



## ATA IMS BERHAD

Registration No. 198901012846 (190155-M)  
(Incorporated in Malaysia)

### ADMINISTRATIVE GUIDE FOR THE 33<sup>RD</sup> ANNUAL GENERAL MEETING OF ATA IMS BERHAD

Day and date	:	Wednesday, 24 August 2022
Time	:	Registration 10:00 a.m. – 11:00 a.m. AGM to commence at 11:00 a.m.
Venue	:	Conference Room, No. 6, Jalan Dewani 1, Kawasan Perindustrian Dewani, 81100 Johor Bahru, Johor

#### ONLINE PRE-REGISTRATION TO ATTEND THE 33<sup>RD</sup> ANNUAL GENERAL MEETING OF ATA IMS BERHAD (“ATAIMS 33<sup>RD</sup> AGM” or “AGM”)

According to revised Guidance and FAQs on the Conduct of General Meetings for Listed Issuers on 7 April 2022 issued by Securities Commission Malaysia, shareholders are required to register ahead of the ATAIMS 33<sup>RD</sup> AGM to allow the Company to make the necessary arrangements in relation to the meeting infrastructure, logistics and meeting venue to accommodate the meeting participants.

Please follow the steps below to pre-register your physical attendance at the AGM.

1. Visit Tricor Investor & Issuing House Services Sdn Bhd at <https://tiih.online>
2. Login in to TIIH Online website with your user name (i.e. email address) and password under “e-Services”. If you have not registered as a user of TIIH Online, please refer to the tutorial guide posted on the homepage for assistance to sign up.
3. Select the Corporate Event “**(REGISTRATION) ATAIMS 33<sup>RD</sup> AGM**”.
4. Read and agree to the Terms & Conditions and confirm the Declaration.
5. Select “Register for Physical Attendance at Meeting Venue”.
6. Review your registration and proceed to register.
7. System will send an email to notify that your registration for Physical Attendance at Meeting Venue is received and will be verified.
8. After verification of your registration against the General Meeting Record of Depositors, the system will send you an e-mail after 22 August 2022 to approve or reject your registration to attend physically at the Meeting Venue.

Please note that only a depositor whose name appears on the Record of Depositor as at 15 August 2022 shall be entitled to attend the AGM.

If you have any enquiries on the above, please contact the following person-in-charge during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

#### Tricor Investor & Issuing House Services Sdn. Bhd.

General/Fax No/Email : +603 - 2783 9299 / +603 - 2783 9222 / [is.enquiry@my.tricorglobal.com](mailto:is.enquiry@my.tricorglobal.com)  
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