

ADMINISTRATIVE NOTES

FOR THE THIRTIETH ANNUAL GENERAL MEETING ("30TH AGM" OR "MEETING") OF OPENSYS (M) BERHAD ("OPENSYS" OR "COMPANY")

Date : Monday, 18 May 2026
Time : 3:00 p.m.
Venue : Atlanta Ballroom, Level 3, Hotel Armada Petaling Jaya, Lot 6, Lorong Utara C, Seksyen 52, 46200 Petaling Jaya, Selangor Darul Ehsan.

REGISTRATION FOR THE DAY OF THE 30TH AGM

- Registration will commence at 1:30 p.m. on 18 May 2026 and will remain open until the conclusion of the 30th 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 will be given to you for voting purposes thereafter. No one will be allowed to enter the meeting hall 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.

GENERAL MEETING RECORD OF DEPOSITORS ("ROD")

- Only a member whose name appears on the ROD as at 11 May 2026 shall be entitled to attend, speak and vote (collectively "participate") at the 30th AGM or appoint proxy(ies) to participate on his/her/its behalf.

CORPORATE MEMBERS

- Corporate members who wish to appoint corporate representatives instead of proxy(ies), must deposit their original certificate of appointment of corporate representative to Mega Corporate Services Sdn. Bhd. ("Mega") before the 30th AGM, or bring the original certificate of appointment of corporate representative to the 30th AGM.
- Attorneys appointed by power of attorney are required to deposit their power of attorney with Mega not later than 16 May 2026 at 3:00 p.m. to attend and vote at the 30th AGM.

PROXY

The appointment of proxy(ies) may be made in hard copy form or by electronic form in the following manners and must be received by the Company not less than forty-eight (48) hours before the time appointed for holding the 30th AGM or adjourned general meeting at which the person named in the appointment proposes to vote, otherwise the Form of Proxy shall not be treated as valid:-

- In hard copy form
In case of an appointment made in hard copy form, the Form of Proxy must be deposited at the office of the Company Secretary, Mega Corporate Services Sdn. Bhd. at Level 15-2, Bangunan Faber Imperial Court, Jalan Sultan Ismail, 50250 Kuala Lumpur, or email to the Poll Administrator at mega-sharereg@megacorp.com.my. For those who have emailed the Form of Proxy, please submit the original at any time before the time appointed for holding the meeting or to the registration staff on the meeting day for the Company's records.
- By electronic form
The proxy form can be electronically lodged at <https://www.equiti.my/>.

ADMINISTRATIVE NOTES (CONT'D)

ELECTRONIC LODGEMENT OF FORM OF PROXY

The procedures to lodge your Form of Proxy electronically via The Portal website are summarised below:

Procedure	Action
i. Steps for Individual Shareholders	
Register as a User at The Portal	<ol style="list-style-type: none"> 1. Visit the website at https://www.equiti.my/. 2. Click "Register" and select "individual Holder" and complete the New User Registration Form. 3. Complete the registration form with your personal details. 4. Once registration is completed, you will receive a verification code to your email to verify your registered email address. 5. After verification, your registration will be reviewed and approved within one (1) working day. A confirmation email will be sent once approved. 6. Once you receive the confirmation, activate your account by logging in with your email address and password. <p><i>Note: If you are an existing user of Equiti.my, you are not required to register again.</i></p>
Proceed with submission of Form of Proxy	<ol style="list-style-type: none"> 1. After the release of the Notice of Meeting by the Company, login with your email address and password. 2. Select the corporate event: "OPENSYS (M) BERHAD 30TH AGM". 3. Navigate to the "SUBMISSION OF E PROXY FORM". 4. Indicate the CDS account number (last 9 digits) and the total number of shares assigned to your proxy(ies) to vote on your behalf. 5. Appoint your proxy(ies) and insert the required details of your proxy(ies), or appoint the Chairman as your proxy. 6. Indicate your voting instructions – FOR or AGAINST or ABSTAIN. 7. Read and agree to the Terms and Conditions and confirm the Declaration. 8. Download the Form of Proxy for your record at "MY SUBMISSION".
ii. Steps for Corporation or Institutional Shareholders	
Register as a User at The Portal	<ol style="list-style-type: none"> 1. Visit the website at https://www.equiti.my/. 2. Click "Register" and select "Nominee/Corporate" and complete the New User Registration Form. 3. Complete the registration form with your personal details. 4. Once registration is completed, you will receive a verification code to your email to verify your registered email address. 5. After verification, your registration will be reviewed and approved within two (2) working days. A confirmation email will be sent once approved. 6. Once you receive the confirmation, activate your account by logging in with your email address and password. <p><i>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 the Poll Administrator if you need clarification on the user registration.</i></p>

ADMINISTRATIVE NOTES (CONT'D)

ELECTRONIC LODGEMENT OF FORM OF PROXY (CONT'D)

The procedures to lodge your Form of Proxy electronically via The Portal website are summarised below (Cont'd):

Procedure	Action
ii. Steps for Corporation or Institutional Shareholders (Cont'd)	
Proceed with submission of Form of Proxy	<ol style="list-style-type: none">1. Login to https://www.equiti.my/ with your email address and password.2. Select the corporate event: "OPENSYS (M) BERHAD 30TH AGM".3. Navigate to the "SUBMISSION OF E PROXY FORM".4. Indicate the CDS account number (last 9 digits) and the total number of shares assigned to your proxy(ies) to vote on your behalf.5. Appoint your proxy(ies) and insert the required details of your proxy(ies), or appoint the Chairman as your proxy.6. Indicate your voting instructions – FOR or AGAINST or ABSTAIN.7. Read and agree to the Terms and Conditions and confirm the Declaration.8. Download the Form of Proxy for your record at "MY SUBMISSION".

POLL VOTING

- The voting at the 30th AGM will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Mega Corporate Services Sdn. Bhd. as the Poll Administrator to conduct the poll.
- Upon completion of the voting session for the 30th AGM, the Independent Scrutineers will verify the poll results, followed by the Chairman's declaration whether the resolutions are duly passed.

NO RECORDING OR PHOTOGRAPHY

- Strictly NO recording and photography of the proceedings of the 30th AGM is allowed.

ENQUIRY

- If you have any enquiries on the above, please contact the Poll Administrator during office hours on Monday to Friday from 9:00 a.m. to 6:00 p.m. (except on public holidays):

Mega Corporate Services Sdn. Bhd.

General Line : +603-26924271

Direct Line : +603-26948984

Email Address : mega-sharereg@megacorp.com.my