

ADMINISTRATIVE NOTES TO SHAREHOLDERS FOR THE 21st ANNUAL GENERAL MEETING (“21st AGM”) OF REDTONE DIGITAL BERHAD (“COMPANY”)

Day, Date and Time of Meeting	: Monday, 4 December 2023, 10.00 a.m.
Remote Participation and Voting Facilities / Meeting Platform	: https://sshbsb.net.my/
Broadcast Venue	: Manhattan V, Level 14, Berjaya Times Square Hotel Kuala Lumpur, No. 1, Jalan Imbi, 55100 Kuala Lumpur, Wilayah Persekutuan
Mode of Communication	: (1) Typed text in the Meeting Platform (2) Email your questions to corporateaffairs@redtone.com not later than 5.00 p.m. on Monday, 27 November 2023

Entitlement to Participate and Vote Remotely

Shareholders whose names appear on the Record of Depositors (“ROD”) as at **27 November 2023** shall be eligible to attend, participate and vote remotely in the Meeting, or appoint proxy(ies)/ the Chairman of the 21st AGM to attend, participate, speak and/or vote on his/her behalf.

Broadcast Venue

The Broadcast Venue is only meant to facilitate the conduct of the virtual 21st AGM. No Shareholders should be physically present or admitted at the Broadcast Venue on the day of the 21st AGM.

Proxy

If a shareholder is not able to participate in the 21st AGM remotely, he is strongly encouraged to appoint the Chairman of the Meeting as his proxy and indicate the voting instructions in the Form of Proxy. The instrument appointing a proxy must be deposited at the office of SS E Solutions Sdn. Bhd. at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan, OR otherwise, submitted electronically via Securities Services e-Portal at <https://sshbsb.net.my/> by Saturday, 2 December 2023 at 10:00 a.m.

If you wish to personally participate in the Meeting, please do not submit any Form of Proxy for the Meeting. You will not be allowed to participate at the Meeting together with the proxy(ies) appointed by you.

Revocation of Proxy

If a shareholder has submitted his/her Form of Proxy prior to the 21st AGM and subsequently decides to appoint another person or wishes to participate in our virtual AGM by himself/ herself, please write in to eservices@sshbsb.com.my to revoke the appointment of proxy/proxies at least forty-eight (48) hours before the 21st AGM. Upon revocation, proxy/proxies appointed earlier will not be allowed to participate at the 21st AGM. In such an event, shareholders should advise their proxy/proxies accordingly.

Poll Voting

The voting at the 21st AGM will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed SS E Solutions Sdn. Bhd. as the Poll Administrator to conduct the poll by way of electronic voting and Commercial Quest Sdn. Bhd. as the Independent Scrutineer to verify the poll results.

Remote Participation and Voting Facilities (“RPV Facilities”)

As no shareholder should be physically present at the Broadcast Venue, we urge all shareholders to participate in the Meeting remotely via Securities Services e-Portal at <https://sshbsb.net.my/>. **All users are to read, agree and abide to all the Terms and Conditions of Use and Privacy Policy as required throughout the e-Portal.**

Please follow the procedures to participate in RPV Facilities as summarised below:

BEFORE THE MEETING

(A) Sign up for a user account at Securities Services e-Portal	
<p>Step 1 Visit https://sshbs.net.my/</p> <p>Step 2 Sign up for a user account</p> <p>Step 3 Wait for notification email that will be sent within one (1) working day</p> <p>Step 4 Verify your user account within seven (7) days of the notification email and log in</p>	<ul style="list-style-type: none"> • We require 1 working day to process all user sign-ups. If you do not have a user account with the e-Portal, you will need to sign up for a user account by the deadlines stipulated below. • Your registered email address is your User ID.
<p>To register for the Meeting under (B) below, please sign up for a user account by 30 NOVEMBER 2023.</p> <p>To submit e-Form of Proxy under (C) below, please sign up for a user account by 30 NOVEMBER 2023, failing which you may only submit the hard copy Form of Proxy.</p> <p>This is a ONE-TIME sign up only. If you already have a user account, please proceed to either step (B) or (C) below.</p>	
(B) Register for Remote Participation	
<ul style="list-style-type: none"> ➤ Log in to https://sshbs.net.my/ with your registered email and password ➤ Look for REDtone Digital Berhad under Company Name and 21st AGM on 4 December 2023 at 10:00 a.m. – Registration for Remote Participation under Event and click ">" to register for remote participation at the Meeting. 	
<p>Step 1 Check if you are attending as –</p> <ul style="list-style-type: none"> - Individual shareholder - Corporate or authorised representative of a body corporate <p>For body corporates, the appointed corporate/authorised representative has to upload the evidence of authority (e.g. Certificate of Appointment of Corporate Representative, Power of Attorney, letter of authority or other documents proving authority). All documents that are not in English or Bahasa Malaysia have to be accompanied by a certified translation in English in 1 file. The original evidence of authority and translation thereof, if required, have to be submitted to SS E Solutions Sdn. Bhd. at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan for verification before the registration closing date and time above.</p> <p>Step 2 Submit your registration for the Meeting.</p>	<ul style="list-style-type: none"> • All shareholders must register for remote participation at the Meeting and are strongly encouraged to register as early as possible, before the eLive access date and time [see (D) below], in order to ensure timely access to the Meeting. Access shall be granted only to eligible shareholders in accordance with the General Meeting Record of Depositors as at 27 November 2023. • A copy of your e-Registration for remote participation can be accessed via My records (refer to the left navigation panel). • Your registration will apply to all your CDS account(s) in your name as an individual shareholder. If you are attending the Meeting as both an individual shareholder and as a representative of body corporate(s), you need to register for the Meeting as an individual, and also as a representative for each and every body corporate you represent. • As the Meeting will be conducted on a virtual basis, we strongly encourage all shareholders to remotely participate and vote at the Meeting, failing which, please appoint the Chairman of the Meeting as your proxy or your own proxy(ies) to represent you.
(C) Submit e-Form of Proxy	
Meeting Date and Time	Form of Proxy Submission Closing Date and Time
Monday, 4 December 2023 at 10:00 a.m.	Saturday, 2 December 2023 at 10:00 a.m.
<ul style="list-style-type: none"> ➤ Log in to https://sshbs.net.my/ with your registered email and password ➤ Look for REDtone Digital Berhad under Company Name and 21st AGM on 4 December 2023 at 10:00 a.m. – Submission of Proxy Form under Event and click ">" to submit your Form of Proxy online for the Meeting by the submission closing date and time above. 	

- Step 1 Check if you are submitting the Form of Proxy as –
- Individual shareholder
 - Corporate or authorised representative of a body corporate
- For body corporates, the appointed corporate/authorised representative is to upload the evidence of authority (e.g. Certificate of Appointment of Corporate Representative, Power of Attorney, letter of authority or other documents proving authority). All documents that are not in English or Bahasa Malaysia have to be accompanied by a certified translation in English in 1 file. The original evidence of authority and translation thereof, if required, have to be submitted to SS E Solutions Sdn. Bhd. at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan for verification before the Form of Proxy submission closing date and time above.
- Step 2 Enter your CDS account number or the body corporate's CDS account number. Then enter the information of your proxy(ies) and the proportion of your securities to be represented by each proxy.
You may appoint the Chairman of the Meeting as your proxy where you are not able to participate remotely.
- Step 3 Proceed to indicate how your votes are to be casted against each resolution.
- Step 4 Review and confirm your Form of Proxy details before submission.
- A copy of your submitted e-Proxy Form can be accessed via **My records** (refer to the left navigation panel).
 - You need to submit your e-Form of Proxy for every CDS account(s) you have or represent.

PROXIES

All appointed proxies need not register for remote participation under (B) above but will **need to register as Users** of the e-Portal under (A) above by **30 November 2023**. **PLEASE NOTIFY YOUR PROXY(IES) ACCORDINGLY**. Upon processing the Form of Proxy, we will grant the proxy access to remote participation at the Meeting to which he/she is appointed for instead of the shareholder, provided the proxy is a registered user of the e-Portal, failing which, the proxy will not be able to participate at the Meeting as the Meeting will be conducted on a virtual basis.

ON THE DAY OF THE MEETING

Log in to <https://sshshb.net.my/> with your registered email and password

(D) Join the Live Stream Meeting (eLive)

Meeting Date and Time	eLive Access Date and Time
Monday, 4 December 2023 at 10:00 a.m.	Monday, 4 December 2023 at 9:30 a.m.

- Look for **REDtone Digital Berhad** under Company Name and **21st AGM on 4 December 2023 at 10:00 a.m. – Live Stream Meeting** under Event and click “>” to join the Meeting.

- The access to the live stream Meeting will begin on the abovementioned date and time.
- If you have any questions to raise, you may use the text box to transmit your question. We will broadcast your question(s) and endeavour to answer them during the Meeting. Do take note that the quality of the live streaming is dependent on the stability of the internet connection at the location of the user.

(E) Online Remote Voting during the Meeting (eVoting)

Meeting Date and Time	eVoting Access Date and Time
Monday, 4 December 2023 at 10:00 a.m.	Monday, 4 December 2023 at 10:00 a.m.

- Look for **REDtone Digital Berhad** under Company Name and **21st AGM on 4 December 2023 at 10:00 a.m. – Remote Voting** under Event and click “>” to remotely cast and submit the votes online for the resolutions tabled at the Meeting.

Step 1 Cast your votes by clicking on the radio buttons against each resolution.

Step 2 Review your votes casted, confirm and submit the votes.

- The access to eVoting will begin on the abovementioned date and time.
- Your votes casted will apply throughout all the CDS accounts you represent as an individual shareholder, corporate / authorised representative and proxy. Where you are attending as a proxy, and the shareholder who appointed you has indicated how the votes are to be casted, we will take the shareholder's indicated votes in the Form of Proxy.
- The access to eVoting will close when the Chairman announces the closing of all voting at the Meeting.
- A copy of your submitted e-Voting can be accessed via **My records** (refer to the left navigation panel).

No Recording or Photography

No recording or photography of the 21st AGM proceedings is allowed without the prior written permission of the Company.

Technical Assistance

If you require any technical assistance in respect of the RPV Facilities, please contact the following personnel on Mondays to Fridays from 8.30 a.m. to 12.15 p.m. and from 1.15 p.m. to 5.30 p.m. (except on public holidays): -

- Ms. Rachel Ou (DID: +603 2084 9161)
- Cik. Syazana (DID: +603 2084 9012)
- Ms. Jasmine Lim (DID: +603 2084 9006)
- SS E Solutions Sdn. Bhd.'s general line (DID: +603 2084 9000) and request for e-Services Assistance.

OR, alternatively, you may also email to eservices@sshbs.com.my.

Personal Data Policy

By registering for the remote participation and electronic voting at the Meeting and/or submitting the instrument appointing a proxy(ies) and/or representative(s), the member of the Company has consented to the use of such data for purposes of processing and administration by the Company (or its agents); and to comply with any laws, listing rules, regulations and/or guidelines. The member agrees that he/she will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the stockholder's breach of warrant.