Registration No.: 198001001793 (55576-A)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE

For the 45th Annual General Meeting
(hereinafter referred to as "AGM" or the "Meeting")

Day & Date	:	**Thursday, 13 November 2025**
Time	:	**11.30 a.m.**
Venue	:	**The Glass Box** Level 9, The MET Corporate Towers, No. 20, Jalan Dutamas 2, 50480 Kuala Lumpur, Malaysia.

This AGM marks a pivotal moment in Turiya Berhad's corporate journey.
The Company invites your presence not just as a participant, but as a valued promoter of our evolution.
Your engagement and cooperation in upholding the dignity and purpose of the Meeting is deeply appreciated.

1. PARTICIPATION

1.1. The Company welcomes all members whose names appear on the Record of Depositors of the Company as at **6 November 2025**, to attend the Meeting in person, or to appoint proxy(ies) to attend, speak and vote on their behalf.

1.2. **Lodgement of Proxy**

1.2.1. Should you plan to attend the AGM personally, there is no need to submit a Form of Proxy.

1.2.2. If you are unable to attend in person, you are encouraged to appoint a proxy(ies), including the Chairman of the Meeting if desirable, to attend, speak, and vote on your behalf. You may indicate your voting instructions clearly in the Form of Proxy provided, following the notes and instructions printed therein.

1.2.3. Completed Forms of Proxy must be submitted no later than **11.30 a.m. on Wednesday, 12 November 2025**, being at least 24 hours prior to the time set for the commencement of the AGM.

1.2.4. **In Hardcopy Form**

a. Please deposit your Form of Proxy 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.

b. Any alteration to be made to a submitted Form of Proxy must be initialled by the appointing member, unless it necessitates revocation and re-submission in accordance with the procedure under Section 2.

1.2.5. **By Electronic Means** *** Please follow the steps below.*

⇒ For Individual / Corporate Shareholders

a. Log in to https://investor.boardroomlimited.com;

b. Select "**TURIYA BERHAD 45th ANNUAL GENERAL MEETING**" from the list of Meeting Event(s) and click "Enter";

c. Go to "Proxy" and click on "Submit eProxy Form";

d. For Corporate Shareholders: Select the company you would like to represent (if more than one);

e. Enter your 9-digit CDS Account No. and number of securities held;

f. Select your intended proxy(ies), being either the Chairman of the Meeting, or any other individual(s);

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g. Read and accept the General Terms & Conditions by clicking "Next";

h. Enter the particulars of your intended proxy(ies);

i. Indicate your voting instruction for each Resolution i.e. FOR, AGAINST, ABSTAIN or DISCRETIONARY;

*** If 'Discretionary' is selected, your nominated proxy(ies) will decide on your votes during the relevant poll for each Resolution, at the Meeting. ***

j. Review and confirm your proxy(ies)'s appointment and click "Submit"; and

k. Download and print the generated eProxy form as acknowledgement. Your intended proxy(ies) may be required to evidence the same on attendance at the Meeting.

⇒ For Authorised Nominees / Exempt Authorised Nominees

a. Log in to https://investor.boardroomlimited.com;

b. Select "**TURIYA BERHAD 45th ANNUAL GENERAL MEETING**" from the list of Meeting Event(s) and click "Enter";

c. Go to "Proxy" and click on "Submit eProxy Form";

d. Click on "Download Excel Template" to download the requisite form of input;

e. In the downloaded Excel file: Insert the particulars of intended proxy(ies) for each CDS Account represented, and fill in voting instructions per Resolution of the Meeting;

*** Please ensure that all requisite fields of data are provided correctly and presented in an orderly manner, to ensure the validity of your intended nominations. ***

f. Proceed to "Upload" the duly completed Excel file;

g. Review and confirm your proxy(ies)'s appointment and click "Submit"; and

h. Download and print the generated eProxy form as acknowledgement. Your intended proxy(ies) may be required to evidence the same on attendance at the Meeting.

Should you encounter technical difficulties in respect of the electronic appointment procedures above, please contact Boardroom's helpdesk (details further provided in Section 10 below).

1.3. If you have previously appointed a proxy but now wish to attend the AGM yourself, please ensure that the proxy appointment is formally revoked in accordance with the steps under Section 2 below. If the earlier appointment is not revoked, you may **not** be allowed to participate in the AGM, to preserve the orderly conduct of voting procedures.

1.4. The Company respects privacy and is committed to protecting personal data availed to it in accordance with the Personal Data Protection Act 2010. By submitting an instrument appointing a proxy(ies) and / or representative(s) to attend, speak and vote at the Meeting, the appointing member:

1.4.1. Consents to:

a. The collection, use and disclosure of the member's personal data by the Company (or its agents) for the purpose of the processing and administration by the Company (or its agents) of a proxy(ies) and / or representative(s) appointed for the AGM (including any adjournment thereof); and

b. The preparation and compilation of the attendance lists, minutes and other documents relating to the AGM (including any adjournment thereof),

insofar as required for the Company (or its agents) to comply with all applicable laws, listing rules, regulations and / or guidelines in respect of such proceedings (collectively, the "Purposes");

1.4.2. Warrants that, where the member discloses the personal data of its proxy(ies) and / or representative(s) to the Company (or its agents), the member has obtained the prior consent of such proxy(ies) and / or representative(s) for the collection, use and disclosure by the Company (or its agents) of the personal data of such proxy(ies) and / or representative(s), for the Purposes; and

1.4.3. Agrees that the appointing member will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages attributed to any breach of the aforementioned warranty.

2. REVOCATION OF PROXY

2.1. If you have already submitted a Form of Proxy but wish to either appoint someone else or attend the AGM personally, please take either of the following actions by no later than **11.30 a.m.** on **Wednesday, 12 November 2025**, being at least 24 hours prior to the scheduled time of the AGM:

2.1.1. Notify Boardroom of your intentions in writing, directed via email to: BSR.Helpdesk@boardroomlimited.com; or

2.1.2. Login to Boardroom's Smart Investor Portal at https://investor.boardroomlimited.com to revoke the earlier appointment made.

2.2. If, after revoking your earlier proxy appointment, you wish to appoint a new proxy(ies), please follow the relevant procedures as set out above in Section 1.2.4 (for submission by hardcopy), or Section 1.2.5 (for submission via electronic means). This ensures that your new proxy(ies) is / are properly registered to attend, speak, and vote on your behalf at the AGM.

2.3. To avoid any disruption to your participation rights, we kindly encourage timely and complete submissions of all revised proxy forms, as late or incomplete submissions may be deemed invalid and not accepted for the purposes of participation or voting at the AGM.

3. DOCUMENTS

3.1. To support the Company's transition towards more responsible and resource-conscious practices, members and attendees are encouraged to access the following documents in respect of the AGM directly from the Company's website (https://turiya.com.my/). For easy access to the Company's website, you are invited to scan the QR Code provided:

3.1.1. Notice of the AGM

3.1.2. Proxy Form

3.1.3. Administrative Guide *** This Document ***

3.1.4. Annual Report 2025

3.1.5. Corporate Governance Report 2025

3.2. Requests for printed copies of the Company's AGM-related documents (Nos. 1 to 4 above) may be submitted to Boardroom (at https://investor.boardroomlimited.com) by selecting "Request for Notice of AGM" under the "Investor Services" tab. Alternatively, you may direct your request to Boardroom via telephone or e-mail, using the contact details provided below:

Helpdesk	:	**+603-7890 4700**
Email	:	BSR.helpdesk@boardroomlimited.com

3.3. As the Company continues its transition towards more sustainable and digital-first practices, only a limited number of the Company's printed Annual Report may be made available to accommodate requests for printed materials received prior to the date of the AGM. Printed copies can nevertheless be collected on the day of the AGM.

4. ACCESS & ADMISSION

4.1. Registration of admissions at the Meeting will commence at **11.00 a.m.** at the entrance of the designated meeting room (namely, **The Glass Box**, Level 9, The MET Corporate Towers). Please refer to signages on-site to ensure you approach the correct meeting premise and registration counter.

4.2. The venue is equipped with accessibility features including lifts and ramps.

4.3. Visitor parking is available at the venue. Attendees are advised to arrive early to secure parking, as limited bays may be available. Standard parking charges shall apply, as prescribed by the venue operator's policies.

4.4. For verification purposes, all attendees must present either their original National Registration Identity Card (for Malaysian members and proxies), or Passport (for Non-Malaysian members and proxies) at the registration counter. Proxy holders, authorised representatives of corporate members, and attorneys attending under Power of Attorney must also present their original letters of appointment, a copy of eProxy acknowledgements generated via appointments online, or other relevant authorisation documents during registration for verification. Kindly ensure that your identification document(s) is returned to you immediately after verification.

4.5. Please note that registration on behalf of another person is not permitted, even with the original identification document of the other individual.

4.6. The AGM is intended for registered members and appointed proxyholders only. Guests and children will not be admitted.

4.7. Upon successful registration, an identification wristband will be issued. Access to the meeting hall will only be granted to individuals wearing this wristband. As a precaution, please note that no replacement will be issued should the wristband be lost, removed, or misplaced during the event. Attendees are advised to retain and ensure the security of their given wristbands throughout the Meeting.

4.8. As part of the Company's move toward environmentally and fiscally responsible corporate practices, vouchers and door gifts may not be provided on admission to the Meeting. The Company appreciates your support in its commitment to prioritising sustainability, long-term value creation, and substance over symbolism in how it engages with its stakeholders.

4.9. For the safety and comfort of all attendees, please refrain from attending the Meeting if you are feeling unwell.

5. ATTIRE

5.1. To preserve the formality and decorum of the Meeting, all attendees are respectfully encouraged to be dressed in **business** or **smart casual** attire. This ensures a presentable and appropriate environment for the conduct of the Meeting.

5.2. For clarity:

5.2.1. Acceptable attire includes collared shirts or blouses, long trousers or skirts, and covered shoes for both gentlemen and ladies; and

5.2.2. Attire such as shorts, sleeveless tops, flip-flops, slippers, gym wear, or sports attire is respectfully discouraged, and the Company reserves the right to advise on any attire that may be deemed inappropriate for the occasion.

5.3. Further, in recognition of the diverse heritage of our shareholder base, the Company warmly welcomes attendees who wish to attend in traditional or cultural attire, provided it is modest, dignified, and appropriate for a formal corporate setting.

6. SEATING

6.1. Members and attendees are reminded to complete registration procedures, and be seated, by **11.25 a.m.** to ensure the Meeting commences on time.

6.2. The Company recognises and respects the diverse backgrounds, traditions, and contributions of its members and stakeholders. As a gesture of courtesy and to facilitate protocol requirements, designated seating will be reserved for distinguished guests, regulatory representatives, and key corporate partners.

6.3. All members and attendees are warmly assured of equal opportunity to participate meaningfully in the Meeting. To uphold the formal and inclusive nature of the Meeting's proceedings, kindly adhere to directional signage and seating instructions provided by the event ushers upon registration.

7. SPECIAL PROTOCOL

7.1. The Company recognises the diverse cultural, religious, and social composition of its shareholder base and appreciates the courtesy and understanding of all attendees in honouring customary protocol practices during distinguished attendance.

7.2. If the Meeting is graced by the attendance of any member of royalty or other dignitaries ("*Distinguished Guests*"), the Company shall observe formal protocol procedures in accordance with applicable customs and prevailing etiquette. Accordingly, unless advised otherwise by protocol officers and event ushers, all members and attendees are kindly requested to render cooperation as follows:

7.2.1. Remain up standing and silent upon the arrival and departure of Distinguished Guests;

7.2.2. Refrain from any unofficial photography or recording of Distinguished Guests;

7.2.3. Observe order and decorum in the presence of, and during participation in the Meeting's proceedings by, Distinguished Guests; and

7.2.4. Follow all seating, timing, and greeting protocols as may be pre-directed.

8. PROCEEDINGS

8.1. Recording (video or audio), live streaming, or photography of the Meeting proceedings is **strictly prohibited** unless explicitly authorised by the Company. Media coverage (if any) will be handled via designated representatives, and official images or recordings (if released) will be made available thereafter.

8.2. Attendees are requested to set mobile devices to silent mode and to refrain from usage during the Meeting's proceedings, save for any necessary communications or voting procedures.

8.3. Light refreshments will be made available at designated times and locations. The Company encourages all attendees to enjoy these <u>outside</u> of the main Meeting hall, so as to maintain decorum and minimise disruptions during presentations and deliberations.

9. VOTING

9.1. In accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions set out in the Notice of the AGM will be voted by way of poll.

9.2. To ensure transparency and integrity of the voting process:

9.2.1. Boardroom has been appointed as the Poll Administrator to manage the polling process; and

9.2.2. Sky Corporate Services Sdn Bhd has been appointed as Independent Scrutineers to verify the poll results.

9.3. Instructions on the applicable voting procedure will be briefed in detail at the Meeting. Both electronic and non-electronic voting mechanisms may be applied, depending on the setup of the Meeting venue and the need for special accommodations to be made for select participants. On-site support staff will be available to guide participants through the process, should assistance be required.

9.4. If electronic voting mechanisms are employed, participants are kindly advised to prepare a fully charged smartphone or electronic device connected to mobile internet or able to connect the Meeting venue's Wi-Fi network, and to ensure the chosen device supports QR scanning and web browser access.

9.5. The results of the poll on each resolution of the AGM will be announced at the Meeting upon completion of relevant verification processes by the Independent Scrutineers.

10. ENQUIRIES

10.1. Should you have any enquiries regarding the AGM or require assistance prior to the Meeting, you may contact Boardroom during its office hours (**Monday to Friday, 8.30 a.m. to 5.30 p.m.**) vide the details below:

BOARDROOM SHARE REGISTRARS SDN. BHD.

Address	:	11th Floor, Menara Symphony No. 5, Jalan Prof. Khoo Kay Kim Seksyen 13 46200 Petaling Jaya Selangor Darul Ehsan Malaysia
General Line	:	603-7890 4700
Fax Number	:	603-7890 4670
Email	:	BSR.Helpdesk@boardroomlimited.com

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We thank you for your attention to this guide and look forward to convening a meeting of purpose, professionalism, and progress.