

FOCUS POINT

FOCUS POINT HOLDINGS BERHAD

Registration No.: 200901041088 (884238-U)
(Incorporated in Malaysia)

ADMINISTRATIVE DETAILS EXTRAORDINARY GENERAL MEETING OF FOCUS POINT HOLDINGS BERHAD

REGISTRATION

1. Registration will start at 2.00 p.m. and will remain open until the conclusion of the Extraordinary General Meeting (“EGM”) or such time as may be determined by the Chairman of the meeting.
2. Shareholders or proxies are requested to produce/show their original MyKAD or Passport (for non-Malaysians) to the registration staff for verification purposes. Please ensure the original MyKAD or Passport is returned to you thereafter. Please take note that no person will be allowed to register on behalf of another person, even with the original MyKAD or Passport of that person.
3. Upon verification, shareholders or proxies will also be given the identification wristbands for voting purposes. No person will be allowed to enter the meeting hall without the identification wristband. There will be no replacement for the identification wristband if it is lost or misplaced.

CORPORATE MEMBERS

1. Corporate members who wish to appoint corporate representatives instead of a proxy, must deposit their original or duly certified certificate of appointment of corporate representative to Tricor Investor & Issuing House Services Sdn. Bhd. (“TIIH”) on or before the EGM.
2. Attorneys appointed by power of attorney are required to deposit their power of attorney with TIIH not later than Sunday, 27 July 2025 at 3.30 p.m. to attend and vote at the EGM.

PROXY

The appointment of proxy may be made in hard copy form or by electronic form in the following manner and must be received by the Company at least forty-eight (48) hours before the time appointed for holding the EGM or any adjournment thereof, otherwise the Proxy Form shall not be treated as valid:

In hardcopy form

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

In electronic form

You may also submit your proxy appointment electronically via TIIH Online website at <https://tiih.online>. Please do read and follow the procedures below to submit proxy form electronically.

ELECTRONIC LODGMENT OF PROXY FORM

Procedure	Action
i. Steps for Individual Shareholders	
Register as a User with TIIH Online	<ul style="list-style-type: none">• Using your computer, please visit the TIIH Online website at https://tiih.online. Register as a user under the “e-Services” section by selecting “Create Account by Individual Holder”. Please refer to the tutorial guide posted on the homepage for guidance.• If you are already a user with TIIH Online, you are not required to register again.
Proceed with submission of form of proxy	<ul style="list-style-type: none">• After the release of the Notice of EGM by the Company, login using your username (i.e. email address) and password.• Select the corporate event: FOCUSP EGM 2025 - SUBMISSION OF PROXY FORM”.• Read and agree to the Terms and Conditions, and confirm the Declaration.• Insert your CDS account number and indicate the number of shares your proxy/proxies are authorised to vote on your behalf.• Appoint your proxy/proxies by inserting the required details of your proxy/proxies, or you may choose to appoint the Chairman of the meeting as your proxy.• Indicate your voting instructions by selecting FOR or AGAINST for each resolution. If no instruction is provided, your proxy will decide on your votes.• Review and confirm the details of your proxy/proxies appointment.• Print a copy of the submitted proxy form for your record.
ii. Steps for corporation or institutional shareholders	
Register as a User with TIIH Online	<ul style="list-style-type: none">• Using your computer, please visit the TIIH Online website at https://tiih.online• Under the “e-Services” section, the authorised or nominated representative of the corporation or institutional shareholder selects “Create Account by Representative of Corporate Holder”.• Complete the registration form and upload the required documents.• Your registration will be verified, and you will be notified by email within one (1) to two (2) working days.• Proceed to activate your account with the temporary password given in the email and re-set your own password. <p>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</p>

	proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.
Proceed with submission of form of proxy	<ul style="list-style-type: none"> • Login to TIIH Online at https://tiih.online • Select the corporate event: “FOCUSP EGM 2025 – SUBMISSION OF PROXY FORM” • Read and agree to the Terms and Conditions, and confirm the Declaration. • Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein. • Prepare the file for the appointment of proxies by inserting the required details. • Proceed to upload the duly completed proxy appointment file. • Select “Submit” to complete your submission. • Print the confirmation report of your submission for your record.

GENERAL MEETING RECORD OF DEPOSITORS

For the purpose determining who shall be entitled to attend the EGM, the Company will be requesting Bursa Malaysia Depository Sdn. Bhd. to issue a General Meeting Record of Depositors as at 21 July 2025 and only a depositor whose name appears on such Record of Depositors shall be entitled to attend the said meeting.

NO RECORDING OR PHOTOGRAPHY

No recording or photography of the EGM proceedings is allowed without prior written permission of the Company.

DOOR GIFT

No door gift would be provided at the EGM.

ENQUIRY

For any enquiries and administrative details relating to the EGM, please contact Tricor Investor & Issuing House Services Sdn Bhd during office hours from 9.00 a.m. to 5.00 p.m. on Monday to Friday (except on public holidays), detail as follows:

Tricor Investor & Issuing House Services Sdn. Bhd.

General	:	+603 - 2783 9299
Email address	:	is.enquiry@vistra.com
Pn Azizah Kadir	:	+603 - 2783 9260 / azizah@vistra.com
En Mohammad Samsol	:	+603 - 2783 9243 / mohammad.samsol@vistra.com
Pn Zakiah Wardi	:	+603 - 2783 9287 / zakiah@vistra.com