GENETEC TECHNOLOGY BERHAD
Registration No. 199701030038 (445537-W)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE TWENTY-EIGHTH ANNUAL GENERAL MEETING ("28TH AGM" or "Meeting")

Day and Date	:	Wednesday, 18 November 2026
Time	:	10.00 a.m.
Venue	:	Halls Jade 1 & 2, Jade Hills Resort Club, Persiaran Jade Hills Utama, Jade Hills, 43000 Kajang, Selangor Darul Ehsan

REGISTRATION ON THE DAY OF THE 28TH AGM

1. The registration counter will open at 9.00 a.m. on Wednesday, 18 November 2026 and will remain open until the conclusion of the 28th AGM or such time as may be determined by the Chairman of the Meeting.

2. Please produce your **ORIGINAL** MyKad or Passport (for foreign shareholders) during registration for verification purposes. Only the original MyKad or Passport is valid for registration. Please ensure that you collect your MyKad or Passport upon completion of registration.

3. Please note that each shareholder or proxy must register personally. Registration on behalf of another shareholder or proxy is not permitted, even upon presentation of the original MyKad or passport of such shareholder or proxy.

4. After verification and registration, you will be given an identification wristband. If you are attending the Meeting as a shareholder as well as a proxy, you will be registered once and will only be given one identification wristband to enter the meeting hall. There is no replacement in the event that you lose/misplace the identification wristband.

5. After registration and signing on the Attendance List, please vacate the registration area.

6. The registration counter will only handle verification of shareholdings and registration. For other clarifications or queries, you may proceed to the Help Desk.

APPOINTMENT OF CORPORATE REPRESENTATIVES

Corporate members who wish to appoint corporate representatives instead of a proxy are required to deposit the original or duly certified copy of the appointment of corporate representative(s) with Vistra Investor & Issuing House Services Sdn Bhd *(formerly known as Tricor Investor & Issuing House Services Sdn Bhd)* ("**Vistra**") on or before the 28th AGM.

APPOINTMENT OF PROXY OR ATTORNEY

1. Only members whose names appear on the Record of Depositors as at **10 November 2026** shall be eligible to attend, speak and vote at the 28th AGM or appoint proxy(ies) to attend and vote on his/her behalf.

2. A member may appoint the Chairman of the Meeting as his/her proxy and indicate the voting instructions in the Proxy Form.

3. If you wish to participate in the 28th AGM in person, please do not submit any Proxy Form for the 28th AGM. A member and his/her appointed proxy shall not both participate and vote at the 28th AGM in respect of the same shares.

4. A member may revoke the appointment of a proxy by submitting a written notice to the Company's Share Registrar, Vistra, at least 24 hours before the appointed time of the AGM.

5. Accordingly, proxy forms and/or documents relating to the appointment of proxy/attorney for the 28th AGM, whether in hard copy form or by electronic means, shall be deposited or submitted in the following manner not later than **Monday, 16 November 2026 at 10.00 a.m.**:

(i) In hard copy form

The proxy form shall be deposited with the Share Registrar of the Company, Vistra at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Wilayah Persekutuan or alternatively, at the designated drop box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur.

(ii) By electronic form

The procedures to submit your proxy form electronically via Vistra Share Registry and IPO (MY) portal ("**Vistra SRMY portal**") are summarised below:

Procedure	**Action**
i. Steps for Individual Shareholders	
Register as a User at Vistra SRMY 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. *If you are an existing user of the Vistra SRMY portal or our TIIH Online portal previously, you are not required to register again.*
Proceed with submission of proxy form	1. After the release of the Notice of Meeting by the Company, log in with your email address and password. 2. Select the corporate event: "**GENETEC TECHNOLOGY BERHAD 28TH 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 Corporation or Institutional Shareholders	
Register as a User at Vistra SRMY 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 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. *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 Vistra if you need clarification on the user registration.*
Proceed with submission of proxy form	1. Log in to https://srmy.vistra.com with your email address and password. 2. Select the corporate event: "**GENETEC TECHNOLOGY BERHAD 28TH AGM**". 3. Navigate to the icon ">" at the end of the corporate event. 4. Read and agree to the Terms and Conditions and confirm the Declaration. 5. Select the corporate holder's name. 6. Proceed to download the submission file. 7. Prepare the file for the appointment of proxy(ies) by inserting the required data. 8. Proceed to upload the duly completed proxy appointment file. 9. Select "**Confirm**" to complete your submission. 10. Print the confirmation report of your submission for your record.

POLL VOTING

The voting at the 28th AGM will be conducted by poll in accordance with Paragraph 8.29(A)(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Vistra Investor & Issuing House Services Sdn Bhd *(formerly known as Tricor Investor & Issuing House Services Sdn Bhd)* to conduct the poll voting electronically.

Upon completion of the voting session for the 28th AGM, the Scrutineers will verify the poll results for the announcement by the Chairman, who will then declare whether the resolutions have been duly passed.

NO RECORDING OR PHOTOGRAPHY

Unauthorised recording and photography are strictly prohibited during the Meeting.

ENQUIRY

If you have any enquiries prior to the Meeting, you may contact the following personnel during office hours on Monday to Friday from 8.30 a.m. to 5.30 p.m. (except on public holidays).

Vistra Investor & Issuing House Services Sdn *Bhd (formerly known as Tricor Investor & Issuing House Services Sdn Bhd)*

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