



WONG ENGINEERING CORPORATION BERHAD

Registration No. 199601037606 (409959-W)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE TWENTY-NINTH ANNUAL GENERAL MEETING (“29th AGM”)

Meeting Date : Wednesday, 25 March 2026
Time : 10.00 a.m.
Venue : Auditorium Room, Level 1, Lot 204, Jalan Bukit Belimbing 26/38, Off Persiaran
Tengku Ampuan, Lion Industrial Park Seksyen 26, 40400 Shah Alam, Selangor,
Malaysia.

CORPORATE MEMBERS

- Corporate members who wish to appoint corporate representatives instead of a proxy, must deposit their original or duly certified certificate of appointment of corporate representative to Tricor Investor & Issuing House Services Sdn. Bhd. (“**TIIH**”) on or before the 29th AGM.
- Attorneys appointed by power of attorney are required to deposit their power of attorney with TIIH not later than **Monday, 23 March 2026** at **10.00 a.m.** to attend and vote at the 29th AGM.

GENERAL MEETING RECORD OF DEPOSITORS (“**ROD**”)

- Only a depositor whose name appears on the ROD as at **18 March 2026** shall be entitled to attend, participate, speak and vote at the 29th AGM or appoint proxies to attend and/or vote on his/her behalf.

REGISTRATION ON THE DAY OF THE 29th AGM

- Registration will commence at 9.00 a.m. on Wednesday, 25 March 2026 and will remain open until the conclusion of the 29th AGM or such time as may be determined by the Chairman of the meeting.
- Please present your original National Registration Identity Card (“**NRIC**”) or Passport (for non-Malaysian) to the registration staff for verification.
- Upon verification, an identification wristband for voting purposes will be given to you thereafter. No one will be allowed to enter the meeting room without an identification wristband. There will be no replacement for the identification wristband if it is lost or misplaced.
- Registration must be done in person. No person is allowed to register on behalf of another even with the original NRIC or Passport of the other person.
- The registration counter will handle verification of identity, registration and revocation of proxy/proxies.

PROXY

- The appointment of proxy may be made in hard copy or by electronic form in the following manner and must be received by the Company at least forty-eight (48) hours before the time appointed for holding the 29th AGM or any adjournment thereof, otherwise the Proxy Form shall NOT be treated as valid:-

In hard copy

In case of an appointment made in hard copy, the Proxy Form must be deposited with the Company's Registered Office at 170-09-01 Livingston Tower, Jalan Argyll, 10050 George Town, Pulau Pinang.

In electronic form

- The proxy form can be electronically lodged with the Share Registrar of the Company via Vistra Share Registry and IPO (MY) portal ("**the Portal**") at <https://srmy.vistra.com>. Kindly refer to the Procedure for Electronic Submission of Proxy Form.

PROCEDURE FOR ELECTRONIC SUBMISSION OF PROXY FORM

The procedures to submit your proxy form electronically via Vistra Share Registry and IPO (MY) portal ("**the Portal**") are summarised below:

Procedure	Action
i. Steps for Individual Shareholders	
(a) Register as a User at the Portal	<ul style="list-style-type: none"> Visit the website at https://srmy.vistra.com. Click "Register" and select "Individual Holder" and complete the New User Registration Form. For guidance, you may refer to the tutorial guide available on the homepage. Once registration is completed, you will receive an email notification to verify your registered email address. After verification, your registration will be reviewed and approved within one working day. A confirmation email will be sent once approved. Once you receive the confirmation, activate your account by creating your password. <p><i>If you are an existing user with the Portal or Tricor's TIIH Online portal previously, you are not required to register again.</i></p>
(b) Proceed with submission of Proxy Form	<ul style="list-style-type: none"> After the release of the Notice of Meeting by the Company, login to https://srmy.vistra.com with your username (i.e. email address) and password. Select the corporate event: "WONG ENGINEERING CORPORATION BERHAD 29TH AGM". Navigate to the 3 dots at the end of the corporate event and choose "SUBMISSION OF PROXY FORM". Read and agree to the Terms and Conditions and confirm the Declaration. Indicate the total number of shares assigned to your proxy(s) to vote on your behalf. Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint the Chairman as your proxy. Indicate your voting instructions – FOR or AGAINST or ABSTAIN. Print the proxy form for your record.
ii. Steps for Corporation or Institutional Shareholders	

(a)	Register as a User at the Portal	<ul style="list-style-type: none"> • Visit the website at https://srmy.vistra.com. • Click "Register" and select "Representative of Corporate Holder" and complete the New User Registration Form. • Complete the registration form with your personal details. For guidance, you may refer to the tutorial guide available on the homepage. • Once registration is completed, you will receive an email notification to verify your registered email address. • After verification, your registration will be reviewed and approval within two (2) working days. A confirmation email will be sent once approved. • Once you receive the confirmation, activate your account by creating your password. <p>Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact Tricor if you need clarifications on the user registration.</p>
(b)	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> • After the release of the Notice of Meeting by the Company, login to https://srmy.vistra.com with your username (i.e. mail address) and password. • Select the corporate event: "WONG ENGINEERING CORPORATION BERHAD 29TH AGM". • Navigate to the icon ">" at the end of the corporate event. • Read and agree to the Terms and Conditions and confirm the Declaration. • Select the corporate holder's name. • Proceed to download the submission file. • Prepare the file for the appointment of proxy(ies) by inserting the required data. • Proceed to upload the duly completed proxy appointment file. • Select "Confirm" to complete your submission. • Print the confirmation report of your submission for your record.

POLL VOTING

- The voting at the 29th AGM will be conducted by poll in accordance with Paragraph 8.29A of Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed TIIH as a Poll Administrator to conduct the poll by way of electronic voting (e-voting).
- Upon completion of the voting session for the 29th AGM, the Scrutineers will verify the poll results followed by the Chairman's announcement and declaration whether the resolutions are duly passed.

ANNUAL REPORT 2025

- The Company's Annual Report 2025 is available at the Company's website at <https://www.wec.com.my/> and Bursa Malaysia's website at <https://www.bursamalaysia.com> under Company's announcements.
- You may request for a printed copy of the Annual Report 2025 via The Portal at <https://srmy.vistra.com> by selecting "Request for Annual Report / Circular" under the "Investor Services".
- Kindly consider the environment before you decide to request for the printed copy of the Annual Report 2025. The environmental concerns like global warming, deforestation, climate change and many more affect every human, animal and nation on this planet.

COMMUNICATION GUIDANCE

- Shareholders are advised to check the Company's website at <https://www.wec.com.my/> and announcements from time to time for any changes to the administration of the 29th AGM that may be necessitated by changes to the directives, safety and precautionary requirements and guidelines prescribed by the Government of Malaysia, the Ministry of Health, the Malaysian National Security Council, Securities Commission Malaysia and/or other relevant authorities.

NO RECORDING OR PHOTOGRAPHY

- Strictly **NO** recording or photography of the proceedings of the 29th AGM is allowed.

NO DOOR GIFT OR FOOD VOUCHER

- There will be **no distribution** of door gift or food voucher at the 29th AGM.

ENQUIRY

If you have any enquiries on the above, please contact the Share Registrar during office hours on Mondays to Fridays from 8.30 a.m. to 5.30 p.m. (except on public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.

General Line : +603 2783 9299
Email : is.enquiry@vistra.com
Contact Person : Zulhafri Bin Abdul Rahman
+603 2783 9289 (zulhafri@vistra.com)
: Zaqwan Syahmi Bin Sarman
+603 2783 9283 (zaqwan.syahmi@vistra.com)