

NOTIFICATION LETTER TO SHAREHOLDERS

April 29, 2019

Dear Valued Shareholders of DKSH Holdings (Malaysia) Berhad,

**DKSH HOLDINGS (MALAYSIA) BERHAD (“DKSH”)
Twenty-Seventh Annual General Meeting (“27TH AGM”)**

DKSH wishes to inform you that notice is hereby given that the 27th AGM of the Company will be held on Wednesday, May 29, 2019 at 10:00 a.m. at the Ballroom 3, Level 2, New World Petaling Jaya Hotel, Paradigm, 1 Jalan SS7/26A, Kelana Jaya, 47301 Petaling Jaya, Selangor Darul Ehsan.

The Annual Report, Circular to Shareholders and Corporate Governance Report (“AGM documents”) dated April 29, 2019 have been published on the Company’s website at www.dksh.com.my. You may download the soft copy of the AGM documents from our website.

The Notice of the AGM, Proxy Form and Administrative Guide are included together with this Notification Letter for your information.

You may request for a printed copy of the AGM documents by completing the Requisition Form below and return to us at nur.amalina@dksh.com or fax to +60 3-7882 8899. A full version of the AGM documents shall be forwarded to you as soon as reasonably practicable after the receipt of the request.

Thank you for your continuous support.

Yours truly,

Stephen John Ferraby
Non-Independent Non-Executive Chairman

REQUISITION FORM

The Company Secretary of
DKSH Holdings (Malaysia) Berhad

Please send me/us a printed copy of the AGM documents of DKSH Holdings (Malaysia) Berhad to the following address:

Name of Shareholder :
NRIC No./Passport No./Company No. :
CDS Account No. :
Telephone No. :
Email :
Address :

Signature :
Date :



Fold this flap for sealing

Then fold here

AFFIX
STAMP

The Company Secretary of
DKSH Holdings (Malaysia) Berhad (231378-A)

B-11-01, The Ascent, Paradigm
No. 1, Jalan SS7/26A, Kelana Jaya
47301 Petaling Jaya
Selangor Daru Ehsan
Malaysia

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Administrative Guide

For DKSH Holdings (Malaysia) Berhad (“DKSH”) Twenty-Seventh Annual General Meeting (“27th AGM”)

Date: Wednesday, May 29, 2019
Time: 10:00 a.m.
Place: Ballroom 3, Level 2, New World Petaling Jaya Hotel, Paradigm, 1 Jalan SS7/26A, Kelana Jaya, 47301 Petaling Jaya, Selangor Darul Ehsan

Registration

1. Registration will commence at 8:00 a.m. at the entrance of Ballroom 3, Level 2, New World Petaling Jaya Hotel, and will end at a time as directed by the Chairman of the meeting. The 27th AGM will start punctually at 10:00 a.m. We strongly encourage you to come early to facilitate registration.
2. Please read the signage to ascertain the correct registration counter and join the queue accordingly.
3. Please produce your original Identify Card (IC) or passport (for Non-Malaysians) to the registration staff for verification. Only original IC or passport will be accepted for purposes of identity verification. Please make sure you collect your IC or passport thereafter.
4. No person will be allowed to register on behalf of another person with the original IC or passport of that other person.
5. **Upon verification and registration:**
Please sign on the Attendance List and an identification wristband (for attending the 27th AGM) will be given to be secured around your wrist. The identification wristband has a personalized passcode, so please retain the same for entry to the meeting room (Ballroom 3) and for poll voting purpose at the 27th AGM. If you are attending the 27th AGM as a shareholder as well as proxy, you will be registered once and will only be given one identification wristband to enter the meeting hall. No person will be allowed to enter the meeting hall without wearing the identification wristband. There will be no replacement in the event that you lose/misplace the identification wristband.
6. The registration counter will only handle verification of identity and registration of attendance.
7. Help desk support is available for any other enquiries/assistance/revocation of proxy’s appointment.

Entitlements to attend, speak and vote

Only Depositors registered in the Register of Members/Record of Depositors and whose names appear in the Register of Members/Record of Depositors as at May 17, 2019 shall be entitled to attend, speak and vote at the AGM or appoint proxy(ies) to attend, speak and vote on their behalf in respect of the number of shares registered in their names at that time.

Door gift

There will be **NO** door gift given to shareholders and/or proxy(ies).

Refreshment

Light refreshment will be served before the commencement of the 27th AGM and followed by lunch upon the adjournment/conclusion of the 27th AGM. A coupon for refreshment will be issued upon registration. There will be no replacement in the event that you lose or misplace the coupon. Where more than two (2) proxies are appointed by a Member, only the first two (2) registered proxies will be provided with refreshment coupon.

Parking

You may park your vehicle at your own convenience within Paradigm Mall as New World Petaling Jaya Hotel is sharing the same parking with Paradigm Mall.

The Company will **NOT** reimburse the parking fee incurred by shareholders/proxies as parking fee is charged by hourly basis.

Mobile devices

Please ensure that all mobile devices i.e. phones/pagers/other sound emitting devices are switched off or put on silent mode during the 27th AGM to ensure smooth and uninterrupted proceedings.

No smoking policy

A no smoking policy is maintained at the 27th AGM. Your co-operation is much appreciated.

Voting Procedure

1. The voting at the 27th AGM will be conducted on a poll in accordance with Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor Investor & Issuing House Services Sdn Bhd (“Tricor”) as Poll Administrator to conduct the poll by way of electronic voting (“e-voting”) and Asia Securities Sdn Berhad as Scrutineers to verify the poll results.
2. E-voting for each of the resolutions as set out in the Notice of the 27th AGM will take place upon the conclusion of the deliberations of all businesses transacted at the 27th AGM. The registration for attendance will be closed, to facilitate commencement of the poll.
3. Each shareholder/proxy will be directly to the e-voting counter or kiosk for voting using tablet where he/she must produce the identification wristband issued to him/her during the registration.
4. Each shareholder/proxy is invited to cast his/her vote. The 27th AGM will be adjourned after the conclusion of the polling process and the declaration of the poll results by the Chairman.

Annual Report, Circular and Corporate Governance report (“AGM documents”)

The AGM documents are available on DKSH’s website at www.dksh.com.my for download. If you wish to request for printed copy of the AGM documents, please forward your request by completing the Request Form provided by us. A full version of the AGM documents shall be forwarded to you as soon as reasonably practicable after the receipt of the request.

Enquiry

If you have any queries relating to the AGM prior to the date of the Meeting, please contact the following:

- Tricor Investor & Issuing House Services Sdn Bhd at +60 3 2783 9299 during office hours, i.e. from 8:30 a.m. to 5:30 p.m. (Mondays to Fridays); or
- Corporate Secretarial Department, Nur Amalina at +60 3 7882 8892 during office hours, i.e. from 9:00 a.m. to 6:00 p.m. (Mondays to Fridays) or email your queries to nur.amalina@dksh.com