



SARAWAK PLANTATION BERHAD
Registration No. 199701035877 (451377-P)

Date : 21 July 2021

Dear Shareholders of Sarawak Plantation Berhad (“SPB”),

Re : Adjourned 24th Annual General Meeting - Issuance of Documents by Electronic Means

As the State’s SOP now allows the holding of the Annual General Meeting, we would like to inform our Shareholders that our Adjourned 24th Annual General Meeting will be convened on FRIDAY, 13 AUGUST 2021 at 9.30AM.

The venue of the Adjourned 24th Annual General Meeting of SPB is changed to 8TH FLOOR WISMA NAIM 2 ½ MILE ROCK ROAD 93200 KUCHING SARAWAK.

The Notice of the Adjourned 24th Annual General Meeting and the Revised Proxy Form can be viewed and downloaded from these designated website link:

1. Notice of Adjourned 24th Annual General Meeting
www.spbgroup.com.my/Announcement/AdjournedAGMNoticeFYE2020.pdf
2. Revised Form of Proxy for 24th AGM
www.spbgroup.com.my/Announcement/RevisedProxyFormFYE2020.pdf

Please be reminded that to be valid, the instrument appointing a proxy must be deposited at the office of the Share Registrar, Tricor Investor & Issuing House Services Sdn. Bhd. at Unit 32-01 Level 32 Tower A Vertical Business Suite Avenue 3 Bangsar South No. 8 Jalan Kerinchi 59200 Kuala Lumpur not less than 48 hours before the time set for holding this Adjourned 24th Annual General Meeting or any adjournment thereof.

Shareholders whose names appear on the Record of Depositors as at 5 AUGUST 2021 shall be entitled to attend, participate, speak and vote at this Adjourned 24th Annual General Meeting or appoint proxies on his / her / its behalf.

The Company is very concerned over the health and safety of all Members attending the AGM. Hence, the following precautionary measures will be taken for the conduct of the AGM:

- a. Members and proxies are required to abide by the most current SOPs enforced by the State when deciding on whether or not to attend the AGM;
- b. Members are strongly encouraged to appoint the Chairman of the AGM as their proxies to attend and vote at the AGM on their behalf by submitting the Form of Proxy with predetermined voting instruction;
- c. Members who are unwell or have been placed on quarantine orders or stay-at-home notices or been in physical contact with a person infected with COVID-19 are advised to refrain from attending the AGM in person;
- d. In the interest of public health including those of our Members, Members must cooperate with the precautionary measures put in place by the Company should Members (or your proxies) wish to attend the AGM in person.
- e. Members and proxies must sanitise their hands, observe/maintain social distancing and wear a face mask throughout the conduct of the AGM.

Due to the constant evolving COVID-19 situation in Malaysia, the Company may be required to change the arrangements of our Annual General Meeting at short notice. Please do visit Bursa Malaysia Berhad’s website and Company’s corporate website at www.spbgroup.com.my for the latest updates on the status of the Adjourned 24th Annual General Meeting.

Yours faithfully,

TRINA TAN YANG LI
COMPANY SECRETARY