGM - Submission of Proxy Form”. • Read and agree to the Terms & Conditions and confirm the Declaration. • Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein. • Prepare the file for the appointment of proxies by inserting the required data. • Submit the proxy appointment file. • Login to TIIH Online, select corporate exercise name: “WASCO 25TH AGM - Submission of Proxy Form”. • Proceed to upload the duly completed proxy appointment file. • Select “Submit” to complete your submission. • Print the confirmation report of your submission for your record.

Poll Voting

16. The voting at the 25th AGM of the Company will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad (“Bursa Malaysia”). The Company has appointed Tricor as the Poll Administrator for the 25th AGM of the Company to conduct the poll by way of electronic voting, and Quantegic Services Sdn. Bhd. as the independent Scrutineers to verify the poll results.
17. Upon the completion of the voting session, the independent Scrutineers will verify and announce the poll results followed by the Chairman’s declaration whether the resolutions are duly passed. The results of the poll voting will be announced at the 25th AGM of the Company and subsequently via an announcement made by the Company through Bursa Malaysia at www.bursamalaysia.com.

Annual Report 2024 and Circular to Shareholders dated 29 April 2025

18. The Annual Report 2024 and Circular to Shareholders dated 29 April 2025 are available on the Company’s website at www.wascoenergy.com under Investors-Reports-Annual Reports and Investors-Reports-Circulars respectively.
19. You may request for a printed copy of the Company’s Annual Report 2024 and/or Circular to Shareholders dated 29 April 2025 from Tricor on their website at <https://tiih.online> by selecting “Request for Annual Report / Circular” under the “Investor Services”. Alternatively, you may also submit your request for a printed copy of the Company’s Annual Report 2024 and/or Circular to Shareholders dated 29 April 2025 via telephone or email to the persons under item 21 below.

No Recording or Photography

20. Unauthorised recording and photography are strictly prohibited at the 25th AGM of the Company.

Enquiry

21. If you have any enquiries on the above, please contact the following officers at Tricor during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.	Contact Person	Telephone Number
Unit 32-01, Level 32, Tower A Vertical Business Suite, Avenue 3 Bangsar South, No. 8, Jalan Kerinchi 59200 Kuala Lumpur, Malaysia	Mr. Jake Too	+603-2783 9285
General Line : +603-2783 9299 Fax Number : +603-2783 9222 Email : is.enquiry@vistra.com	Mr. Aiman Nuri	+603-2783 9262