GuocoLand (Malaysia) Berhad (192001000022 (300-K))
A Member of the Hong Leong Group

ADMINISTRATIVE NOTES TO SHAREHOLDERS FOR THE NINETY-EIGHTH ANNUAL GENERAL MEETING ("AGM" or "MEETING")

Day, Date : Friday, 2 December 2022
Time : 3.00 p.m.
Venue : Wau Bulan Ballroom, Level 2, Sofitel Kuala Lumpur Damansara
No. 6, Jalan Damanlela, Bukit Damansara, 50490 Kuala Lumpur

ANNUAL REPORT 2022, CORPORATE GOVERNANCE REPORT 2022 AND CIRCULARS TO SHAREHOLDERS

We are pleased to inform you that the following documents of GuocoLand (Malaysia) Berhad ("**GLM**" or the "**Company**") are available and can be downloaded from GLM's website at http://guocoland.com.my/investor-relations :

1. Annual Report 2022;
2. Corporate Governance Report 2022;
3. Circular to Shareholders in relation to:
   Part A: Proposed Renewal of Shareholders' Mandate for Recurrent Related Party Transactions of a Revenue or Trading Nature
   Part B: Statement in relation to the Proposed Renewal of Authority for the Purchase of Own Shares by the Company
   ("Circular to Shareholders 2022");
4. Circular to Shareholders in relation to Proposed Establishment of a New Executive Share Scheme and Proposed Allocation of Options and/or Grants to the Group Managing Director of GLM ("Circular to Shareholders - ESS")
5. Notice of AGM;
6. Form of Proxy;
7. Request Form; and
8. Administrative Notes.

In line with our continued commitment to environmental sustainability, we encourage you to refer to the digital version of the abovementioned documents. You may also scan the QR Code to access the documents. However, should you require a printed copy of the Annual Report 2022, Circular to Shareholders 2022 and/or Circular to Shareholders - ESS, please complete the Request Form and return the same to the address stated therein.

ENTITLEMENT TO ATTEND AND VOTE

Only shareholders whose names appear in the Record of Depositors as at 24 November 2022, or their appointed proxy(ies), shall be entitled to attend and vote at the AGM.

LODGEMENT OF FORM OF PROXY

If you are unable to attend the AGM on 2 December 2022 and wish to appoint a proxy(ies) or the Chairman of the Meeting to vote on your behalf, please deposit the duly executed Form of Proxy at the Registered Office of the Company at Level 32, Menara Hong Leong, No. 6, Jalan Damanlela, Bukit Damansara, 50490 Kuala Lumpur or lodge electronically via email at glm-gmeeting@guocoland.com, not less than forty-eight (48) hours before the time appointed for holding of the Meeting or adjourned Meeting.

If you wish to attend and participate in the Meeting yourself, please do not submit any proxy form for the Meeting. You will not be allowed to attend and participate in the Meeting together with a proxy appointed by you.

If you have submitted your Form of Proxy prior to the AGM and subsequently decide to appoint another person or wish to attend and participate in the Meeting yourself, please write in to glm-gmeeting@guocoland.com to revoke the earlier appointed proxy(ies) at least forty-eight (48) hours before the AGM. On revocation, your proxy(ies) will not be allowed to attend and participate in the Meeting. In such event, you should advise your proxy(ies) accordingly.

CORONAVIRUS DISEASE (COVID-19) SAFETY MEASURES

1. As a precautionary measure, a shareholder/proxy who has symptoms of being unwell is strongly advised not to attend the Meeting.

2. Attendees are encouraged to wear a face mask throughout the Meeting.

3. In the interest of health and safety of the attendees at the Meeting, GLM has the right to make changes to the administration and organisation of the Meeting as it deems necessary. Please visit Bursa Malaysia Securities Berhad's website or GLM's website for any latest announcements/updates in relation to the Meeting.

REGISTRATION

1. Registration will commence at 2.00 p.m. at the registration area and will end at a time as directed by the Chairman of the Meeting.

2. Please produce your original National Registration Identification Card ("NRIC")/Passport during registration for verification purposes. Only original NRIC/Passport is valid for registration. Please note that you are not allowed to register on behalf of another shareholder/proxy, even if the original NRIC/Passport of that other shareholder/proxy is produced. Please make sure you collect your NRIC/Passport after registration.

3. Upon registration, you will be given a polling device to facilitate the voting by way of a poll pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad ("MMLR").

4. The registration counter will only handle verification of identity and registration. If you have other enquiries or need clarification, please proceed to the Helpdesk.

POLL VOTING

1. Pursuant to Paragraph 8.29A(1) of the MMLR, the resolutions set out in the Notice of the AGM will be put to vote by way of a poll. GLM has appointed Propoll Solutions Sdn Bhd as Poll Administrator to conduct the poll by way of electronic voting, and Symphony Corporate Services Sdn Bhd has been appointed as the Independent Scrutineer to verify the poll result.

2. Electronic voting for the resolutions as set out in the Notice of the AGM will take place upon the conclusion of the deliberations of the business transacted. Poll voting shall commence as announced by the Chairman of the Meeting.

3. All attendees of the Meeting will be briefed and guided by the Poll Administrator before commencement of the voting process. If you encounter any problem in using the Polling Device during the Meeting, please raise your hand and our Poll Administrator personnel will provide assistance to you.

PARKING

1. Parking is available at the visitors' parking bays at Levels B3 to B5 of Damansara City Mall/Sofitel Kuala Lumpur Damansara.

2. The parking is free for the first two (2) hours.

MOBILE DEVICES

1. Please ensure that all mobile devices, i.e. phones/other sound emitting devices are switched off or put on silent mode during the Meeting to ensure smooth and uninterrupted proceedings.

2. Photography and recording of the Meeting proceedings, vocal or audio-visual, are strictly prohibited.

PERSONAL BELONGINGS

Please take care of your personal belongings. GLM will not be held responsible for any missing personal belongings.

GENERAL ENQUIRY

For enquiries and administrative details concerning the AGM, please contact the following during office hours:

Hong Leong Share Registration Services Sdn Bhd
Level 25, Menara Hong Leong
No. 6, Jalan Damanlela
Bukit Damansara
50490 Kuala Lumpur
Malaysia

Tel No.	:	03-2088 8818
Fax No.	:	03-2088 8990
Contact persons	:	Mr Allan Tang Chin Heng/ Ms Lee Mun Yee
Email address	:	hlsrs@hongleong.com

PERSONAL DATA NOTICE

By registering for participation in person for the AGM and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the member of the Company consents to and/or warrants that he/she has obtained the consent of the appointed proxy/representative (as applicable) for the collection, use, disclosure and processing of such personal data by the Company, its agents and/or third party service providers for purposes of organising, conducting, facilitating and administering the AGM; for enabling access to, participation in and the exercise of shareholder rights by the member or the appointed proxy/representative in the AGM; for communicating with the member; for preparing attendance lists, minutes of Meeting and any documents in relation to the AGM; and for the Company, its agents and/or third party service providers to comply with the requirements of applicable laws, listing rules, regulations and/or guidelines. The member agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of the above warranty.

LOCATION MAP

