



ADMINISTRATIVE GUIDE FOR THE 56TH ANNUAL GENERAL MEETING (“56TH AGM”)

Date and Time : 4 June 2026, 11.00 a.m.
Venue : Bukit Kemuning Golf & Country Resort, Lot 6031, Batu 7, Bukit Kemuning,
42450 Shah Alam, Selangor Darul Ehsan

Dear Shareholders of HIL Industries Berhad (“HIL” or “the Company”)

REGISTRATION ON THE DAY OF 56TH AGM

1. Registration will commence at 10:00 a.m. and remain open until the conclusion of the 56th AGM or as determined by the Chairman of the meeting.
2. Please present your original National Registration Identity Card (NRIC) or Passport (for non-Malaysian) to the registration staff for verification. A photocopy of your NRIC or passport will not be accepted. Please ensure that the original NRIC or passport is returned to you thereafter. An identification wristband will be given to you thereafter for voting purposes. No one will be allowed to enter the meeting room without an identification wristband. The identification wristband must be worn throughout the AGM. There will be no replacement in the event you lose or misplace the identification wristband.
3. Registration must be done in person. No person is allowed to register on behalf of another even with the original NRIC or passport of that other person.
4. The registration counter will handle verification of identity, registration and revocation of proxy/proxies.

APPOINTMENT OF PROXY OR ATTORNEY OR CORPORATE REPRESENTATIVE

If a shareholder is not able to attend the 56th AGM on 4 June 2026, he/she can appoint a proxy or the Chairman of the meeting as his/her proxy and indicate the voting instructions in the Proxy Form.

Shareholders who appoint proxy(ies) to participate at the 56th AGM must ensure that the duly executed proxy forms are deposited in a hard copy form or by electronic means to Tricor not later than **Tuesday, 2 June 2026 at 11:00 a.m.**

The appointment of a proxy may be made in hard copy 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 AGM or any adjournment thereof at which the person named in the appointment proposes to vote:

(i) In hard copy form

In the case of an appointment made in hard copy form, the proxy form must be deposited with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd. (“Tricor”) at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, or the drop box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.

Any authority pursuant to which such an appointment is made by a power of attorney must be deposited with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd., Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or the drop box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia not later than **Tuesday, 2 June 2026 at 11:00 a.m.** to participate in the 56th AGM. A copy of the power of attorney may be accepted provided that it is certified notarially and/or in accordance with the applicable legal requirements in the relevant jurisdiction in which it is executed.

For a corporate member who has appointed an authorised representative to attend and vote on your behalf, please deposit the **ORIGINAL** certificate of appointment of corporate representative with the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn. Bhd., Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or the drop box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, before the time appointed for holding the AGM or any adjournment thereof.

The certificate of appointment should be executed in the following manner:

- 1) If the corporate member has a common seal, the certificate of appointment should be executed under seal in accordance with the constitution of the corporate member.
- 2) If the corporate member does not have a common seal, the certificate of appointment should be affixed with the rubber stamp of the corporate member (if any) and executed by:
 - (a) at least two (2) authorised officers of whom one shall be a director; or
 - (b) any director and/or authorised officers in accordance with the laws of the country under which the corporate member is incorporated.

(ii) By electronic form

The proxy form can be electronically lodged with the Share Registrar of the Company via **Vistra Share Registry and IPO (MY) portal** (“the Portal”) not later than **Tuesday, 2 June 2026 at 11:00 a.m.** and the procedures to submit your proxy form electronically are summarised below:

Procedure		Action
i. Steps for Individual Shareholders		
(a)	Register as a User at the portal	<ol style="list-style-type: none">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 working day. A confirmation email will be sent once approved.6. Once you receive the confirmation, activate your account by creating your password. <p><i>If you are an existing user with the Portal or our TIH Online portal previously, you are not required to register again.</i></p>
(b)	Proceed with submission of Proxy Form	<ol style="list-style-type: none">1. After the release of the Notice of Meeting by the Company, login with your username (i.e. email address) and password.2. Select the corporate event: "HIL INDUSTRIES BERHAD 56TH 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.

Procedure		Action
ii. Steps for Corporate or Institutional Shareholders		
(a)	Register as a User at the Portal	<ol style="list-style-type: none"> 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 approved 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. <p><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></p>
(b)	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> • Login to https://srmy.vistra.com with your email address and password. • Select the corporate event: "HIL INDUSTRIES BERHAD 56TH AGM". • Navigate to the icon ">" at the end of the corporate event. • Read and agree to the Terms and Conditions and confirm the Declaration. • Select the corporate holder's name. • Proceed to download the submission file. • Prepare the file for the appointment of proxy(ies) by inserting the required data. • Proceed to upload the duly completed proxy appointment file. • Select "Confirm" to complete your submission. • Print the confirmation report of your submission for your record.

Please note that only a depositor whose name appears on the Record of Depositors as at **25 May 2026** shall be entitled to attend or appoint proxies to attend and/or vote on his/her behalf at the 56th AGM.

DOOR GIFT/FOOD VOUCHER

There will be **NO distribution** of door gifts or food vouchers.

ENQUIRY

If you have any enquiry prior to the meeting, you may contact the Share Registrar during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except public holidays):

Tricor Investor & Issuing House Services Sdn Bhd <i>Registration No. 197101000970 (11324-H)</i> Unit 32-01, Level 32, Tower A Vertical Business Suite, Avenue 3, Bangsar South No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia		<i>Telephone Number</i>
	<i>General Line</i>	<i>603-2783 9299</i>
	<i>Email</i>	<i>is.enquiry@vistra.com</i>