



## HEKTAR REAL ESTATE INVESTMENT TRUST

*(Established in Malaysia under the Trust Deed dated 5 October 2006 (as amended by the Supplemental Trust Deed dated 20 March 2012, Second Supplemental Deed to the Trust Deed dated 23 November 2016 and Amended and Restated Trust Deed dated 8 February 2021) entered into between Hektar Asset Management Sdn Bhd and MTrustee Berhad)*

### NOTICE OF EXTRAORDINARY GENERAL MEETING

**NOTICE IS HEREBY GIVEN THAT** an Extraordinary General Meeting ("**EGM**") of Hektar Real Estate Investment Trust ("**Hektar REIT**") will be conducted on a fully virtual basis at the Broadcast Venue at The Boardroom of Hektar Asset Management Sdn Bhd, D1- U3-10, Solaris Dutamas, No. 1 Jalan Dutamas 1, 50480 Kuala Lumpur, Wilayah Persekutuan on Thursday, 15 December 2022 at 10.00 a.m., or at any adjournment thereof, for the purpose of considering and if thought fit, passing with or without modification, the following resolutions:-

#### ORDINARY RESOLUTION 1

#### **PROPOSED ESTABLISHMENT OF AN INCOME DISTRIBUTION REINVESTMENT PLAN THAT PROVIDES UNITHOLDERS WITH AN OPTION TO ELECT TO REINVEST THEIR INCOME DISTRIBUTION IN NEW UNITS IN HEKTAR REIT ("**UNIT(S)**") ("**PROPOSED IDR**P")**

"**THAT** subject to the approvals of all relevant authorities for the Proposed IDR P being obtained, the Proposed IDR P be and is hereby approved, and that the Board of Directors of the Hektar Asset Management Sdn Bhd ("**Board**"), being the management company of Hektar REIT, shall be and is hereby authorised:-

- i. to establish and implement the Proposed IDR P based on the terms and conditions set out in the Income Distribution Reinvestment Plan Statement;
- ii. to determine, at its sole and absolute discretion, whether the Proposed IDR P will apply to any income distribution declared by Hektar REIT (whether interim, final, special or any other types of cash distribution) ("**Income Distribution**"), and the portion of such Income Distribution to which the option to reinvest in new Units applies;
- iii. to allot and issue such number of new Units from time to time as may be required to be allotted and issued pursuant to the Proposed IDR P; and
- iv. to do all such acts and enter into such transactions, arrangements and agreements and to execute, sign and deliver for and on behalf of Hektar REIT, all such documents and impose such terms and conditions or delegate all or any part of its power as may be necessary and expedient in order to give full effect to the Proposed IDR P, with full power to assent to any conditions, variations, modifications and/or amendments including amendments, modifications, suspension and termination of the Proposed IDR P as the Board may, in its absolute discretion, deem fit and in the best interest of Hektar REIT and its unitholders and/or as may be required or permitted by any relevant authorities.

**AND THAT** the new Units will, upon allotment and issuance, rank equally in all respects with the existing Units, save and except that the holders of new Units shall not be entitled to any distributable income, rights, benefits, entitlements and/ or any other forms of distributions that may be declared, made or paid to unitholders where the entitlement date of such distributions precedes the relevant date of allotment and issuance of the new Units."

## ORDINARY RESOLUTION 2

### ISSUANCE OF UNITS PURSUANT TO THE PROPOSED IDRП ("ISSUANCE OF UNITS")

"**THAT** subject to the passing of Ordinary Resolution 1 above and the approvals of all relevant authorities being obtained, approval be and is hereby given to the Board to allot and issue such number of new Units from time to time as may be required to be allotted and issued pursuant to the Proposed IDRП until the conclusion of Hektar REIT's next annual general meeting, upon the terms and conditions and to such persons as the Board may, in its absolute discretion, deem fit or expedient and in the best interest of Hektar REIT and its unitholders.

The issue price of the new Units, which will be determined by the Board on the price-fixing date to be announced later ("**Price-Fixing Date**"), shall be not more than a 10% discount to the 5-day volume weighted average market price of the Units immediately prior to the Price-Fixing Date.

**AND THAT** the Board be and is hereby authorised to do all such acts and enter into such transactions, arrangements and agreements and to execute, sign and deliver for and on behalf of Hektar REIT, all such documents and impose such terms and conditions or delegate all or any part of its power as may be necessary and expedient in order to give full effect to the Issuance of Units, with full power to assent to any conditions, variations, modifications and/or amendments including amendments, modifications, suspension and termination of the Issuance of Units as the Board may, in its absolute discretion, deem fit and in the best interest of Hektar REIT and its unitholders and/or as may be required or permitted by any relevant authorities."

**By Order of the Board**  
**HEKTAR ASSET MANAGEMENT SDN BHD**

**DATO' MUHAMMAD HAFIDZ BIN NURUDDIN (MAICSA 7005820)(SSM PC No.: 202008001132)**  
**LIM SECK WAH (MAICSA 0799845)(SSM PC No.: 202008000054)**  
Joint Company Secretaries

Kuala Lumpur  
29 November 2022

#### **Notes:-**

- 1. A unitholder who is entitled to participate at the meeting is entitled to appoint not more than 2 proxies to participate instead of him. A proxy need not be a unitholder. Where a unitholder appoints 2 proxies, the appointments shall be invalid unless he specifies the proportions of his holding (expressed as a percentage of the whole) to be represented by each proxy.*
- 2. Where a unitholder is a corporation, its duly authorised representative shall be entitled to participate at the meeting and shall be entitled to appoint another person (whether a unitholder or not) as its proxy to participate.*
- 3. Where a unitholder is an authorised nominee as defined under the Securities Industry (Central Depositories) Act 1991, it may appoint not more than 2 proxies in respect of each securities account it holds in units standing to the credit of the said securities account. Where a unitholder appoints 2 proxies, the appointments shall be invalid unless it specifies the proportions of its holdings (expressed as a percentage of the whole) to be represented by each proxy.*
- 4. Where a unitholder is an exempt authorised nominee which holds units in Hektar REIT for multiple beneficial owners in one account ("**omnibus account**"), there is no limit to the number of proxies which the exempt authorised nominee may appoint in respect of each omnibus account it holds.*
- 5. The instrument appointing a proxy shall be in writing under the hand of the appointor or of its attorney duly authorised in writing or if such appointor is a corporation either under its common seal or under the hand of an officer or attorney so authorised.*
- 6. The instrument appointing a proxy shall be deposited at the office of Hektar REIT's Poll Administrator for the meeting, SS E Solutions Sdn Bhd at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan no later than 48 hours before the time set for holding the meeting or at any adjournment thereof.*
- 7. Only unitholders registered in the Record of Depositors as at 8 December 2022 shall be entitled to participate at the meeting or appoint proxy(ies) to participate on his behalf.*
- 8. The meeting will be conducted on a fully virtual basis through live streaming and online remote voting via the Remote Participation and Voting ("**RPV**") facilities available on Securities Services e-Portal at <https://sshbsb.net.my/>. Please refer to the procedures provided in the Administrative Guide for registration, participation and remote voting via the RPV facilities.*



### WHAT IS Securities Services e-Portal?

**Securities Services e-Portal** is an online platform that will allow both individual unitholders and body corporate unitholders through their appointed representatives, to -

- Submit proxy form electronically – paperless submission
- Register for remote participation and voting at meetings
- Participate in meetings remotely via live streaming
- Vote online remotely on resolution(s) tabled at meetings (referred to as “e-Services”).

The usage of the e-Portal is dependent on the engagement of the relevant e-Services by Hektar Real Estate Investment Trust and is by no means a guarantee of availability of use, unless we are so engaged to provide. **All users are to read, agree and abide to all the Terms and Conditions of Use and Privacy Policy as required throughout the e-Portal.**

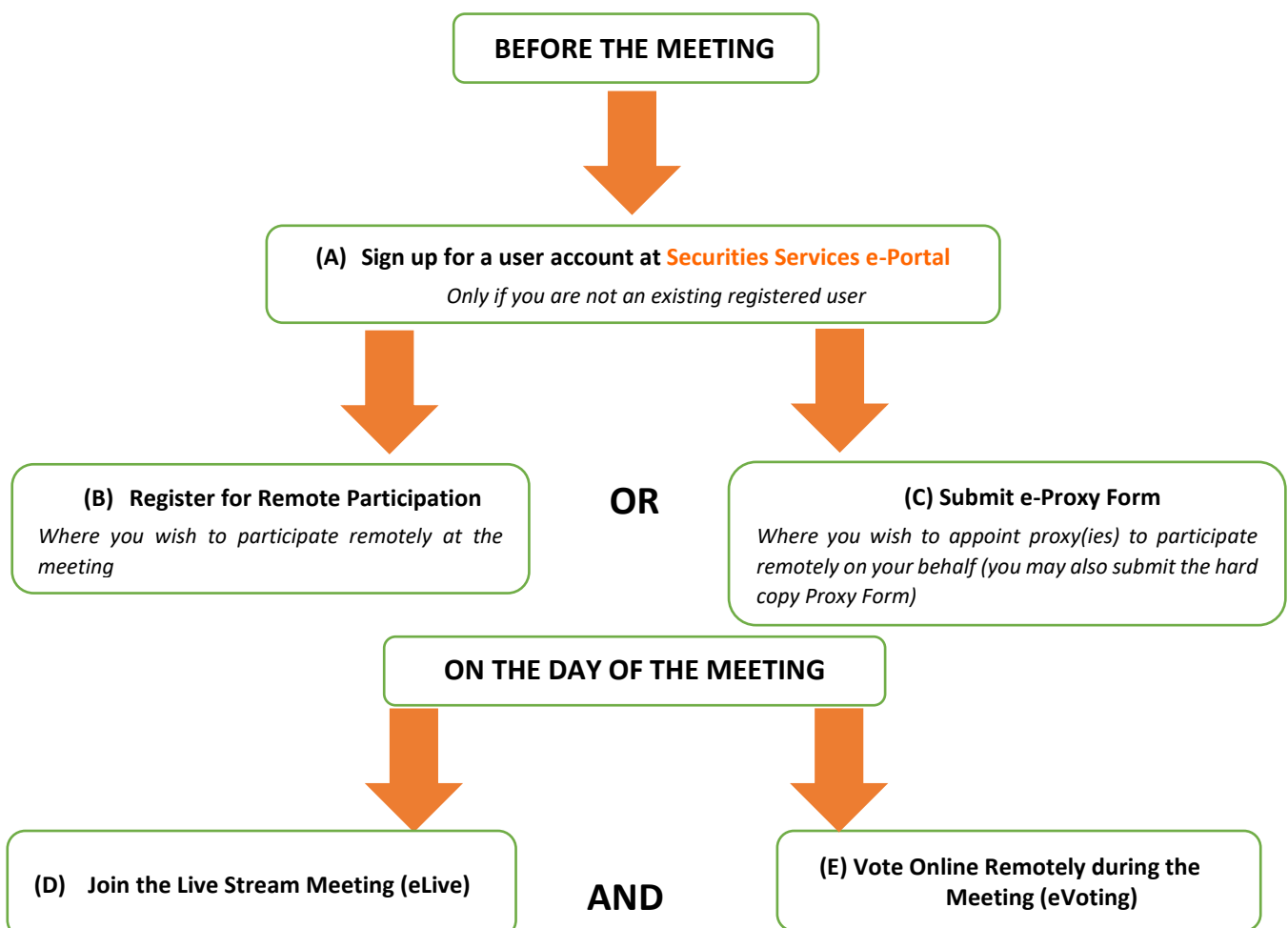
Please note that the e-Portal is best viewed on the latest versions of Chrome, Firefox, Edge and Safari.

### REQUIRE ASSISTANCE?

Please contact Mr. Wong Piang Yoong (DID: +603 2084 9168) or Ms. Lee Pei Yeng (DID: +603 2084 9169) or Ms. Rachel Ou (DID: +603 2084 9161) or our general line (DID: +603 2084 9000) to request for e-Services Assistance during our office hours on Monday to Friday from 8:30 a.m. to 12:15 p.m. and from 1:15 p.m. to 5:30 p.m. Alternatively, you may email us at [eservices@sshbs.com.my](mailto:eservices@sshbs.com.my).

### SUBMISSION OF QUESTIONS

Unitholders, proxies or corporate representatives may also submit questions before the EGM to the Chairman or Board of Directors electronically by email to [eservices@sshbs.com.my](mailto:eservices@sshbs.com.my) no later than Monday, 12 December 2022 at 10.00 a.m. or via real time submission of typed texts through a text box within SS e-Portal at <https://sshbs.net.my/> before the start or during the live streaming of the EGM.



## BEFORE THE MEETING

### (A) Sign up for a user account at **Securities Services e-Portal**

<p>Step 1 Visit <a href="https://sshsb.net.my/">https://sshsb.net.my/</a></p> <p>Step 2 Sign up for a user account</p> <p>Step 3 Wait for our notification email that will be sent within one (1) working day</p> <p>Step 4 Verify your user account within seven (7) days of the notification email and log in</p>	<ul style="list-style-type: none"> <li>• We require 1 working day to process all user sign-ups. If you do not have a user account with the e-Portal, you will need to sign up for a user account by the deadlines stipulated below.</li> <li>• Your registered email address is your User ID.</li> </ul>
---	--

**To register for the meeting under (B) or to submit e-Proxy Form under (C) below, please sign up for a user account by 11 DECEMBER 2022, failing which you may only be able to submit the hard copy proxy form.**

**This is a ONE-TIME registration only. If you already have a user account, please proceed to either (B) or (C) below.**

### (B) Register for Remote Participation at the Meeting

- Log in to <https://sshsb.net.my/> with your registered email and password
- Look for **Hektar Real Estate Investment Trust** under Company Name and **EGM on 15 December 2022 at 10:00 a.m. – Registration for Remote Participation** under Corporate Exercise / Event and click ">" to register for remote participation at the meeting.

- Step 1 Check if you are attending as –
- Individual unitholder
  - Corporate or authorised representative of a body corporate
- For body corporates, the appointed corporate / authorised representative has to upload the evidence of authority (e.g. Certificate of Appointment of Corporate Representative, Power of Attorney, letter of authority or other documents proving authority). All documents that are not in English or Bahasa Malaysia have to be accompanied by a certified translation in English in 1 file. The original evidence of authority and translation thereof, if required, have to be submitted to SS E Solutions Sdn. Bhd. at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan for verification before the registration closing date and time above.*
- Step 2 Submit your registration.

- All unitholders must register for remote participation at the meeting and are **highly encouraged to register as early as possible and before the eLive access date and time [see (D) below]** in order to ensure timely access to the meeting. Access shall be granted only to eligible unitholders in accordance with the General Meeting Record of Depositors as at 8 December 2022.
- A copy of your e-Registration for remote participation can be accessed via **My Records** (refer to the left navigation panel).
- Your registration will apply to all the **CDS account(s)** of each individual unitholder / body corporate unitholder that you represent. If you are both an individual unitholder and representative of body corporate(s), you need to register as an individual and also as a representative for each body corporate.
- As the meeting will be conducted on a virtual basis and only the Chairman and other essential individuals will be present at the broadcast venue, we highly encourage all unitholders to remotely participate and vote at the meeting, failing which, please appoint the Chairman of the meeting as proxy or your own proxy(ies) to represent you.

### (C) Submit e-Proxy Form

Meeting Date and Time	Proxy Form Submission Closing Date and Time
Thursday, 15 December 2022 at 10:00 a.m.	Tuesday, 13 December 2022 at 10:00 a.m.

- Log in to <https://sshsb.net.my/> with your registered email and password
- Look for **Hektar Real Estate Investment Trust** under Company Name and **EGM on 15 December 2022 at 10:00 a.m. – Submission of Proxy Form** under Corporate Exercise / Event and click ">" to submit your proxy forms online for the meeting by the submission closing date and time above.

- Step 1 Check if you are submitting the proxy form as –
- Individual unitholder
  - Corporate or authorised representative of a body corporate  
*For body corporates, the appointed corporate / authorised representative is to upload the evidence of authority (e.g. Certificate of Appointment of Corporate Representative, Power of Attorney, letter of authority or other documents proving authority). All documents that are not in English or Bahasa Malaysia have to be accompanied by a certified translation in English in 1 file. The original evidence of authority and translation thereof, if required, have to be submitted to SS E Solutions Sdn. Bhd. at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan for verification before the proxy form submission closing date and time above.*
- Step 2 Enter your CDS account number or the body corporate’s CDS account number. Then enter the information of your proxy(ies) and the proportion of your securities to be represented by your proxy(ies).  
**You are strongly encouraged to appoint the Chairman of the meeting as your proxy where you are not able to participate remotely.**
- Step 3 Proceed to indicate how your votes are to be casted against each resolution.
- Step 4 Review and confirm your proxy form details before submission.
- A copy of your submitted e-Proxy Form can be accessed via **My Records** (refer to the left navigation panel).
  - You need to submit your e-Proxy Form for **every CDS account(s)** you have or represent.

### PROXIES

**All appointed proxies need not register for remote participation under (B) above but if they are not registered Users of the e-Portal, they will need to register as Users of the e-Portal under (A) above by 11 DECEMBER 2022. PLEASE NOTIFY YOUR PROXY(IES) ACCORDINGLY.** Upon processing the proxy forms, we will grant the proxy access to remote participation at the meeting to which he/she is appointed for instead of the unitholder, provided the proxy must be a registered user of the e-Portal, failing which, the proxy will not be able to participate at the meeting as the meeting will be conducted on a virtual basis.

### ON THE DAY OF THE MEETING

Log in to <https://sshsb.net.my/> with your registered email and password

#### (D) Join the Live Stream Meeting (eLive)

Meeting Date and Time	eLive Access Date and Time
Thursday, 15 December 2022 at 10:00 a.m.	Thursday, 15 December 2022 at 9:30 a.m.

➤ Look for **Hektar Real Estate Investment Trust** under Company Name and **EGM on 15 December 2022 at 10:00 a.m. – Live Stream Meeting** under Corporate Exercise / Event and click “>” to join the meeting.

- The access to the live stream meeting will open on the abovementioned date and time.
- If you have any questions to raise, you may use the text box to transmit your question. The Chairman / Board / Management / relevant adviser(s) will endeavour to broadcast your question and their answer during the meeting. Do take note that the quality of the live streaming is dependent on the stability of the internet connection at the location of the user.

#### (E) Vote Online Remotely during the Meeting (eVoting)

Meeting Date and Time	eVoting Access Date and Time
Thursday, 15 December 2022 at 10:00 a.m.	Thursday, 15 December 2022 at 10:00 a.m.

- If you are already accessing the Live Stream Meeting, click **Proceed to Vote** under the live stream player.  
OR
- If are not accessing from the Live Stream Meeting and have just logged in to the e-Portal, look for **Hektar Real Estate Investment Trust** under Company Name and **EGM on 15 December 2022 at 10:00 a.m. – Remote Voting** under Corporate Exercise / Event and click “>” to remotely cast and submit the votes online for the resolutions tabled at the meeting.

Step 1 Cast your votes by clicking on the radio buttons against each resolution.

Step 2 Review your casted votes and confirm and submit the votes.

- The access to eVoting will open on the abovementioned date and time.
- Your votes casted will apply throughout all the CDS accounts you represent as an individual unitholder, corporate / authorised representative and proxy. Where you are attending as a proxy, and the unitholder who appointed you has indicated how the votes are to be casted, we will take the unitholder's indicated votes in the proxy form.
- The access to eVoting will close as directed by the Chairman of the meeting.
- A copy of your submitted e-Voting can be accessed via **My Records** (refer to the left navigation panel).