CPE TECHNOLOGY BERHAD
Registration No. 202101015732 (1416032-X)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE FIFTH ANNUAL GENERAL MEETING ("5TH AGM")

Day, Date & Time	**:**	**Friday, 20 November 2026** at **3.15 p.m..**
Meeting Venue	**:**	**Le Grandeur Palm Resort, Jalan Persiaran Golf, Off Jalan Jumbo, 81250 Senai, Johor Darul Takzim.**

1. ELIGIBILITY TO ATTEND BASED ON THE RECORD OF DEPOSITORS

Only a member whose name appears on the Record of Depositors as at **10 November 2026** shall be entitled to attend or appoint proxy(ies) to attend and/or vote on his/her/its behalf.

2. REGISTRATION ON THE DAY OF THE AGM

Registration will start at 2:15 p.m. on Friday, 20 November 2026 and will remain open until the conclusion of the 5th AGM or such time as may be determined by the Chairman of the meeting.

Please present your original MyKad or passport (for non-Malaysian) to the registration staff for verification.

Upon verification, an identification wristband will be given to you for voting purposes thereafter. No one will be allowed to enter the meeting hall without an identification wristband. There will be no replacement for the identification wristband if it lost or misplaced.

Registration must be done in person. You will not be allowed to register on behalf of another person even with the original MyKad or passport of that person.

3. POLL VOTING

The voting at the 5th AGM will be conducted by poll in accordance with Paragraph 8.29A of Main Market Listing Requirements of Bursa Malaysia Securities Berhad.

4. CORPORATE MEMBERS

Corporate members who wish to appoint corporate representatives instead of proxy(ies), must deposit their original certificate of appointment of corporate representative to Vistra Investor & Issuing House Services Sdn. Bhd (formerly known as Tricor Investor & Issuing House Services Sdn. Bhd.) ("**Vistra**") before the 5th AGM or bring the original certificate of appointment of corporate representative to the 5th AGM.

Attorneys appointed by power of attorney are required to deposit their power of attorney with Vistra not later than Wednesday, 18 November 2026 at 3.15 p.m. to attend and vote at the 5th AGM.

5. APPOINTMENT OF PROXY

Shareholders who appoint proxy(ies) to participate AGM must ensure that the duly executed proxy forms are deposited in a hard copy form or by electronic means to Vistra no later than Wednesday, 18 November 2026 at 3.15 p.m. or adjourned general meeting at which the

persons named in the appointment proposes to vote, otherwise the Proxy Form shall not be treated as valid: -

The appointment of a proxy may be made in a hard copy form or by electronic means in the following manner:

(i) In hard copy form

In the case of an appointment made in hard copy form, the proxy form must 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, Malaysia, or the drop box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No.8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.

(ii) By electronic means

The proxy appointment can be electronically lodged via Vistra Share Registry and IPO (MY) portal ("The Portal") at https://srmy.vistra.com. Kindly refer to the Procedure for Electronic Submission of Proxy Form as set out below.

PROCEDURE FOR ELECTRONIC SUBMISSION OF PROXY FORM

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

	Procedures	**Action**
i. Steps for Individual Shareholders		
a	Register as a User at The Portal	• Visit the website at https://srmy.vistra.com. • Click "Register" and select "Individual Holder" and complete the New User Registration Form. • For guidance, you may refer to the tutorial guide available on the homepage. • Once registration is completed, you will receive an email notification to verify your registered email address. • After verification, your registration will be reviewed and approved within one (1) working day. A confirmation email will be sent once approved. • Once you receive the confirmation, activate your account by creating your password. • *If you are an existing user with The Portal or our TIIH Online portal previously, you are not required to register again.*
b	Proceed with submission of Proxy Form	• After the release of the Notice of Meeting by the Company, login with your email address and password. • Select the corporate event: "**CPE 5TH AGM**". • Navigate to the 3 dots at the end of the corporate event and choose **"SUBMISSION OF PROXY FORM"**. • Read and agree to the Terms and Conditions and confirm the Declaration. • Indicate the total number of shares assigned to your proxy(s) to vote on your behalf. • Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint the Chairman as your proxy. • Indicate your voting instructions – FOR or AGAINST

		or ABSTAIN. • Print the proxy form for your record.
ii. Steps for corporate or institutional shareholders		
a	Register as a User at The Portal	• Visit the website at https://srmy.vistra.com. • Click "Register" and select "Representative or Corporate Holder" and complete the New User Registration Form. • Complete the registration form with your personal details. • Once registration is completed, you will receive an email notification to verify your registered email address. • After verification, your registration will be reviewed and approval within two (2) working days. A confirmation email will be sent once approved. • 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 our Share Registrar if you need clarifications on the user registration.)*
b	Proceed with submission of Proxy Form	• Login to https://srmy.vistra.com with your email address and password. • Select the corporate event: "**CPE 5TH AGM**". • Navigate to the icon ">" at the end of the corporate event. • Read and agree to the Terms and Conditions and confirm the Declaration. • Select the corporate holder's name. • Proceed to download the submission file. • Prepare the file for the appointment of proxy(ies) by inserting the required data. • Proceed to upload the duly completed proxy appointment file. • Select "Confirm" to complete your submission. • Print the confirmation report of your submission for your record.

6. Shareholders are advised to check the Company's website at https://www.cpetbhd.com/ and announcements from time to time for any changes to the administration of the AGM that may be necessitated by changes to the directives, safety and precautionary requirements and guidelines prescribed by the Government of Malaysia, the Ministry of Health, the Malaysian National Security Council, Securities Commission Malaysia and/or other relevant authorities.

7. ENQUIRY

If you have any enquiries on the above, please contact the following person-in-charge during office hours on Monday to Friday from 9:00 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.)
General: +603 - 2783 9299
Email: is.enquiry@vistra.com
Low Cheng Chuan: +603-2783 9278 / Cheng.Chuan.Low@vistra.com
Muhammad Ashraff Bin Mohd Khaizan: +603-2783 9276 / muhammad.ashraff@vistra.com