



ADMINISTRATIVE GUIDE FOR VIRTUAL VOTING

POLL VOTING

1. The voting will be conducted by poll in accordance with Paragraph 8.29A of Bursa Malaysia Securities Berhad Main Market Listing Requirements. The Company has appointed Boardroom Share Registrars Sdn. Bhd. as Poll Administrator to conduct the poll by way of electronic voting (“e-Voting”).
2. For the purposes of this 28th Annual General Meeting (“AGM”), e-Voting can be carried out using either smartphone, tablet, computer or laptop.
3. Below are the 2 options for members and proxies to vote using any of the devices specified in above Paragraph 2:
 - i) Using QR Scanner Code given in the email to you; or
 - ii) Using website <https://meeting.boardroomlimited.my>
4. The polling will only commence upon the announcement of open of poll by the Chairman and until such time when the Chairman announces the closure of poll for each resolution.
5. **Shareholders who are unable to participate in InNature Berhad 28th AGM are encouraged to appoint the Chairman of the Meeting to vote on their behalf.** You may use Boardroom Smart Investor Portal proxy appointment service to submit your proxy appointment, or deposit your hardcopy proxy form at the Company’s Share Registrar’s office at Boardroom Share Registrars Sdn. Bhd., 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, not less than forty-eight (48) hours before the commencement of the AGM.
6. Once the polling for each resolution has been completed, the Chairman will declare whether the resolution was successfully carried or duly passed. The scrutineer appointed will verify the poll results for all the resolutions passed at the end of the AGM.



REMOTE PARTICIPATION AND ELECTRONIC VOTING

BEFORE THE DAY OF THE AGM

STEP 1 – Register Online with Boardroom Smart Investor Portal (“BSIP”) (for first time registration only)

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. Submit request for Remote Participation user ID and password.

Access BSIP website at <https://investor.boardroomlimited.com>.

- i) Click <<**Register**>> to sign up as a user.
- ii) Select the correct account type i.e. sign up as “Shareholder” or “Corporate Holder”.
- iii) Complete registration and upload softcopy of MyKAD (front and back) or Passport.
- iv) For Corporate Holder, kindly upload the authorization letter as supporting. Then, click <<**Sign Up**>>
- v) You will receive an e-mail from Boardroom for email address verification. Click on <<**Verify E-mail Address**>> from the e-mail received to proceed with the registration.
- vi) Once your email address is verified, you will be re-directed to BSIP for verification of mobile number. Click on <<**Request OTP Code**>> and an OTP Code will be sent to the registered mobile number. You will need to enter the OTP Code and click <<**Enter**>> to complete the process.
- vii) Your registration will be verified and approved within one (1) business day and an email notification will be provided to you.

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

Note: The registration for remote access will be opened on 28 April 2023 and the closing time to submit your request is at 10:00 a.m. on 5 June 2023. (48 hours before the commencement of the AGM).

For Individual Shareholder

- i) Login to <https://investor.boardroomlimited.com> using your user ID and password obtained via Step 1.
- ii) Select and click on <<**Meeting Event(s)**>>.
- iii) Go to <<**InNature Berhad 28th Virtual Annual General Meeting**>> and click <<**Enter**>>.
- iv) Click on <<**Register for RPEV**>>.
- v) Read and agree to the terms & conditions.
- vi) Enter your CDS Account Number and click <<**Submit**>> to complete your request.

To Appoint Proxy

- i) Click on <<**Submit eProxy Form**>>.
- ii) Enter your CDS Account Number and number of securities held.
- iii) Select your proxy – either the Chairman of the meeting or individual named proxy(ies).
- iv) Read and accept the General Terms and Conditions by clicking <<**Next**>>.
- v) Enter the required particulars of your proxy(ies).
- vi) Indicate your voting instructions <<**FOR**>> or <<**AGAINST**>>, otherwise your proxy will decide your vote.
- vii) Click <<**Apply**>>.
- viii) Download or print the eProxy form as acknowledgement.

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For Corporate Shareholders, Authorised Nominee and Exempt Authorised Nominee

Via Email:

- i) Write in to BSR at bsr.helpdesk@boardroomlimited.com by providing the name of Member, CDS account number accompanied with the Certificate of Appointment of Corporate Representative or Proxy Form to submit the request.
- ii) 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.

Via BSIP:

- i) Login to <https://investor.boardroomlimited.com> using your user ID and password from Step 1 above.
- ii) Select **InNature Berhad 28th Virtual Annual General Meeting** from the list of Meeting Event(s) and click <<Enter>>
- iii) Click on "**Submit eProxy Form**".
- iv) Proceed to download the file format for <<**Submission of Proxy Form**>> from BSIP.
- v) Prepare the file for the appointment of proxies by inserting the required data.
- vi) Proceed to upload the duly completed proxy appointment file.
- vii) Review and confirm your proxy appointment and click <<**Submit**>>.
- viii) Download or print the eProxy form as acknowledgement.

Email Notification:

- i) You will receive notification from Boardroom that your request(s) has been received and is being verified.
- ii) Upon system verification against the General Meeting Record of Depositors as at **26 May 2023**, you will receive an email from Boardroom either approving or rejecting your registration for remote participation.
- iii) If your registration is approved, you will also receive your remote access user ID and password in the same email from Boardroom after the closing date.
- iv) Please note that the closing date and time to submit your request is by **Monday, 5 June 2023 at 10.00 a.m.** (48 hours before the commencement of the AGM).

ON THE DAY OF THE AGM



Login to Meeting Platform

Note: the quality of the connectivity to Meeting Platform for live webcast as well as for remote online voting is highly dependent on the bandwidth and the stability of the internet connectivity available at the location of the remote users.

- i) The Meeting Platform will be opened for login starting an hour (1 hour) before the commencement of AGM, at 9:00am on 7 June 2023.
- ii) The Meeting Platform can be accessed via one of the following:
 - Scan the QR Code provided in the user login guide; or
 - Navigate to the website at <https://meeting.boardroomlimited.my>
- iii) Enter the Meeting ID Number and sign in with the user ID and password provided in the confirmation email from Boardroom.


Participate

(Note: Questions submitted online will be moderated before being sent to the Chairman to avoid repetition)

- i) If you would like to view the live webcast, select the  broadcast icon.
- ii) If you would like to ask a question during the AGM  select the messaging icon.
- iii) Type your message within the chat box and click the send button once completed.

Kindly ensure that you are connected to the internet at all times in order to participate and vote when the virtual 28th AGM has commenced.

Voting

- i) Once the meeting is open for voting, the polling icon  will appear with the resolutions and your voting choices.
- ii) To vote, select your voting direction from the options provided. A confirmation message will appear to show your vote has been received.
- iii) To change your vote, simply select another voting direction
- iv) If you wish to cancel your vote, please press <<Cancel>>

End of 28th AGM

- i) Upon the announcement by the Chairman on the closure of the 28th AGM, the live webcast will end.
- ii) You can now logout from the Meeting Platform.

If you have any enquiry prior to the 28th AGM, please contact the Company's Share Registrar during office hours:

Boardroom Share Registrars Sdn. Bhd.

Registration Number: 199601006647 (378993-D)

11th Floor, Menara Symphony

No. 5, Jalan Prof. Khoo Kay Kim

Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan

Telephone Number : 603-7890 4700

Fax Number : 603-7890 4670