

**ADMINISTRATIVE GUIDE FOR THE EXTRAORDINARY GENERAL MEETING
("EGM" or "Meeting") OF REDTONE DIGITAL BERHAD ("REDtone" or "Company")**

Date : Tuesday, 2 December 2025

Time : 11:00 a.m. or immediately following the conclusion of the Twenty-Third Annual General Meeting of the Company which will be held at 10:00 a.m. on the same day at the same venue, whichever is later

Meeting Venue : Perdana Ballroom, Bukit Jalil Golf & Country Resort, Jalan Jalil Perkasa 3, Bukit Jalil, 57000 Kuala Lumpur

ELIGIBILITY TO ATTEND BASED ON THE RECORD OF DEPOSITORS

Only shareholders or members whose name appears on the Record of Depositors as at 25 November 2025 shall be entitled to attend, participate, speak and vote at the EGM or to appoint proxy(ies) or corporate representative(s) to attend, participate, speak and vote on his/her behalf.

REGISTRATION

1. The registration for the EGM will start at 8:00 a.m. at the Meeting Venue and will remain open until the conclusion of the EGM or such time as may be determined by the Chairman of the Meeting.
2. Please read and follow the signage placed around the Resort as to where you should register for the EGM.
3. Please produce your original MyKad (for Malaysian)/ Passport (for foreigners) during registration for verification purpose. Kindly ensure that you collect back your MyKad/Passport after registration.
4. Registration must be done in person. No person is allowed to register on behalf of another even with the original MyKad/Passport of the other person.
5. After verification and registration, you will be given an Identification Wristband. No one will be allowed to enter the Meeting Venue without wearing the Identification Wristband. Please note that there is no replacement for the Identification Wristband if it is lost or misplaced.
6. Please approach our help desk personnel for any enquiry or clarification.

APPOINTMENT OF PROXY(IES)

1. If you are unable to attend the EGM, you may appoint your proxy(ies) or the Chairman of the EGM as your proxy. Kindly indicate your voting instructions in the Form of Proxy and complete the Form of Proxy in accordance with the notes and instructions printed therein.
2. If you wish to participate at the EGM, you must not submit any Form of Proxy. You will not be allowed to participate in the Meeting together with proxy(ies) appointed by your good self.
3. The completed original Form of Proxy must be deposited at the office of the Share Registrar of the Company, Berjaya Registration Services Sdn Bhd at 09-27, Level 9, Berjaya Times Square, No. 1 Jalan Imbi, 55100 Kuala Lumpur OR alternatively, the Form of Proxy may be submitted electronically ("**E-Proxy Lodgement**") via Berjaya Registration Portal at <https://www.berjayaregistration.com.my>, not less than forty-eight (48) hours before the time set for holding the EGM or at any adjournment thereof, the last date and time being, Sunday, 30 November 2025 at 11:00 a.m. For E-Proxy Lodgement, kindly refer to the guidelines as set out in Appendix A.

REVOCATION OF PROXY

1. If you have submitted your Form of Proxy either in hard copy or by electronic means prior to the EGM, and subsequently decide to appoint another person or wish to personally attend and participate at the EGM, please write to the Share Registrar at shareg@berjayareg.com.my to revoke your earlier appointment of proxy(ies) at least forty-eight (48) hours before the EGM, i.e. no later than 11:00 a.m. on Sunday, 30 November 2025. Upon revocation, proxy(ies) appointed earlier will not be allowed to participate at the EGM. In such an event, you should advise your proxy(ies) accordingly.

VOTING PROCEDURE

1. Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, the voting at the EGM will be conducted by poll. The Company has appointed Berjaya Registration Services Sdn Bhd as Poll Administrator to conduct the poll voting and Symphony Corporate Services Sdn Bhd as independent scrutineers to verify and validate the poll results.
2. The poll voting will be conducted electronically. The Poll Administrator will distribute a voting device to each attendee upon entering the Meeting Venue. Attendees are required to return the voting device to the Poll Administrator before leaving the Meeting Venue.

SUBMISSION OF QUESTIONS FOR EGM

1. Prior to EGM

- 1.1 Shareholders and proxies who wish to submit questions before the EGM, may email your questions to shareg@berjayareg.com.my no later than 11:00 a.m. on Sunday, 30 November 2025. Shareholders and proxies are required to indicate "**REDtone Digital Berhad – Questions for EGM**" in the subject title of the email. For verification purposes, please include in your email:
 - a) Your full name;
 - b) MyKad/ Passport number (or company registration number for corporate shareholders);
 - c) Central Depository System (CDS) number; and
 - d) Your mobile/contact number for communication purposes.
- 1.2 Alternatively, shareholders or proxies who have registered as a user of the Berjaya Registration Portal may submit your questions prior to the EGM by logging into the Berjaya Registration Portal and submit your questions no later than the time stipulated above.
- 1.3 The responses to these questions will be presented during the EGM.

2. During the Meeting

- 2.1 You may also raise your questions during the EGM.

PARKING

Free designated parking is available at the Resort, subject to availability on a first-come, first-served basis.

MOBILE DEVICES

1. Please switch off or silence all mobile phones and electronic devices during the EGM to ensure smooth and uninterrupted proceedings.
2. Photography and recording of the EGM proceedings, either vocal and/or audio-visual, are strictly prohibited.

PERSONAL BELONGINGS

Please do take care of your personal belongings. The Company will not be held responsible for any missing personal belongings.

ENQUIRY

If you have any enquiry prior to the EGM, please contact our Share Registrar during office hours on Monday to Friday, from 9:00 a.m. to 6:00 p.m. (except on public holidays), details of our Share Registrar as stated below: -

Berjaya Registration Services Sdn Bhd

Address	: 09-27, Level 9, Berjaya Times Square, No. 1 Jalan Imbi, 55100 Kuala Lumpur
Telephone Number	: 03-2145 0533
Fax Number	: 03-2145 9702
Email	: shareg@berjayareg.com.my
Berjaya Registration Portal	: https://www.berjayaregistration.com.my/

PERSONAL DATA PRIVACY:

*By (i) submitting an instrument appointing proxy(ies) and/or representative(s) to participate and vote at the Extraordinary General Meeting of the Company ("**EGM**") and/or any adjournment thereof, and/or (ii) submitting questions relating to the resolution to be tabled at the EGM, a shareholder of the Company (i) consents to the collection, use and disclosure of the shareholder's personal data by the Company (or its agents) for the purpose of the processing and administration by the Company (or its agents) of proxy(ies) and representative(s) appointed for the EGM (including any adjournment thereof), the preparation and compilation of the attendance lists and other documents relating to the EGM (including any adjournment thereof), and in order for the Company (or its agents) to comply with any applicable laws, listing requirements, regulations and/or guidelines (collectively, the "**Purposes**"), (ii) warrants that where the shareholder discloses the personal data of the shareholder's proxy(ies) and/or representative(s) to the Company (or its agents), the shareholder 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 (iii) agrees that the shareholder will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of warranty.*

E-Proxy Lodgement

Steps (applicable for individual shareholders ONLY)

1. Registration as a User of the Berjaya Registration Portal

- Access the Berjaya Registration Portal at <https://www.berjayaregistration.com.my>
- Click <Login/Register> followed by <Register New User> to register as a new user.
- Please complete your registration by filling up the information required and upload a clear copy of your MyKad (both front and back) or passport.
- You are required to read and agree to the terms and conditions before clicking on <Submit> on the registration page.
- Please enter a valid email address in order for you to receive a verification email from Berjaya Registration Services Sdn Bhd.
- An email notification will be sent to you once your registration is verified and approved by Berjaya Registration Services Sdn Bhd.
- If you are an existing registered user of the Berjaya Registration Portal, you do not need to register again.

2. E-Proxy Lodgement via Berjaya Registration Portal

- An individual shareholder who has registered with Berjaya Registration Portal will be able to lodge the E-Proxy Form by logging onto the Berjaya Registration Portal.
- Login to the Berjaya Registration Portal at <https://www.berjayaregistration.com.my> with your User ID and password.
- Click <E-Proxy Lodgement>, search for the REDtone Digital Berhad - EGM and click <Choose>.
- Fill up the E-Proxy Form by inserting your CDS Account number, number of shares for each of your proxy(ies) and indicate your voting instruction by selecting <For> or <Against>. If no specific direction is given, the proxy will vote or abstain from voting at his/her discretion.
- Kindly review and check your completed E-Proxy Form and agree to the terms and conditions before clicking on <Submit> for submission of the E-Proxy Form.