

# ADMINISTRATIVE NOTES

## ADMINISTRATIVE NOTES FOR THE FIRST ANNUAL GENERAL MEETING OF ISF GROUP BERHAD ("ISF" OR "THE COMPANY") ("1<sup>ST</sup> AGM" OR "MEETING")

Day and Date : Monday, 15 June 2026  
Time : 2:00 p.m. or at any adjournment thereof  
Meeting Venue : Dewan Inderaputera, Pulau Springs Resort, 20KM Jalan Pontian Lama, 81110 Pulai, Johor, Malaysia

### APPOINTMENT OF PROXY OR CORPORATE REPRESENTATIVE

1. A member who is entitled to participate and vote at the Meeting is entitled to appoint more than one (1) proxy to participate and vote in his/her stead. If you are not able to participate in the 1<sup>st</sup> AGM, you are encouraged to appoint the Chairman of the Meeting as your proxy and indicate the voting instructions in the Proxy Form.
2. The appointment of a proxy may be made in a hardcopy form or by electronic means in the following manner and must be received by the Company not less than forty-eight (48) hours before the time appointed for holding the Meeting or any adjournment thereof:
  - (i) In hardcopy form  
The proxy form shall be deposited at the Share Registrar's office, Securities Services (Holdings) Sdn. Bhd. at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan, Malaysia.
  - (ii) By electronic form  
The proxy form shall be electronically lodged via fax to +603-2094 9940 or by email to info@sshbsb.com.my.

Please ensure ALL the particulars as required in the proxy form are completed, signed and dated accordingly.

3. If you wish to participate in the Meeting yourself, please do not submit any proxy form for the Meeting. You will not be allowed to participate in the 1<sup>st</sup> AGM together with the proxy(ies) appointed by you.
4. If you have submitted your Proxy Form prior to the Meeting and subsequently decide to personally participate in the Meeting, please write in to info@sshbsb.com.my to revoke the earlier appointment of your proxy(ies) at least forty-eight (48) hours before the commencement of the Meeting. Upon revocation, your proxy(ies) will not be allowed to participate in the 1<sup>st</sup> AGM. In such event, kindly advise your proxy(ies) accordingly.
5. Any corporate member who wishes to appoint a representative instead of a proxy to attend the 1<sup>st</sup> AGM should submit the original Certificate of Appointment of Corporate Representative, Power of Attorney, letter of authority or other documents proving authority, under the corporation's seal to the Company's Share Registrar's office at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan, Malaysia at any time before the time appointed for holding the 1<sup>st</sup> AGM or to the registration staff on the meeting day for the Company's records.

## ADMINISTRATIVE NOTES (CONTINUED)

### PROCEDURES OF THE MEETING

- (a) The date of Record of Depositors for the 1<sup>st</sup> AGM is 8 June 2026. As such, only members whose names appear in the Company's Record of Depositors as at 8 June 2026 shall be entitled to attend the 1<sup>st</sup> AGM and participate, speak and vote thereat.
- (b) Members are encouraged to appoint the Chairman of the Meeting (or any other person) to act as proxy to attend and vote at the Meeting on their behalf by submitting the proxy form with predetermined voting instructions.
- (c) The Company will closely monitor the situation and reserve the right to take further measures or short-notice arrangements as and when appropriate in order to minimise any risk to the Meeting.
- (d) **Recording/Photography**

By participating in this 1<sup>st</sup> AGM, you agree that no part of the Meeting proceedings may be recorded, photographed, stored in any retrieval systems, reproduced, transmitted or uploaded in any form, platform or social media or by any means whether it is mechanical, electronic, photocopying, recording or otherwise without the prior written consent of the Company. The Company reserves the right to take appropriate legal actions against anyone who violates this rule.

Shareholders are advised to check Bursa Malaysia Securities Berhad's website and the Company's website at <https://isf.com.my> for the latest updates on the status of the Meeting.

### ENQUIRY

If you have any enquiry regarding the 1<sup>st</sup> AGM, please contact our Share Registrar during office hours from 8:30 a.m. to 5:30 p.m. on Monday to Friday (except public holidays) prior to the Meeting: -

**Securities Services (Holdings) Sdn. Bhd.**

Contact Person: Mr. Wong Piang Yoong /  
Puan Norhasliliwati Binti Abdullah Hashim /  
Cik Nur Suhaila Binti Che Ani  
Telephone No.: +603 2084 9000  
Email: [info@sshshb.com.my](mailto:info@sshshb.com.my)