



GRAND HOOVER BERHAD

Registration No. 197101000134 (10493-P)

Dear Valued Shareholders,

It is our pleasure to invite you to the Forty-ninth Annual General Meeting ("AGM") of the Company, which will be held as follows -

Date & Time

24 December 2020 (Thursday)
at 9.30 a.m.

Venue

Danau Room, Kota Permai Golf & Country Club, No. 1, Jalan 31/100A,
Kota Kemuning, Section 31, 40460 Shah Alam, Selangor Darul Ehsan.

The following documents of the Company are available at our website www.hoover.com.my under the Investor Relations Section : -

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| 1. Annual Report 2020 | 4. Request Form |
| 2. Corporate Governance Report 2020 | 5. Administrative Guide |
| 3. Notice of the Forty-ninth AGM and Proxy Form | |



Grand Hoover Berhad
Annual Report 2020

You may request for a printed copy of the document (No. 1 above) by completing the Request Form enclosed.

Administrative Guide for the Forty-ninth AGM

1. Coronavirus Disease 2019 (COVID-19) Pandemic

- The World Health Organisation (WHO) has on 11 March 2020 declared COVID-19 outbreak as a global pandemic.
- The Malaysia Government's Movement Control Order has come into force on 18 March 2020 and also the Recovery Movement Control Order has taken effect from 10 June 2020 to 31 August 2020 and has continued until 31 December 2020 pursuant to the Prevention and Control of Infectious Diseases Act 1988 in order to contain the spread of COVID-19 subject to further announcement from time to time by the Government. On 12 October 2020, the Government announced the Conditional Movement Control Order (CMCO) in Selangor, Kuala Lumpur and Putrajaya from 14 October 2020 to 27 October 2020.
- In view of the COVID-19 outbreak and the safety of shareholders is the Company's priority, the Company has taken precautions below to ensure the safety of attendees at the AGM.
- We encourage shareholders to appoint the Chairman of the Meeting as your proxy to attend and vote on your behalf at the Forty-ninth AGM as voting is by poll. You may submit your proxy form with pre-determined voting instructions for the Chairman to vote on behalf.
- If you would like to raise any questions in relation to the Ordinary Resolutions set out in the Notice of the Forty-ninth AGM dated 30 October 2020, you may email your questions to cjkan@tacscsco.com.my by 17 December 2020 and the Company would attend to your questions soonest possible via email.
- As a precautionary measure to contain the spread of the COVID-19 and to accommodate the venue's limited space, the Company reserves the right to limit the total number of physical attendees in the meeting to a small number of persons. Therefore, the entrance to the meeting venue is based on first-come-first-serve basis.
- Shareholder/Proxy who is feeling unwell or under quarantine order/stay-at-home notice, please refrain from attending the AGM in person.
- Shareholder/Proxy who has been in physical contact with person infected with COVID-19 is advised to refrain from attending the AGM in person.

2. No Door Gift

There will be no door gift provided for the AGM.

3. Registration

Registration will start at 9:00 a.m. on Thursday, 24 December 2020.

4. Updates on AGM Arrangement

Shareholders are reminded to monitor the Company's website and announcements in Bursa Malaysia's website from time to time for any changes to the AGM arrangement.

Should you require any assistance, kindly contact our Share Registrar, Tacs Corporate Services Sdn Bhd at 03-7118 2688.

We thank you for your continued support to the Company.

Yours faithfully,

Tuan Hj. Basar bin Juraimi

Independent Non-Executive Chairman
Kota Kemuning, Shah Alam

Date : 30 October 2020

Go Green. Print Responsibly.