**REDtone Digital Berhad**
[Registration No. 200201028701 (596364-U)]
(Incorporated in Malaysia)

**ADMINISTRATIVE GUIDE FOR THE 24th ANNUAL GENERAL MEETING ("24th AGM" or "Meeting") OF REDTONE DIGITAL BERHAD ("REDtone" or "Company")**

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| Meeting Day and Date | : | Tuesday, 1 December 2026 |
| Time | : | 10:00 a.m. |
| Meeting Venue | : | Perdana Ballroom, Bukit Jalil Golf & Country Resort, Jalan Jalil Perkasa 3, Bukit Jalil, 57000 Kuala Lumpur, Wilayah Persekutuan |

## 1. ELIGIBILITY TO ATTEND BASED ON THE RECORD OF DEPOSITORS

Only members whose names appear in the Record of Depositors as of Tuesday, 24 November 2026 shall be entitled to attend, participate, speak and vote at the 24th AGM or appoint proxy(ies) to attend, participate, speak and vote on his/her behalf by submitting the duly executed Form of Proxy.

## 2. REGISTRATION

2.1 The registration for the 24th AGM will start at 8:00 a.m. on Tuesday, 1 December 2026 at the Meeting Venue and will remain open until the conclusion of the 24th AGM or such time as may be determined by the Chairman of the Meeting.

2.2 Please read and follow the signages placed around the Resort as to where you should register for the Meeting and join the queue accordingly.

2.3 Please present your **ORIGINAL** MyKad (for Malaysian) or Passport (for non-Malaysian) at the registration counters for verification and registration. Kindly ensure that you collect your original MyKad or Passport upon completion of the registration process. Any registration on behalf of another person using their original MyKad or Passport is strictly prohibited.

Upon successful verification and registration, please sign the Meeting attendance list. You will then be provided with the following:-

(a) **One (1) Identification Wristband**. No person will be allowed to enter the Meeting Venue without wearing the Identification Wristband. Please note that the Identification Wristband will not be replaced if lost or misplaced; and

(b) **One (1) QR code** to access the e-Polling system using your own smartphone/tablet.

2.4 Please approach our Help Desk for any enquiry or clarification.

## 3. APPOINTMENT OF PROXY(IES)

If you are unable to attend the 24th AGM, you may appoint your proxy(ies) or the Chairman of the Meeting as your proxy and indicate the voting instructions in the Form of Proxy in accordance with the notes and instructions printed therein.

The completed original Form of Proxy must be deposited at the office of the appointed poll administrator, 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 OR alternatively, the Form of Proxy may be submitted to Boardroom electronically ("**eProxy Form**") via Boardroom Smart Investor Portal ("**BSIP**") at https://investor.boardroomlimited.com, not less than forty-eight (48) hours before the time fixed for holding the 24th AGM or at any adjournment thereof, the last date and time being, **Sunday**, **29 November 2026 at 10:00 a.m.** The procedures for the registration and the eProxy Form submission are set out in Appendix I.

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

## 4. REVOCATION OF PROXY

If you have submitted your Form of Proxy either in hard copy or by electronic means prior to the 24th AGM, and subsequently decide to appoint another person or wish to attend and participate in the 24th AGM yourself, please revoke your earlier appointment of proxy(ies) at least forty-eight (48) hours before the 24th AGM. Please find below the steps for revocation of eProxy Form or hard copy Proxy Form:-

| **eProxy Form** | **Physical Proxy Form** |
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| • Go to "**Meeting Event**" and select "**REDTONE DIGITAL BERHAD 24TH ANNUAL GENERAL MEETING**" from the list of companies and click "**Enter**".<br>• Go to "**PROXY**" and click on "**Submit Another eProxy Form**".<br>• Go to "**Submitted eProxy Form List**" and click "**View**" for the eProxy Form.<br>• Click "**Cancel/Revoke**" at the bottom of the eProxy form.<br>• Click "**Proceed**" to confirm. | • Please write in to bsr.proxy@boardroomlimited.com to revoke the appointment of proxy(ies). |

Upon revocation, proxy(ies) appointed earlier will not be allowed to attend the 24th AGM. In such an event, shareholders should advise their proxy(ies) accordingly.

## 5. SUBMISSION OF QUESTIONS PRIOR TO THE 24TH AGM

5.1 Prior to 24th AGM

(a) Shareholder(s) and proxy(ies) who wish to submit questions before the 24th AGM may submit your questions via BSIP at https://investor.boardroomlimited.com, no later than **10:00 a.m. on Friday, 27 November 2026**. Below are the steps for submitting questions prior to the 24th AGM:-

Step 1: Login to your BSIP account and click "**Meeting Event**" and then go to "**REDTONE DIGITAL BERHAD 24TH ANNUAL GENERAL MEETING**" and click "**Enter**".

Step 2: Thereafter, click "**Submit Question**" to pose and submit your question(s).

(b) The Chairman or the Board of Directors will endeavor to provide responses to these questions submitted/posed, during the 24th AGM. Similar questions relating to the same subject matter will be grouped together, and a consolidated response will be provided.

5.2 During the 24th AGM

Verified shareholder(s), proxy(ies) and corporate representative(s) may also speak or raise questions during the Meeting.

## 6. VOTING PROCEDURE

6.1 Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, the voting at the Meeting will be conducted by poll. The Company has appointed Boardroom as the poll administrator to conduct the poll by way of electronic voting ("**e-Polling**") and SKY Corporate Services Sdn Bhd as Independent Scrutineer to verify and validate the results of the poll.

Below are the options to vote at the Meeting:-

Option 1: Scan the QR code provided upon registration on the day of the 24th AGM via your own smartphone/tablet; OR

Option 2: e-Polling kiosks at the Meeting Venue.

6.2 The Chairman will invite Boardroom to provide a briefing on the e-Polling housekeeping rules. The e-Polling session will commence at the start of the Meeting at 10:00 a.m. on Tuesday, 1 December 2026, or at such other time as may be determined by the Chairman, and will remain open until the Chairman declares the close of the e-Polling session.

## 7. PARKING

Parking is available at the Resort's designated parking area, with entry facilitated by a licence plate recognition system. After registration, you may collect a complimentary parking voucher, valid only on the Meeting date, from the designated redemption counter inside the registration room.

## 8. MOBILE DEVICES

8.1 Kindly ensure that all mobile devices (i.e. phones or other sound emitting devices) are switched to silent mode throughout the Meeting during the 24th AGM to ensure smooth and uninterrupted proceedings.

8.2 Photography and recording of the 24th AGM proceedings, either vocal and/or audio-visual, are strictly prohibited.

## 9. PERSONAL BELONGINGS

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

## 10. ANNUAL REPORT AND CIRCULAR/STATEMENT TO SHAREHOLDERS

10.1 The Annual Report 2026 and/or the Circular/ Statement to Shareholders is/are available on the Company's website, at https://www.redtone.com/investor-relations/general-meeting/ and Bursa Malaysia Securities Berhad's website at www.bursamalaysia.com.

10.2 You may request for a printed copy of the Annual Report and/or Circular/ Statement to Shareholders from the Company's Share Registrar at www.berjayaregistration.com.my.

## ENQUIRY

If you have any enquiry prior to the 24th AGM, please contact Boardroom during office hours from Monday to Friday (except weekends and public holidays) between 8:30 a.m. to 5:30 p.m.: -

Boardroom Share Registrars Sdn Bhd

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| 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 (Helpdesk) |
| Fax number | : | +603-7890 4670 |
| Email | : | bsr.helpdesk@boardroomlimited.com |

## *PERSONAL DATA PRIVACY:*

*By (i) submitting an instrument appointing proxy(ies) and/or representative(s) to participate and vote at the Twenty-Fourth Annual General Meeting of the Company ("**24th AGM**") and/or any adjournment thereof, and/or (ii) submitting questions relating to resolutions to be tabled at the 24th AGM, 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 24th AGM (including any adjournment thereof), the preparation and compilation of the attendance lists and other documents relating to the 24th AGM (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.*

**Appendix I**

## BOARDROOM SMART INVESTOR PORTAL ("BSIP") E-PORTAL USER GUIDE

If you wish to submit your Form of Proxy electronically ("**eProxy Form**"), please refer to the procedures of electronic lodgment of Form of Proxy as set out below:-

**Step 1 : Register/Sign-up as an online user with BSIP for first-time registration only**.
*(If you have previously registered/signed-up with BSIP, please proceed to Step 2.)*

(a) Open an internet browser. The latest versions of Chrome, Firefox, Safari, Edge or Opera are recommended.

(b) Go to the BSIP at https://investor.boardroomlimited.com.

(c) Please select the account type i.e. sign up either as "Individual Account" or "Corporate Account".

| **Individual Account**<br>(For Shareholder & Proxy) | **Corporate Account**<br>(For Representative of Corporate Holder or Authorised Nominees) |
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| • Click "**Register**" to sign up for a user account and select the correct account type "**Sign up as Individual Shareholder**".<br><br>• Complete the registration with all required information. Upload and attach your MyKad (front and back) or Passport in JPEG, PNG or PDF format.<br><br>• Click "**Sign Up**". | • Click "**Register**" to sign up for a user account and select the correct account type "**Sign up as Corporate Holder**".<br><br>• Complete the registration by providing all the required information. Upload and attach your MyKad (front and back) or Passport in JPEG, PNG or PDF format, along with the completed authorisation letter.<br><br>• Click "**Sign Up**".<br><br>*[Note: If you are appointed as the authorised representative for more than one (1) company, click the home button and select "Edit Profile" in order to add your representation after your BSIP registration has been approved.]* |

(d) You will receive an e-mail from BSIP for e-mail address verification. Click "**Verify E-mail Address**" from the e-mail received to continue with the registration.

(e) Once your email address is verified, you will be re-directed to BSIP for verification of your mobile number. Click "**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.

(f) Your registration will be verified and approved within one (1) business day and an email notification will be sent to you upon approval.

(g) Once the registration is complete, you may log in to the BSIP at https://investor.boardroomlimited.com with the email address and password that you have provided during registration to proceed with the next step.

**Step 2: Lodgement of eProxy Form**

(a) Open an internet browser. Latest versions of Chrome, Firefox, Safari, Edge or Opera are recommended.

(b) Go to BSIP at https://investor.boardroomlimited.com.

(c) Log in to your BSIP account with your registered email address and password.

(d) Enter the OTP sent to your registered email address and/ or phone to verify your identity.

(e) Click "**Meeting Event**" and select "**REDTONE DIGITAL BERHAD ANNUAL GENERAL MEETING**" and click "**Enter**".

| **By Shareholder and Corporate Holder** | **By Nominees Company** |
|---|---|
| • Select the Company that you are representing - *for **Corporate Account user only**.*<br>• Go to "**PROXY**" and click on "**Submit eProxy Form**".<br>• Click on "**Submit eProxy Form**".<br>• Enter your 9 digits CDS account number and number of securities held.<br>• Select your proxy(ies) appointment – either the Chairman of the meeting or individual named proxy(ies).<br>• Read and accept the Terms and Conditions and click "**Next**".<br>• Enter the required particulars of your proxy(ies).<br>• Indicate your voting instructions for each Resolution by selecting FOR, AGAINST, ABSTAIN or DISCRETIONARY. If DISCRETIONARY is selected, your proxy(ies) will exercise their discretion in voting on the Resolutions during e-polling at the Meeting.<br>• Review and confirm your proxy(ies) appointment and click "**Submit**".<br>• Download or print the eProxy Form as acknowledgement. | • Select the Nominees Company that you are representing.<br>• Go to "**PROXY**" and click on "**Submit eProxy Form**".<br>• Click on "**Download Excel Template**" to download.<br>• Insert the appointment of proxy(ies) for each CDS account with the necessary data and voting instructions in the downloaded excel file template. Ensure inserted data is correct and orderly.<br>• Proceed to upload the duly completed excel file.<br>• Review and confirm your proxy(ies) appointment and click "**Submit**".<br>• Download or print the eProxy Form as acknowledgement. |