

IREKA CORPORATION BERHAD
[Registration No: 197501004146 (25882-A)]
(Incorporated in Malaysia)

49th ANNUAL GENERAL MEETING (“AGM”)

ADMINISTRATIVE GUIDES

PROCEDURES FOR ELECTRONIC SUBMISSION OF PROXY FORM VIA VISTRA SHARE REGISTRY AND IPO (MY) PORTAL (“THE PORTAL”)

Procedure	Action
i. Steps for Individual Shareholders	
Register as a User at The Portal	1. Visit the website at https://srmy.vistra.com. 2. Click "Register" and select "Individual Holder" and complete the New User Registration Form. 3. For guidance, you may refer to the tutorial guide available on the homepage. 4. Once registration is completed, you will receive an email notification to verify your registered email address. 5. After verification, your registration will be reviewed and approved within one (1) working day. A confirmation email will be sent once approved. 6. Once you receive the confirmation, activate your account by creating your password. <i>If you are an existing user with The Portal or our TIIH Online portal previously, you are not required to register again.</i>
Proceed with submission of proxy form	1. After the release of the Notice of Meeting by the Company, login with your email address and password. 2. Select the corporate event: "IREKA CORPORATION BERHAD 49TH AGM" 3. Navigate to the 3 dots at the end of the corporate event and choose "SUBMISSION OF PROXY FORM". 4. Read and agree to the Terms and Conditions and confirm the Declaration. 5. Indicate the total number of shares assigned to your proxy(s) to vote on your behalf. 6. Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint the Chairman as your proxy. 7. Indicate your voting instructions – FOR or AGAINST or ABSTAIN. 8. Print the proxy form for your record.
ii. Steps for Corporation or Institutional Shareholders	
Register as a User at The Portal	1. Visit the website at https://srmy.vistra.com. 2. Click "Register" and select "Representative of Corporate Holder" and complete the New User Registration Form. 3. Complete the registration form with your personal details. 4. Once registration is completed, you will receive an email notification to verify your registered email address. 5. After verification, your registration will be reviewed and approval within two (2) working days. A confirmation email will be sent once approved. 6. Once you receive the confirmation, activate your account by creating your password. <i>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.</i>
Proceed with submission of proxy form	1. Login to https://srmy.vistra.com with your email address and password. 9. Select the corporate event: "IREKA CORPORATION BERHAD 49TH AGM" 2. Navigate to the icon ">" at the end of the corporate event.

	3. Read and agree to the Terms and Conditions and confirm the Declaration. 4. Select the corporate holder's name. 5. Proceed to download the submission file. 6. Prepare the file for the appointment of proxy(ies) by inserting the required data. 7. Proceed to upload the duly completed proxy appointment file. 8. Select "Confirm" to complete your submission. 9. Print the confirmation report of your submission for your record.
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