



**LINGKARAN TRANS KOTA HOLDINGS BERHAD**

199501006186 (335382-V)

(Incorporated in Malaysia)

28 August 2020

Dear Valued Shareholders

**25<sup>TH</sup> ANNUAL GENERAL MEETING (AGM) OF LINGKARAN TRANS KOTA HOLDINGS BERHAD (“the Company”)**

In support of the Government of Malaysia’s ongoing efforts to contain the spread of Covid-19 and as part of the Group’s safety measures, the 25<sup>th</sup> AGM will be held as a fully virtual meeting via live streaming and online remote voting from the Broadcast Venue at Tricor Business Centre, Manuka 2 & 3 Meeting Room, Unit 29-01, Level 29, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8 Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, on Wednesday, 30 September 2020 at 11.00 a.m.. Kindly refer to the Administrative Guide for the 25<sup>th</sup> AGM in order to register, participate and vote remotely via the Remote Participation and Voting (RPV) facilities.

We enclose herewith the following documents for your kind attention:

1. Notice of AGM
2. Administrative Guide for AGM
3. Proxy Form
4. Request Form (for printed copy of Annual Report 2020)

The softcopy of our Annual Report 2020 could also be downloaded from our website at [www.litrak.com.my](http://www.litrak.com.my).

We thank you for your continued support to the Company. If you need any assistance, kindly contact the following persons during office hours from 9.00 a.m. to 5.00 p.m., Monday to Friday (except on public holidays):

Ms Elly Chong Yen Hoong :	+603-7494 7101	ellychong@litrak.com.my
Cik Nur Najwa binti Usman :	+603-7494 7037	najwa@litrak.com.my

Thank you.

Yours faithfully

**LINGKARAN TRANS KOTA HOLDINGS BERHAD**

**TAN SRI DATO’ SETIA HAJI AMBRIN BIN BUANG**

Chairman

# Notice of Annual General Meeting

**NOTICE IS HEREBY GIVEN THAT** the 25<sup>th</sup> Annual General Meeting (AGM) of Lingkaran Trans Kota Holdings Berhad will be held as a fully virtual meeting via live streaming and online remote voting from the Broadcast Venue at Tricor Business Centre, Manuka 2 & 3 Meeting Room, Unit 29-01, Level 29, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8 Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia, on Wednesday, 30 September 2020 at 11.00 a.m. for the purpose of transacting the following businesses:

1. To receive the Report of the Directors and the Audited Financial Statements for the financial year ended 31 March 2020 together with the Report of the Auditors thereon.
2. To re-elect the following Directors who are retiring by rotation in accordance with Clause 100 of the Company's Constitution and being eligible, offer themselves for re-election:
  - (i) Tan Sri Dato' Setia Haji Ambrin bin Buang (Resolution 1)
  - (ii) Puan Nazli binti Mohd Khir Johari (Resolution 2)
3. To approve the payment of Directors' fees of RM422,000 for the financial year ended 31 March 2020. (Resolution 3)
4. To approve the payment of Directors' benefits (excluding Directors' fees) up to an amount of RM106,000 for the period from 30 September 2020 until the next AGM of the Company to be held in 2021. (Resolution 4)
5. To re-appoint Messrs Ernst & Young as Auditors of the Company and to authorise the Directors to fix their remuneration. (Resolution 5)

## Special Business

6. To transact any other business of which due notice shall have been given.

## BY ORDER OF THE BOARD

**LIM SOO LYE**  
**CHIEW TENG JUAN**  
Company Secretaries

Subang Jaya  
28 August 2020

# Notice of Annual General Meeting

## Notes:

### 1. Virtual AGM

In support of the Government of Malaysia's ongoing efforts to contain the spread of Covid-19 and as part of the Group's safety measures, the 25<sup>th</sup> AGM will be conducted fully virtual at the Broadcast Venue. The members are advised to follow the procedures as set out in the Administrative Guide sent out together with this notice on the registration and voting process for the AGM.

### 2. General Meeting Record of Depositors

For the purpose of determining a member's eligibility to attend and vote at the 25<sup>th</sup> AGM, the Company shall obtain a General Meeting Record of Depositors as at 24 September 2020 from Bursa Malaysia Depository Sdn Bhd in accordance with Clause 73 of the Company's Constitution and Paragraph 7.16(2) of Bursa Malaysia's Main Market Listing Requirements. Only depositors whose names appear therein shall be entitled to attend in person or appoint proxies to attend and/or vote on their behalf at the AGM.

### 3. Appointment of Proxy

- a. A proxy may but need not be a member of the Company. There shall be no restriction as to the qualification of a proxy.
- b. A member shall be entitled to appoint more than one (1) proxy to attend, participate, speak and vote in his stead.
- c. Where a member appoints more than one (1) proxy, the appointment shall be invalid unless he specifies the proportions of his holdings to be represented by each proxy.
- d. Where a member is an authorised nominee as defined under the Securities Industry (Central Depositories) Act, 1991, it may appoint at least one (1) proxy in respect of each securities account it holds with ordinary shares of the Company standing to the credit of the said securities account.
- e. Where a member is an exempt authorised nominee as defined under the Securities Industry (Central Depositories) Act, 1991, which holds ordinary shares in the Company for multiple beneficial owners in one securities account ("Omnibus Account"), there is no limit to the number of proxies the exempt authorised nominee may appoint in respect of each Omnibus Account it holds. If more than one (1) proxy is appointed, the appointment shall be invalid unless the exempt authorised nominee specifies the number of shares to be represented by each proxy.
- f. In the case of a corporate member, the instrument appointing a proxy must be executed under its Common Seal or the hand of its attorney.
- g. The instrument appointing a proxy must be deposited/submitted via the following ways not less than 48 hours before the time set for holding the AGM or any adjournment thereof:

- (i) By hardcopy form

The Proxy Form must be deposited with Tricor Investor & Issuing House Services Sdn Bhd (Tricor) at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8 Jalan Kerinchi, 59200 Kuala Lumpur or alternatively, the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8 Jalan Kerinchi, 59200 Kuala Lumpur.

- (ii) By electronic form

The Proxy Form can be electronically submitted/ lodged via Tricor's TIIH Online at <https://tiih.online> (applicable to individual shareholders only). Please refer to the Administrative Guide for the procedures on electronic lodgement of proxy form.

- h. Pursuant to Paragraph 8.29A of Bursa Malaysia's Main Market Listing Requirements, all resolutions set out in the Notice of AGM will be put to vote by poll.

### 4. Explanatory Notes on Notice of AGM

- a. Audited Financial Statements

The audited financial statements are laid in accordance with Section 340(1)(a) of the Companies Act 2016 (CA 2016) for discussion only. The statements do not require shareholders' approval and hence, will not be put forward for voting.

- b. Resolutions 1 and 2 – Re-election of Directors in accordance with Clause 100 of the Company's Constitution

Pursuant to Clause 100 of the Company's Constitution, Tan Sri Dato' Setia Haji Ambrin bin Buang and Puan Nazli binti Mohd Khir Johari shall retire by rotation at the forthcoming 25<sup>th</sup> AGM and being eligible, have offered themselves for re-election. The Board via the annual evaluation is satisfied that Tan Sri Dato' Setia Haji Ambrin and Puan Nazli continue to demonstrate the necessary commitment to be fully effective members of the Board and therefore recommended that they be re-elected as Directors of the Company.

Please refer to page 3 and page 7 of the Annual Report 2020 for the profiles of Tan Sri Dato' Setia Haji Ambrin and Puan Nazli.

# Notice of Annual General Meeting

c. Resolutions 3 and 4 – Directors' Fees and Benefits

Section 230(1) of the CA 2016 provides that the fees of the directors and any benefits payable to the directors of a listed company and its subsidiaries shall be approved at a general meeting. Pursuant thereto, shareholders' approval shall be sought at the Company's 25<sup>th</sup> AGM for payment of Directors' fees and benefits to Non-Executive Directors under Resolutions 3 and 4.

The proposed payment of Directors' fees of RM422,000 to Independent Non-Executive Directors under Resolution 3 comprises Directors' fees of RM340,000 and Audit Committee fees of RM82,000 for the financial year ended 31 March 2020. The Board is of the view that the proposed payment is reflective of their responsibilities and performances during the financial year ended 31 March 2020.

Shareholders' approval is also being sought under Resolution 4 for the proposed payment of Directors' benefits which comprise solely of estimated meeting allowances of up to RM106,000 to Non-Executive Directors for the period from 30 September 2020 until the next AGM of the Company to be held in 2021.

In determining the estimated meeting allowances payable to the Non-Executive Directors, the Board had considered the number of scheduled meetings and other factors which may call for additional meetings of the Board and its Board Committees as well as the number of Non-Executive Directors involved in the meetings. Resolution 4 if passed, will facilitate the payment of meeting allowances to Non-Executive Directors as and when meetings are held.

The Board is of the view that it is just and equitable for the Non-Executive Directors to be paid such allowances upon them discharging their responsibilities and rendering their services to the Company. In the event that the payment of meeting allowances during the aforesaid period exceeded the estimated amount sought, shareholders' approval will be sought at the next AGM.

d. Resolution 5 – Re-appointment of Auditors

Messrs Ernst & Young shall be retiring at the forthcoming 25<sup>th</sup> AGM of the Company and have expressed their willingness to be re-appointed as auditors of the Company for the financial year ending 31 March 2021. The Audit Committee has assessed the suitability and independence of Messrs Ernst & Young as auditors of the Company. The Board on the recommendation of the Audit Committee, recommended that Messrs Ernst & Young be re-appointed as auditors of the Company.

## 5. Statement Accompanying Notice of AGM

There is no individual standing for election as Director (excluding Directors standing for re-election) at the forthcoming 25<sup>th</sup> AGM of the Company.