SNS NETWORK TECHNOLOGY BERHAD
Registration No.: 201601002835 (1173761-W)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR
EXTRAORDINARY GENERAL MEETING ("EGM" OR "MEETING")

DETAIL OF MEETING

Date	Friday, 7 July 2023
Time	11:30 a.m. or immediately after the conclusion or adjournment (as the case maybe) of the 2023 Annual General Meeting ("AGM") of the Company, which will be held at the same venue and on the same day at 10:00 a.m., whichever is later, or at any adjournment thereof.
Broadcast Venue	12th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia.

The Meeting will be conducted fully virtual basis through live streaming and online Remote Participating and Electronic Voting ("**RPEV**") facilities via online meeting platform at https://meeting.boardroomlimited.my (Domain Registration No. with MYNIC – D6A357657), provided by Boardroom Share Registrars Sdn Bhd ("**Share Registrar**") in Malaysia. Shareholders are reminded to kindly check announcements for the latest announcements or updates, if any, regarding the status of the EGM.

MODE OF MEETING
With reference to the revised *'Guidance and FAQs on the Conduct of General Meetings for Listed Issuers'* issued by the Securities Commission Malaysia ("**SC's Guidance**") on 7 April 2022, listed issuers are encouraged to continue leveraging technology in conducting general meetings beyond Movement Control Order.

In addition, in line with the Malaysian Code on Corporate Governance Practice 12.3, by conducting a virtual EGM, this would promote greater shareholder participation as it facilitates electronic voting and remote shareholders' participation. With the virtual meeting facilities, you may exercise your right as a member of the Company to participate (including to pose questions to the Board of Directors and/or Management of the Company) and vote at the EGM. Alternatively, you may also appoint the Chairman of the Meeting as your proxy to attend and vote on your behalf at the EGM.

Please note that it is your responsibility to ensure the stability of your internet connectivity throughout the Meeting as the quality of the live webcast and online remote voting is dependent on your internet bandwidth and stability of your internet connection.

ENTITLEMENT TO PARTICIPATE AND VOTE
Only a depositor whose name appears on the Record of Depositors of SNS as at 27 June 2023 shall be entitled to attend the EGM via RPV facilities or appoint a proxy(ies) to participate and vote on his/her behalf by returning the proxy form. A proxy must be 18 years and above and need not be a member of the Company.

BROADCAST VENUE
The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which requires that the Chairman of the meeting to be present at the main venue.

Shareholders/proxies/corporate representatives **WILL NOT BE ALLOWED to be physically present** nor will they be admitted at the broadcast venue on the day of the EGM. Shareholders/proxies/corporate representatives who turn up at the Broadcast Venue would be requested to leave the venue politely.

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LODGEMENT OF PROXY FORM

If you are unable to attend the EGM and wish to appoint the Chairman of the EGM as your proxy to vote on your behalf, please deposit your proxy form at the office of the Company's Share Registrar, **Boardroom Share Registrars Sdn Bhd ("Boardroom") at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia** not less than forty-eight (48) hours before the time of holding the EGM, i.e. latest by **Wednesday, 5 July 2023 at 11.30 a.m.** Any alteration to the Form of Proxy must be initialled.

Alternatively, the proxy appointment may also be lodged electronically at https://investor.boardroomlimited.com, which is free and available to all individual shareholders, not less than forty-eight (48) hours before the time of holding the EGM, i.e. latest by by **Wednesday, 5 July 2023 at 11.30 a.m.** For further information, kindly refer to the "Electronic Lodgement of Form of Proxy" below.

Step 1 Register Online with Boardroom Smart Investor Portal (BSIP) (for first time registration only)
(Note: If you have already signed up with BSIP, you are not required to register again. You may proceed to Step 2 on eProxy Lodgement.) a. Go to BSIP website @ https://investor.boardroomlimited.com. b. Click **<<Register>>** to sign up as a user. c. Please select the correct account type i.e. sign up as "**Shareholder**" or "**Corporate Holder**" d. Complete registration with all required information. Upload and attached your MyKAD front and back image (for Malaysian) or Passport (for foreigner). For Corporate Holder, please upload the authorisation letter (template available) as well. Click **<<Register>>**. e. You will receive an e-mail from BSIP Online for e-mail address verification. Click on **<<Verify E-mail Address>>** from the e-mail received to proceed with the registration. *f.* Once your email address is verified, you will be re-directed to BSIP Online for verification of mobile number. Click on **<<Request OTP Code>>** and an OTP code will be sent to the registered mobile number. You will need to enter the OTP Code and click **<<Enter>>** to complete the process. *g.* Once your mobile number is verified, registration of your new BSIP account will be pending for final verification. h. An e-mail will be sent to you to inform the approval of your BSIP account within one (1) business day. Subsequently, you can login at https://investor.boardroomlimited.com with the e-mail address and password filled up by you during registration to proceed.

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Step 2   eProxy Lodgement

For Individual/ Corporate Shareholder

a.   Go to BSIP website @ https://investor.boardroomlimited.com and login with your registered email address and password from Step 1 above.

   [Note: If you do not have an account with BSIP, please sign-up/register with BSIP for free - refer to Item Step 1 for guide.]

b.   Select and click on **<< Meeting Event>>**.

c.   Go to **SNS NETWORK TECHNOLOGY BERHAD EXTRAORDINARY GENERAL MEETING** and click **<<Enter>>**.

d.   Click on **<<Submit eProxy Form>>**.

e.   Select the company you would like to be represented (if more than one), for Corporate Shareholder.

f.   Enter your CDS Account Number and insert the number of securities.

g.   Appoint the Chairman of the meeting or your proxy(ies).

h.   Read the terms & conditions and confirm the declaration by clicking "**Next**".

i.   Enter the required particulars of your proxy(ies)

j.   Indicate your voting instructions – **FOR or AGAINST**, otherwise your proxy(ies) will decide your votes during the meeting.

k.   Review and confirm your proxy(ies) appointment.

l.   Click **<<Apply>>**; and

m.   Download or print the e-proxy Form acknowledgment.

For Authorised Nominee and Exempt Authorised Nominee

a.   Go to BSIP website at https://investor.boardroomlimited.com.and login with your registered email address and password from Step 1 above.
   [Note: If you do not have an account with BSIP, please sign-up/register with Boardroom Smart Investor PortalBSIP for free - refer to Item Step 1 for guide.]

b.   Select "**SNS NETWORK TECHONOLOGY EXTRAORDINARY GENERAL MEETING**" from the list of Meeting Event and click "**ENTER**".

c.   Click on "**Submit eProxy Form**".

d.   Select the company you would like to represent (if more than one).

e.   Proceed to download the file format for "**Submission of Proxy Form**" from BSIP.

f.   Prepare the file for the appointment of proxies by inserting the required data.

g. Proceed to upload the duly completed proxy appointment file.

h. Review and confirm your appointment and click "Submit".

i. Download or print the eProxy form as acknowledgement.

Notes:
- *If you are the authorised representatives for more than one (1) authorised nominee / exempt authorised nominee/corporate shareholder, kindly click the home button and select "Edit Profile" in order to add company name.*

- Closing for proxy form submission is at 11.30 a.m. of 5 July 2023 (48 hours before the EGM)

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

REVOCATION OF PROXY

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

VOTING PROCEDURE

The voting will be conducted by poll in accordance with Paragraph 8.29A of Bursa Malaysia Securities Berhad's Main Market Listing Requirements. The Company has appointed Boardroom as the Poll Administrator to conduct the poll by way of electronic voting (e-Voting) and Boardroom Corporate Services Sdn. Bhd. as Independent Scrutineer to verify the poll results.

Members and proxies are required to use one (1) of the following methods to vote remotely:
  (i)   Scan the QR Code provided in the user login guide.
  (ii)   Navigate to the website at https://meeting.boardroomlimited.my.

During the EGM, 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. Kindly refer to voting procedures under RPEV for guidance on how to vote remotely at https://investor.boardroomlimited.com.

For the purpose of this EGM, e-Voting can be carried out by using either personal smart mobile phones, tablets, personal computers or laptops.

The polling will only commence after announcement of poll being opened by the Chairman and until such time when the Chairman announces the closure of poll.

The Independent Scrutineer will verify the poll result reports upon closing of the poll session by the Chairman. Thereafter, the Chairman will announce and declare whether the resolutions put to vote were successfully carried or otherwise.

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VIRTUAL MEETING FACILITIES
You will be able to view a live webcast of the Meeting proceedings, ask questions and submit your votes in real-time whilst the Meeting is in progress.

Please note that all members including (i) individual members; (ii) corporate shareholders; (iii) authorised nominees; and (iv) exempt authorised nominees shall use the RPEV facility to participate and vote remotely at the EGM. You will be able to view a live webcast of the meeting, ask questions and submit your votes in real time whilst the meeting is in progress.

Kindly follow the steps below to request for your login ID and password and usage of the RPEV facility:-

Procedure	Action
Before the day of the EGM	
1 Register Online with BSIP *(for first time registration only*	**[Note: If you have already signed up with BSIP, you are not required to register. You may proceed to Step 2.]** (a) Go to BSIP website at https://investor.boardroomlimited.com. (b) Click **<<Register>>** to sign up as a user. (c) Please select the correct account type i.e. sign up as "**Shareholder**" or "**Corporate Holder**" (d) Complete registration with all required information. Upload and attached your MyKad front and back image (for Malaysian) or Passport (for foreigner). For Corporate Holder, please upload the authorisation letter (template available) as well. Click **<<Register>>**. (e) You will receive an e-mail from BSIP Online for e-mail address verification. Click on **<<Verify E-mail Address>>** from the e-mail received to proceed with the registration. (f) Once your email address is verified, you will be re-directed to BSIP Online for verification of mobile number. Click on **<<Request OTP Code>>** and an OTP code will be sent to the registered mobile number. You will need to enter the OTP Code and click **<<Enter>>** to complete the process. (g) Once your mobile number is verified, registration of your new BSIP account will be pending for final verification. (h) An e-mail will be sent to you to inform the approval of your BSIP account within one (1) business day. Subsequently, you can login at https://investor.boardroomlimited.com with the e-mail address and password filled up by you during registration to proceed.
2 Submit request for remote participation User ID and Password	Registration for remote access will be opened on 19 June 2023. Please note that the closing time to submit your request is at 11.30 a.m. on 5 July 2023 (48 hours before the commencement of the EGM). Individual Members a. Go to BSIP website at https://investor.boardroomlimited.com and login with your registered email address and password from Step 1 above. b. **[Note: If you do not have an account with BSIP, please sign-up/register with BSIP for free - refer to Item Step 1 for guide.]** c. Select and click on **<<Corporate Meeting>>**.

		d. Select **SNS NETWORK TECHNOLOGY EXTRAORDINARY GENERAL MEETING** click **<<Enter>>**. e. Go to **<<VIRTUAL>>** AND click on **<<Register>>** for RPEV. f. Enter your CDS Account Number. g. Read and accept the terms & conditions by clicking "**Register**" to submit your request. h. You will receive a notification that your RPV registration has been received and is being verified. i. Upon system verification against the EGM's Record of Depositors as at 27 June 2023, you will receive an email from Boardroom either approving or rejecting your registration for the remote participation. j. If approved, RPV credential will be provided in your email. k. Please note that one (1) user ID and password can only log on to one (1) device at a time. l. If rejected, a rejection note will be provided in your email. Note: Closing for proxy form submission is at 11.30 a.m. of 5 July 2023 (48 hours before the EGM)
		Corporate Shareholders, Authorised Nominee and Exempt Authorised Nominee (a) Write in to bsr.helpdesk@boardroomlimited.com by providing the name of the Member and CDS Account Number, accompanied by the Certificate of Appointment of Corporate Representative or Form of Proxy (as the case may be) to submit the request. (b) Please provide a copy of the Corporate Representative's or proxy holder's MyKad/Identification Card (front and back) or Passport as well as his/her email address. (c) You will receive notification from Boardroom that your request has been received. (d) Upon system verification of your registration against the **General Meeting ROD as at 27 June 2023**, you will receive your remote access User ID and Password along with the email from Boardroom if your registration is approved. (e) Please note that one (1) user ID and password can only log on to one (1) device at a time. (f) Please note that the closing date and time to submit your request is by **Wednesday, 5 July 2023 at 11.30 a.m.**
	On the day of the EGM	
3	Login to Meeting Platform	(a) The Meeting Platform will be opened for login one (1) hour before the commencement of the EGM. (b) The Meeting Platform can be accessed via one of the following:- ➢ Scan the QR Code provided in the user login guide. ➢ Navigate to the website at https://meeting.boardroomlimited.my. Enter the Meeting ID No. and sign in with the user ID and password provided to you via the email notification in Step 2.

4	Participate	(*Note: Questions submitted online will be moderated before being sent to the Chairman to avoid repetition*)
		(a) If you would like to view the live webcast, select the broadcast icon.
		(b) If you would like to ask a question during the EGM, select the messaging icon.
		(c) Type your message within the chat box and click the send button once completed.
		Please note that the quality of the connectivity to the Meeting Platform for live webcast, as well as for remote voting is highly dependent on the bandwidth and stability of the internet connection available at the location of the remote users. Kindly ensure that you are connected to the internet at all times in order to participate and vote when the virtual EGM has commenced. Therefore, it is your responsibility to ensure that connectivity for the duration of the meeting is maintained.
5	Voting	(a) Once the meeting is open for voting, the polling icon will appear with the resolutions and your voting choices.
		(b) To vote, simply select your voting direction from the options provided. A confirmation message will appear to show your vote has been received.
		(c) To change your vote, simply select another voting direction.
		(d) If you wish to cancel your vote, please press **<<Cancel>>**.
6	End of Participation	(a) Upon the announcement by the Chairman on the closure of the EGM, the live webcast will end.
		(b) You can now logout from the Meeting Platform.

INTERNET CONNECTION

Kindly ensure that you are connected to the internet at all times in order to participate and vote when our virtual EGM 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 webcast is dependent on the bandwidth and stability of the internet connection of the participants.

NO BREAKFAST/LUNCH PACKS, DOOR GIFT/FOOD VOUCHER

There will be **NO distribution** of breakfast/lunch packs, food vouchers or door gifts for the EGM since the meeting is being conducted on a fully virtual basis.