

# **PLASTRADE TECHNOLOGY BERHAD**

(Company No. 591077-X)  
(Incorporated in MALAYSIA)

## **Shareholders Communication Policy**

### Introduction

#### General

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

PTB recognises the value of providing current and relevant information to its shareholders to enhance its Corporate Disclosure Policy and empowering its shareholders through effective communication.

#### 1. Board Approval

This Policy was approved and adopted by the Board on 1st April 2017. The Board may update and amend this Policy from time to time.

The last revision of this Policy was carried out on N/A (*where applicable*)

#### 2. 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

#### 3. Bursa Announcements

PTB makes announcements to Bursa Malaysia Securities Berhad ("Bursa Securities") in accordance with Bursa Securities ACE Market Listing Requirements.

All announcements made to Bursa Securities are available to shareholders on the Company's website at [www.plastrade-technology.com](http://www.plastrade-technology.com) as soon as reasonably practical after such information is released to Bursa Securities.

**Shareholders Communication Policy**

4. General Meetings

The Annual General Meeting and other general meetings of the Company are the primary forum for communication with shareholders and for shareholders participation.

4.1 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 mailed to shareholders at least 21 clear days 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.

4.2 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.

4.3 Questions from Shareholders to the Chairman, Directors and External Auditors

At the Annual General Meeting and other general meetings, 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.

All resolutions tabled at all general meetings will be voted upon by way of poll.

The Chairman will provide reasonable time for questions and answers to ensure that all subject matter tabled are thoroughly considered and debated.

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.

**Shareholders Communication Policy**

5. 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 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 Securities.

6. The Company's Website

The Company's website at [www.plastrade-technology.com](http://www.plastrade-technology.com) contains information about the Company including shareholders communications.

All announcements and press releases made to Bursa Securities 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 Securities.

7. 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 Securities.

**Shareholders Communication Policy**

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

Shareholders may contact or communicate with the Company as follows:

**PLASTRADE TECHNOLOGY BERHAD**

\* **Chairman's Office**

PLO 264, Jalan Firma 3,  
Tebrau Industrial Estate IV.  
81100 Johor Bahru,  
Johor Darul Takzim.

Tel No. : 07-3523899

Fax No. : 07-3528989

e-mail : [www.plastrade-technology.com](http://www.plastrade-technology.com)

- \* *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 Executive Director/Accounts cum Finance Manager's (Chief Financial Officer designate) Office.*

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

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

Bina Management (M) Sdn Bhd  
Lot 10, The Highway Centre,  
Jalan 51/205,  
46050 Petaling Jaya, Selangor.

Tel No. : 603-77843922

Fax No. : 603-77841988