

# MCE HOLDINGS BERHAD

Registration No. 201501033021 (1158341-K)  
(Incorporated in Malaysia)

## STAKEHOLDERS COMMUNICATION POLICY

### Introduction

This Policy sets out the aims and practices of the Company in respect of communicating with all its stakeholders including its shareholders (both current and prospective).

MCE Holdings Berhad (“MCE”) recognises the value of providing current and relevant information to all its stakeholders to enhance its Corporate Disclosure Policy and empowering its stakeholders through effective communication.

#### 1. Methods of Communication

The following methods of communication are available :

- Bursa Announcements
- General Meetings
- Annual reports
- The Company’s website
- Press Conferences/Media Releases
- Telephone/Facsimile/E-mail/Post
- Such other means of communication as may be deemed appropriate.

#### 2. Bursa Announcements

MCE makes announcements to Bursa Malaysia Securities Berhad (“Bursa Malaysia”) in accordance with Bursa Malaysia’s Main Market Listing Requirements (“MMLR”).

All announcements made to Bursa Malaysia are available to stakeholders on the Company’s website at <http://www.multicode.com.my> as soon as reasonably practical after such information is released to Bursa Malaysia.

#### 3. General Meetings

The Annual General Meeting and other general meetings (collectively refers to as “General Meeting”) of the Company are the primary forum for communication with shareholders and for shareholders participation.

##### 3.1 Date, Time and Location of General Meetings

The date, time and location of the Annual General Meeting and other general meeting will be set out in detail in the Notice of the Meeting which will be circulated to shareholders at least 14 clear days or 21 clear days in the case where the special resolution is to be proposed or where it is an annual general meeting prior to the date of the meetings. The Notice will also be advertised in the National Edition of an English newspaper and posted on the Company’s website.

##### 3.2 Proxy Form

A proxy form allowing shareholders to appoint a proxy to attend in the event the shareholders cannot attend the meeting will accompany the Notice of Meeting distributed to all shareholders.

### 3.3 Manner of Circulation

Subject to the Act, MMLR, laws, rules or regulations, notice of a meeting of members or Document which is required to be given, sent or served under the Act or under the Constitution shall be in writing and shall be given to the members either:-

- in hard copy,
- in electronic form, or
- partly in hard copy and partly in electronic form.

### 3.3 Questions from Shareholders to the Chairman, Directors and External Auditors

During the General Meeting shareholders are encouraged to participate and ask questions about or comment on the management, the performance of the Company and/or the conduct of the audit and the External Auditors Report or the subject matter which is being tabled for shareholders considerations.

During the commencement of all General Meetings, the Chairman will inform shareholders present that all resolutions tabled will be voted on by poll in compliance with the MMLR, and notwithstanding that, their right to demand for a poll in accordance with the provisions of the Company's Constitution.

The Chairman should ensure that General Meetings support meaningful engagement between the Board of Directors, Senior Management and Shareholders. The engagement should be interactive and include robust discussion on among others the Company's financial and non-financial performance as well as the Company's long-term strategies. Shareholders will be provided with reasonable time and opportunity to pose questions during the General Meeting and all the questions should receive a meaningful response.

Shareholders may also send in their questions and comments in advance either through e-mail, facsimile or post to be raised and answered at the General Meetings.

## 4. Annual Report

The Company's Annual Report to shareholders is the central means of communicating to shareholders the Company's activities, operations and performance over the past financial year.

The Company shall include an overview of the application of the Practice set out in the Malaysian Code on Corporate Governance ("MCCG") in its annual report and to disclose the application of each practice set out in the MCCG during its financial year, to Bursa Malaysia in a prescribed format ("Corporate Governance Report") and announce the same together with the announcement of the annual report.

The Annual Report is distributed to shareholders annually and is sent together with the Notice of the Annual General Meeting at least 21 clear days prior to the date of the Annual General Meeting.

The Annual Report will also be available on the Company's website as soon as reasonably practical after the said Report has been released to Bursa Malaysia.

## 5. The Company's Website

The Company's website at <http://www.multicode.com.my> contains information about the Company including shareholders communications.

All announcements and press releases made to Bursa Malaysia and other relevant corporate information that has been officially released to the market will be available as soon as reasonably practical after such information has been released to Bursa Malaysia.

6. Press Conferences/Media Releases

The Company may occasionally organise press conferences and media releases in conjunction with the execution of significant or major agreements, products launches or presentations.

Presentations made during Press Conferences/Media Releases will be available on the Company's website as soon as reasonably practical after such information is released to Bursa Malaysia.

7. Telephone, Facsimile, E-mail Contact and Post

All stakeholders, including shareholders may contact or communicate with the Company as follows:

MCE HOLDINGS BERHAD

- \* Group Managing Director's/Chairman's Office  
No.2 & 4, Jalan Waja 7  
Kawasan Perindustrian Pandan  
81100 Johor Bahru, Johor

Tel No. : 607-3553787  
Fax No. : 607-3552869  
e-mail : [mcejb@multicode.com.my](mailto:mcejb@multicode.com.my)

- \* *Issues regarding Corporate Governance concerns should be addressed to the Chairman's office.*  
*Issues regarding financial performance, operations and business should be addressed to the Group Managing Director's Office.*

The Company will respond within a reasonable time frame to stakeholders queries and concerns.

Issues relating to the Company's securities should be addressed to the Company's Share Registrar as follows:

ShareWorks Sdn Bhd  
No. 2-1, Jalan Sri Hartamas 8  
Sri Hartamas  
50480 Kuala Lumpur

Tel No. : 603-62011120  
Fax No. : 603-62013121  
e-mail : [sharereg@shareworks.com.my](mailto:sharereg@shareworks.com.my)

*This Stakeholders Communication Policy was approved and adopted by the Board on 30 June 2016.*

*This Stakeholders Communication Policy was last reviewed and revised on 27 June 2022.*