

InNature

INNATURE BERHAD

(Registration No. 199401034915 (320598-X))

(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE FULLY VIRTUAL ANNUAL GENERAL MEETING

REGISTRATION PROCESS

1. Members and proxy holders (“participants”) who wish to attend InNature’s 26th virtual AGM are required to register by cut-off date of 31 May 2021 at 10.00a.m for verification:

REGISTRATION URL:

- Members’ E-Registration : <https://cutt.ly/ibwze7T>
- Proxies’ E-Registration : <https://cutt.ly/Vbi647c>
(for appointment of proxy)

An acknowledged receipt email will be sent to you after the completion of your registration.

2. Following the verification, authenticated participants will receive an email (after 31 May 2021) from agm@vcube.com.my containing your **Member Entry ID** (“**ME ID**”) and instructions to enter the virtual AGM at the date and time specified.
3. The **ME ID** sent earlier is your verified Login ID to sign into the virtual AGM.
4. An **Unique Security Link** (“**US Link**”) will be sent to you in the evening prior to the virtual AGM date. Please check your inbox or spam-box on the night before the said virtual AGM.
5. On the actual day, just click on the **US Link** and enter your **ME ID** to attend the virtual AGM. Entering a wrong **ME ID** will make your vote void.
6. Members who register by the cut-off date but do not receive an email response on 1 June 2021, may contact us for assistance at the Hotline via WhatsApp Message to +6013-945 2303 (Monday to Friday: from 9.00 a.m. to 5.00 p.m.) or at email address: corpcomm@innature.com.my.

Notes:

- (a) *Eligibility of participants will be verified against the General Meeting’s Record of Depository as at 24 May 2021.*
- (b) *Participants must not forward **ME ID** or **US Link** to any other persons. This will be in breach of terms of usage. This is also to avoid any technical disruptions to your personalized usage. Such mis-usage will void your vote and you may be prosecuted under the PDPA Act 2010. The link is trackable and will be erased after the virtual AGM has concluded.*
- (c) *Members who are unable to participate in InNature’s virtual AGM are encouraged to appoint the Chairman as their proxies.*
- (d) *Browser: You will need a browser that is HTML5-compatible (e.g. Microsoft Edge, Chrome, Firefox) and a stable WIFI or LAN connection to participate in the virtual AGM which is device agnostic. A pre-environment test is attached with the **US Link**. For best user experience, you are strongly advised to join via a laptop or computer to engage fully in the proceedings and interactively download important information presented during the virtual AGM.*
- (e) *All virtual AGM user data are recorded for compliance purpose.*

ACTUAL MEETING AND E-VOTING PROCEDURES:

1. Click on the **US Link before the virtual AGM starts** and enter your **ME ID** correctly.
**Entering a wrong ME ID will make your vote void.*
2. A chat box will be enabled prior to the tabling of each resolution for voting. This is to enable you to communicate and post question which will be vetted for relevancy before being responded by the Chairman or the Board.
3. During the virtual AGM, the Chairman of the Meeting or the Board will answer questions pertaining to each resolution within a certain timeframe. Thereafter, the Chairman will inform on the commencement of e-voting session.
4. During the e-voting session, participants can submit the vote for each resolution by clicking the box as below:

 1 = FOR

 2 = AGAINST

 3 = ABSTAIN
5. A fixed time for voting is allocated for each resolution depending on the Chairman's decision.
6. The member or proxy holder is only allowed to vote once. In the event which the member or proxy holder voted twice, only the first vote is valid.
7. Once e-voting is completed for all the resolutions by polling, the virtual AGM will be adjourned for vote counting.
8. During the adjournment, the voting data will be downloaded and checked for compliance and validation against the Register of Depositors.
9. After the adjournment, the Chairman will announce the overall voting results of the virtual AGM.

We would like to thank all parties for your understanding and co-operation in conducting the virtual AGM amidst the COVID-19 pandemic. Stay Safe.