

THE NEW STRAITS TIMES PRESS (MALAYSIA) BERHAD

Registration No : 196101000449 (4485 H)

(Incorporated in Malaysia)

ADMINISTRATIVE DETAILS FOR THE 48TH ANNUAL GENERAL MEETING

Meeting Date	:	Monday, 6 July 2020
Time	:	10.00 a.m.
Broadcast Venue	:	Theatrette, Ground Floor, Balai Berita., Anjung Riong, No. 31, Jalan Riong, Bangsar, 59100 Kuala Lumpur

Dear Shareholders,

- In light of the COVID-19 outbreak and as part of the safety measures, the 48th AGM of the Company will be conducted on a fully virtual basis through live webcast and online remote voting using the Remote Participation and Voting Facilities (collectively referred hereinafter as 'RPV') "online AGM" or "electronic AGM").
- The Broadcast Venue mentioned above is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which stipulates that the Chairman of the meeting shall be at the main venue of the 48th AGM.
- Digital Copies of AGM Documents**

As part of our dedicated commitment to sustainable practices, the following documents can be downloaded from the Company's AGM Bitesite www.nstp.com.my/48thAGM. Please access the online softcopy through your device by scanning this QR code for the:



48th AGM

- Notice of the 48th AGM
- Proxy Form
- Statutory Financial Statements for the Financial Year Ended 2019
- Request Form for the Statutory Financial Statements for the Financial Year Ended 2019

You may request for the printed Statutory Financial Statements for the Financial Year Ended 2019 by completing and submitting the Request Form which can be downloaded from the Company's AGM Bitesite www.nstp.com.my/48thAGM. The printed Statutory Financial Statements for the Financial Year Ended 2019 will be delivered as soon as reasonably practicable.

Follow the steps below to scan the QR Code reader in 3 easy steps:



Download the
"QR Code
Reader" on App
Store or
Play Store



Run the QR Code
Reader App and
point your camera
to the QR Code



Get access
to the
softcopy of
Statutory
Financial
Statements
for the
FYE2019

4. No Vouchers / Door Gifts

There will be **no vouchers or any door gifts** for shareholders/proxies who participate in the 48th AGM.

5. Entitlement to Participate and Vote

In respect of deposited securities, only members whose names appear on the Record of Depositors on **29 June 2020** (General Meeting Record of Depositors) shall be eligible to participate in the AGM or appoint proxy(ies) to participate and/or vote on his/her behalf.

6. Proxy Form

Shareholders are encouraged to go online, participate, and vote at the 48th AGM using remote participation and electronic voting facilities. If you are not able to participate in the online AGM, you can appoint the Chairman of the meeting as your proxy and indicate the voting instructions in the proxy form.

You may download the Proxy Form for the AGM from our website at www.nstp.com.my/48thAGM.

Please ensure that the original form is deposited at the Share Registrar's office as set out below not less than 48 hours before the time appointed for holding the meeting. We do not acknowledge receipt of the Proxy Form.

THE NEW STRAITS TIMES PRESS (MALAYSIA) BERHAD

(Registration No : 196101000449 [4485 H])

c/o Boardroom Share Registrars Sdn. Bhd.

11th Floor, Menara Symphony

No. 5, Jalan Prof. Khoo Kay Kim

Seksyen 13, 46200 Petaling Jaya

Selangor Darul Ehsan, Malaysia

Office : +60 3 7890 4700

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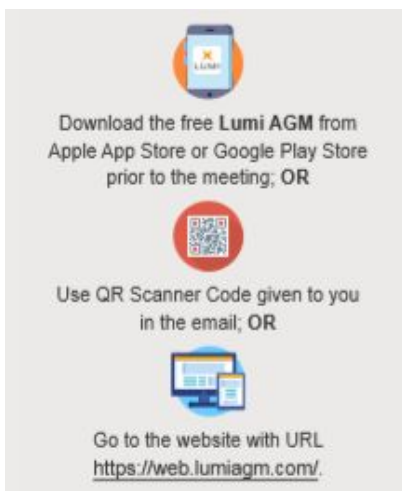
Alternatively, you may deposit your proxy form by electronic means through the Share Registrar's website, Boardroom Smart Investor Online Portal. Kindly follow the link at <https://www.boardroomlimited.my/> to login and deposit your proxy form electronically, also 48 hours before the meeting.

7. Revocation of Proxy

If you have submitted your Proxy Form and subsequently decide to appoint another person or wish to participate in our electronic AGM by yourself, please write in to bsr.helpdesk@boardroomlimited.com to revoke the earlier appointed proxy 48 hours before the meeting.

8. Voting Procedure

- i. The voting will be conducted by poll. The Company has appointed Boardroom Share Registrars Sdn Bhd as Poll Administrator to conduct the poll by way of electronic voting (e-Voting). The Company will also be appointing Boardroom Corporate Services Sdn Bhd as Scrutineers ("Scrutineers") to verify the poll results.
- ii. During the online AGM, the Chairman will invite the Poll Administrator to brief on the e-Voting housekeeping rules. The voting session will commence as soon as the Chairman calls for the poll to be opened and until such time when the Chairman announces the closure of the poll.
- iii. For the purposes of this online AGM, e-Voting will be carried out via personal smart mobile phones, tablets or personal computer/ laptops.
- iv. There are 3 methods for members and proxies who wish to use their personal voting device to vote remotely. The methods are:-



- v. The Scrutineers will verify the poll result reports upon the closing of the poll session by the Chairman. The Scrutineers will announce the results thereafter, and the Chairman will declare whether the resolutions put to the vote were successfully carried or not.
- vi. In accordance with the Company's Constitution, members are entitled to vote at the online AGM either personally or by proxy, based on the General Meeting Record of Depositors.

9. Steps for registration for remote participation and electronic voting

- i. Please note that the Remote Participation and Electronic Voting is available to
 - (i) Individual member;
 - (ii) Corporate shareholder;
 - (iii) Authorised Nominee; and
 - (iv) Exempt Authorised Nominee.
- ii. You will be able to view a live webcast of the AGM proceedings, pose questions to the board, and submit your votes in real-time whilst the meeting is in progress.
- iii. Kindly follow the steps below on how to request for a login ID and password. Please note that shareholders are required to request the Login ID and password if you intend to participate in the online AGM.

Step 1 – Register Online with Boardroom Smart Investor Portal (for first time registration only)

[Note: If you have already signed up with Boardroom Smart Investor Portal, you are not required to register again. You may proceed to Step 2. Submit request for Remote Participation user ID and password.]

- a. Access website <https://boardroomlimited.my>
- b. Click <<Login>> and click <<Register>> to sign up as a user.
- c. Complete registration and upload softcopy of MyKAD (front and back) or Passport.
- d. Please enter a valid email address and wait for Boardroom's email verification.
- e. Your registration will be verified and approved within one business day and an email notification will be provided.

Step 2 – Submit Request for Remote Participation User ID and Password

[Note: The registration for remote access will be opened on 16 June 2020]

Individual Members

If you intend to

- Login to <https://boardroomlimited.my> using your user ID and password above.
- Select "Hybrid/Virtual Meeting" from main menu and select the correct Corporate Event "**NSTP 48th Virtual AGM**".
- Enter your CDS Account.
- Read and agree to the terms & condition and thereafter submit your request.

Corporate Shareholders

- Write in to bsr.helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Certificate of Appointment of Corporate Representative or Form of Proxy to submit the request.
- Please provide a copy of Corporate Representative's MyKad (Front and Back) as well as his/her email address.

Authorised Nominee and Exempt Authorised Nominee

- Write in to bsr_helpdesk@boardroomlimited.com by providing the name of Member, CDS Account Number accompanied with the Form of Proxy to submit the request.
 - a. You will receive notification(s) from Boardroom that your request(s) has been received and is/are being verified.
 - b. Upon system verification against the General Meeting Record of Depositories as at 29 June 2020, you will receive an email from Boardroom either approving or rejecting your registration for remote participation.
 - c. You will also receive your remote access user ID and password along with the email from Boardroom if your registration is approved.
 - d. Kindly be informed that if you are registering for NSTP 48th Virtual AGM, you will be receiving 1 email from Boardroom.
 - e. Please note that the closing time to submit your request is at 10.00 a.m. on 4 July 2020 (48 hours before the commencement of the online AGM).

Step 3 – Login to Virtual Meeting Portal

[Please note that the quality of the connectivity to Virtual Meeting Portal for live web cast as well as for remote online voting is highly dependent on the bandwidth and the stability of the internet connectivity available at the location of the remote users.]

- a. The Virtual Meeting Portal will be open for login starting an hour (1 hour) before the commencement of AGM at 9.00 a.m. on 6 July 2020.
- b. Follow the steps given to you in the email along with your remote access user ID and password to login to the Virtual Meeting portal. (Refer to Step 2(c) above)
- c. The steps will also guide you how to view live web cast, ask questions and vote.
- d. The live web cast will end and the Messaging window will be disabled the moment the Chairman announces the closure of the AGM.
- e. You can now logout from Virtual Meeting Portal.

- iv. Shareholders who are unable to participate in our online AGM are encouraged to appoint the Chairman of the Meeting to vote on their behalf. You may use Boardroom Smart Investor Portal proxy appointment service to submit your proxy appointment.

10. Participation through Live Webcast, Question and Voting at the online AGM

The Chairman and the Board of Directors will endeavour their best to respond to the questions submitted by shareholders which are related to the resolutions to be tabled at the 48th AGM, as well as financial performance of the Company.

Shareholders may proceed to cast votes on each of the proposed resolutions, to be tabled at the 48th AGM, after the Chairman has opened the poll on the resolutions. Shareholders are reminded to cast their votes before the poll is closed.

11. Presentation at the online AGM

Shareholders who participate in the online AGM are able to view the Company's presentation or slides via the live webstreaming.

12. Procedure of the online AGM

The Login User Guide for participation, posing questions and voting at the 48th AGM, will be emailed to you together with your remote access user ID and password once your registration has been approved.

You must ensure that you are connected to the internet at all times in order to participate and vote when the AGM has commenced. Therefore, it is your responsibility to ensure that connectivity for the duration of the meeting is maintained. Kindly note that the quality of the live streaming is dependent on the bandwidth and stability of the internet connection at the location of the remote participant.

13. Communication Guidance

Shareholders are also reminded to monitor the Company's website and announcements for any changes to 48th AGM arrangements.

14. No Recording or Photography

STRICTLY no recording or photography of the 48th AGM proceedings is allowed.

15. Pre-Meeting Submission of Questions to the Board of Directors

To administer the proceedings of the AGM in an orderly manner, Shareholders may before the AGM, submit questions to the Board of Directors via email to nstpcorpcomm@mediaprima.com.my no later than 29 June 2020 at 10.00 a.m. The Board of Directors will endeavour to address the questions received at the AGM.

16. Enquiry

If you have any general enquiry prior to the AGM, please contact the following persons from Boardroom Share Registrars Sdn Bhd during office hours :-

Contact Persons :

Encik Mohamed Sophiee Ahmad Nawawi (603-7890 4716)

Encik Mohammad Helmi Nuri (603-7890 4717)

Helpdesk (603-7890 4700)