



## Sunzen Biotech Berhad

[Registration No. 200501003843 (680889-W)]  
(Incorporated in Malaysia)

### NOTICE OF EXTRAORDINARY GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Extraordinary General Meeting ("EGM") of Sunzen Biotech Berhad ("Sunzen" or "the Company") will be conducted on a fully virtual basis via Remote Participation and Electronic Voting ("RPEV") facilities through live streaming from the Broadcast Venue at 12th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan on Thursday, 19 November 2020 at 10.00 a.m. and at any adjournment thereof, for the purpose of considering and, if thought fit, passing with or without modifications the following resolutions:

#### ORDINARY RESOLUTION 1

##### PROPOSED ALLOCATION OF OPTIONS PURSUANT TO THE SHARE ISSUANCE SCHEME TO TEO YEK MING

"THAT pursuant to the Share Issuance Scheme ("SIS") as approved by the shareholders of the Company at the Extraordinary General Meeting held on 24 November 2015, approval be and is hereby given to the Board to authorise the Option Committee, from time to time throughout the duration of the SIS, to offer and grant to Teo Yek Ming, being the Group Managing Director cum Group Chief Executive Officer of the Company, options to subscribe for new Sunzen Shares under the SIS and to allot and issue such number of new Sunzen Shares to him upon exercise of the options, provided that not more than ten per centum (10%) of the Sunzen Shares made available under the SIS and any other employee share schemes which may be implemented from time to time by the Company is allocated to him if he, either singly or collectively through persons connected with him, holds twenty per centum (20%) or more of the total number of issued Sunzen Shares (excluding treasury shares), subject always to such terms and conditions of the SIS By-Laws and/or any adjustments which may be made in accordance with the provisions of the SIS By-Laws and ACE Market Listing Requirements, or any prevailing guidelines issued by Bursa Malaysia Securities Berhad or any other relevant authorities, as amended from time to time."

#### ORDINARY RESOLUTION 2

##### PROPOSED ALLOCATION OF OPTIONS PURSUANT TO THE SHARE ISSUANCE SCHEME TO CHING CHEE PUN

"THAT pursuant to the Share Issuance Scheme ("SIS") as approved by the shareholders of the Company at the Extraordinary General Meeting held on 24 November 2015, approval be and is hereby given to the Board to authorise the Option Committee, from time to time throughout the duration of the SIS, to offer and grant to Ching Chee Pun, being the Executive Director of the Company, options to subscribe for new Sunzen Shares under the SIS and to allot and issue such number of new Sunzen Shares to him upon exercise of the options, provided that not more than ten per centum (10%) of the Sunzen Shares made available under the SIS and any other employee share schemes which may be implemented from time to time by the Company is allocated to him if he, either singly or collectively through persons connected with him, holds twenty per centum (20%) or more of the total number of issued Sunzen Shares (excluding treasury shares), subject always to such terms and conditions of the SIS By-Laws and/or any adjustments which may be made in accordance with the provisions of the SIS By-Laws and ACE Market Listing Requirements, or any prevailing guidelines issued by Bursa Malaysia Securities Berhad or any other relevant authorities, as amended from time to time."

#### ORDINARY RESOLUTION 3

##### PROPOSED ALLOCATION OF OPTIONS PURSUANT TO THE SHARE ISSUANCE SCHEME TO LEE YEW WENG

"THAT pursuant to the Share Issuance Scheme ("SIS") as approved by the shareholders of the Company at the Extraordinary General Meeting held on 24 November 2015, approval be and is hereby given to the Board to authorise the Option Committee, from time to time throughout the duration of the SIS, to offer and grant to Lee Yew Weng, being the Non-Independent Non-Executive Director of the Company, options to subscribe for new Sunzen Shares under the SIS and to allot and issue such number of new Sunzen Shares to him upon exercise of the options, provided that not more than ten per centum (10%) of the Sunzen Shares made available under the SIS and any other employee share schemes which may be implemented from time to time by the Company is allocated to him if he, either singly or collectively through persons connected with him, holds twenty per centum (20%) or more of the total number of issued Sunzen Shares (excluding treasury shares), subject always to such terms and conditions of the SIS By-Laws and/or any adjustments which may be made in accordance with the provisions of the SIS By-Laws and ACE Market Listing Requirements, or any prevailing guidelines issued by Bursa Malaysia Securities Berhad or any other relevant authorities, as amended from time to time."

#### ORDINARY RESOLUTION 4

##### PROPOSED ALLOCATION OF OPTIONS PURSUANT TO THE SHARE ISSUANCE SCHEME TO DR. FONG CHAN SENG

"THAT pursuant to the Share Issuance Scheme ("SIS") as approved by the shareholders of the Company at the Extraordinary General Meeting held on 24 November 2015, approval be and is hereby given to the Board to authorise the Option Committee, from time to time throughout the duration of the SIS, to offer and grant to Dr. Fong Chan Seng, being the Independent Non-Executive Director of the Company, options to subscribe for new Sunzen Shares under the SIS and to allot and issue such new Sunzen Shares to him upon exercise of options, provided that not more than ten per centum (10%) of the Sunzen Shares made available under the SIS and any other employee share schemes which may be implemented from time to time by the Company is allocated to him if he, either singly or collectively through persons connected with him, holds twenty per centum (20%) or more of the total number of issued Sunzen Shares (excluding treasury shares), subject always to such terms and conditions of the SIS By-Laws and/or any adjustments which may be made in accordance with the provisions of the SIS By-Laws and Listing Requirements, or any prevailing guidelines issued by Bursa Securities or any other relevant authorities, as amended from time to time."

BY ORDER OF THE BOARD

LIM LEE KUAN (MAICSA 7017753) (SSM Practising Certificate No. 202008001079)  
TEO MEE HUI (MAICSA 7050642) (SSM Practising Certificate No. 202008001081)  
Company Secretaries

Kuala Lumpur  
Dated this 4<sup>th</sup> day of November, 2020

#### NOTES:

- In support of the Government of Malaysia's (the Government) ongoing efforts to contain the spread of the Coronavirus (Covid-19) and the Government's advice of social distancing and not having mass gatherings, the Company would like to leverage on technology advancement by conducting the Extraordinary General Meeting of the Company ("the Meeting" or "EGM") on a fully virtual basis via live streaming and online voting using RPEV facilities, pursuant to Section 327(2) of the Companies Act 2016 and Clause 59 of the Company's Constitution. The Company will be using Boardroom Share Registrars Sdn. Bhd.'s LUMI AGM solution which is available at <https://web.lumiagm.com/> or you may download the "Lumi AGM" App from the Apple App Store or Google Play Store which is free of charge. Please follow the procedures as stipulated in the Administrative Details for the Meeting in order to register, participate and vote remotely via the RPEV facilities.
- The main and only venue of the virtual Meeting is strictly to serve as the broadcast venue where the chairperson of the Meeting is physically present and **NO SHAREHOLDERS/PROXIES/CORPORATE REPRESENTATIVES SHALL BE PHYSICALLY PRESENT NOR WILL THEY BE ADMITTED AT THE BROADCAST VENUE ON THE DAY OF THE EGM.** The Meeting will be in compliance with Section 327(2) of the Companies Act 2016 which provides that the main venue of the EGM shall be in Malaysia and the chairman must be present at the main venue of the EGM. The electronic means of conducting the EGM on a fully virtual basis will facilitate and enable all shareholders to participate fully in the proceedings by audio and/or video capabilities without the need to be physically present at the Meeting venue, which is advantageous given the current circumstances relating to Covid-19 and best health practices.
- A member entitled to virtually attend and vote at the above Meeting is entitled to appoint a proxy or proxies to exercise all or any of his rights to virtually attend, participate and vote in his/her stead, in accordance with the Administrative Details.
- A member is entitled to appoint not more than two (2) proxies to attend and vote at the meeting. A proxy may, but need not, be a member of the Company and there shall be no restriction as to the qualification of the proxy. Where a member appoints more than one (1) proxy, he shall specify the proportions of his/her holdings to be represented by each proxy, failing which the appointment shall be invalid.
- Where a member of the Company is an authorised nominee as defined under the Securities Industry (Central Depositories) Act 1991 ("SICDA"), it may appoint not more than two (2) proxies in respect of each securities account it holds in ordinary shares of the Company standing to the credit of the said securities account.
- Where a member of the Company is an exempt authorised nominee which holds ordinary shares in the Company for multiple beneficial owners in one (1) securities account ("Omnibus account"), there is no limit to the number of proxies which the exempt authorised nominee may appoint in respect of each omnibus account it holds. An exempt authorised nominee refers to an authorised nominee defined under the SICDA which is exempted from compliance with the provisions of subsection 25A(1) of the SICDA.
- The instrument appointing a proxy must be deposited at the Registered Office of the Company at 10th Floor, Menara Hap Seng, No. 1 & 3 Jalan P. Ramlee, 50250 Kuala Lumpur or via electronic means through the Boardroom Smart Investor Portal at <https://boardroomlimited.my> (please refer to Section E of the Administrative Details for details) not less than forty-eight (48) hours before the time appointed for holding the meeting i.e. Tuesday, 17 November 2020 at 10.00 a.m., or any adjournment thereof.
- The instrument appointing a proxy shall be in writing, under the hand of the appointor or his attorney duly authorised in writing or, if the appointor is a corporation, either under the corporation's seal or under the hand of an officer or attorney duly authorised.
- Shareholders would need to register as a member of Boardroom Smart Investor Portal first before they can request for the Remote Participation User identification number and password to virtually attend, participate and vote at the above Meeting via RPEV facilities, in accordance with the Administrative Details.
- For the purpose of determining who shall be entitled to attend the EGM virtually, the Company shall be requesting the Bursa Malaysia Depository Sdn. Bhd. to make available to the Company pursuant to Clause 62 of the Constitution of the Company, a Record of Depositors as at 12 November 2020 and only a Depositor whose name appear on such Record of Depositors shall be entitled to attend the EGM.