

## Al khaleej Investment General Assembly Meeting Attendance through E-Participation without Personal Attendance

- Further to the announcement to delay of annual General Assembly held on 03/18/2020 due to none of quorum, the second meeting shall be held on March 26/2020 remotely without physical attendance of shareholders.
- **Day and date of Meeting:** On Thursday, March 26, 2020
- **Place of the meeting:** Al Khaleej Investment Company Head office, in Ras Al-Khaimah Emirate - Al-Nakheel Area - Al-Montaser Street - Al Khaleej Investment Building - First Floor - Office 1.
- **Meeting Starting time:** 10:30 AM
- As per SCA new guidelines and in response to exceptional circumstances, Shareholder of Al khaleej investment p.s.c has to register electronically to be able to attend and vote on the items of the General Assembly. Registration will be opened on **03:00 PM, Wednesday 25-03-2020** and will be closed on **10:30 AM, Thursday 26-03-2020**
- For electronic registration, kindly click on the link: [www.smartagm.ae](http://www.smartagm.ae)
- Any proxies holder to send us the proxies + supporting documents by email to email ID [IS@bankfab.com](mailto:IS@bankfab.com) and mention mobile number, so we can do the verification and send user name/password for registration.
- For any inquiry, please contact Investor Relations Department.

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- Attached

- 1- Registration Instructions to Attend the Annual General Assembly Meeting Remotely
- 2- Online AGM attendance and E-Voting User Guide



# إرشادات التسجيل لحضور اجتماع الجمعية العمومية عن بعد

Registration Instructions to Attend the Annual General Assembly Meeting Remotely

تنظيم الجمعية العمومية عن بعد يمنحك الفرصة لحضور الجمعية والمشاركة باستخدام هاتفك الذكي أو جهازك اللوحي أو الكمبيوتر. كما يمكنك متابعة البث الحي والمباشر لمجريات اجتماع الجمعية العمومية وطرح الاسئلة والتصويت بشكل فوري ومباشر

Virtual Annual General Assembly gives you the opportunity to attend the AGM remotely, participate and vote in real-time, using your smartphone, tablet or computer.

## إرشادات التسجيل لحضور الجمعية العمومية عن بعد To register for the Annual Meeting Remotely

سيتم فتح باب التسجيل لحضور الجمعية العمومية عن بعد قبل ٢٤ ساعة من موعد اجتماع الجمعية العمومية  
The registration will be ONLY activated 24 hours prior to the Annual General Assembly.

1

للتسجيل يرجى زيارة بوابة الجمعية العمومية الذكية على الرابط أدناه  
Visit the Smart AGM Portal at: [www.smartagm.ae](http://www.smartagm.ae)

2

بعد التأكد من صحة بياناتك سيتم ارسال رمز الاجتماع التعريفي اضافة الى اسم المستخدم وكلمة السر الخاصة بك عن طريق البريد الالكتروني ورقم الهاتف المتحرك المذكوران في طلب التسجيل قبل يوم واحد من موعد انعقاد الجمعية العمومية

3

Once the application gets approved a confirmation email will be sent to you including the meeting ID, Username and Password to the email and mobile number provided in the application form one day before the date of the Annual General Meeting.

سيتم تزويدك بدليل المستخدم لحضور الجمعية العمومية عن بعد

4

You will also be provided with a user guide to attend the General Assembly remotely.

هذه الخدمة متاحة فقط للمساهمين، وفي حالة الرغبة بتفويض وكيل للحضور نيابة عنك يرجى تحميل نموذج التوكيل او التواصل مع الشركة للحصول على نموذج التوكيل وتقديمه

This service is available to the shareholders only, if you wish to authorize a proxy to attend on your behalf, please download the proxy form, or contact the company to obtain and submit the proxy form.

# Online AGM User Guide 2020

## Attending the AGM electronically

Virtual Annual General Assembly gives you the opportunity to attend the AGM remotely, participate and vote in real-time, using your smartphone, tablet or computer, and you will need to either:

- Download the Lumi AGM app from the Apple App or Google Play Stores by searching for Lumi AGM.
- Visit <https://web.lumiagm.com> on your smartphone, tablet or computer. You will need the latest versions of Chrome, Safari, Internet Explorer 11, Edge and Firefox. Please ensure your browser is compatible.



**Meeting ID: xxx-xxx-xxx**

**To login you must have your Username and password**

**Your password shall be sent to the mobile number provided in the registration form.**



## Using the AGM online facility

**1**

### ACCESS

Once you have either downloaded the Lumi AGM app or entered [web.lumiagm.com](http://web.lumiagm.com) into your web browser, you'll be prompted to enter the Meeting ID.

You will then be required to enter your:

- Username; and
- Password.

➤ To register as a shareholder, select 'I have a login' and enter your username and password.


➤ If you are a visitor, select 'I am a guest'  
As a guest, you will be prompted to complete all the relevant fields including; title, first name, last name and email address.

! *Please note, visitors will not be able to ask questions or vote at the meeting.*



**2**

### NAVIGATION

When successfully authenticated, the info screen  will be displayed. Your name and number of shares will be displayed

You can view company information, ask questions and watch the webcast.

If you would like to watch the webcast press the broadcast icon  at the bottom of the screen.

If viewing on a computer the webcast will appear at the side automatically once the meeting has started



# Online AGM User Guide 2020

## 3


### VOTING

- When a poll is open, the agenda item will be displayed (pushed) to your screen along with the voting options
- To vote, simply select your voting direction from the options shown on screen. When selected, your choice will be highlighted, and your vote is captured in real time. A confirmation message will appear to show your vote has been received. **For - Vote received**
- To change your vote, simply select another direction. If you wish to cancel your vote, please press Cancel
- At the close of a poll, The result will appear on the screen



## 4

### QUESTIONS

- Any shareholder or appointed proxy attending the meeting is eligible to ask questions.
- If you would like to ask a question, select the messaging icon 
- Messages can be submitted at any time during the Q&A session up until the Chairman closes the session.
- Type your message within the chat box at the bottom of the messaging screen.
- Once you are happy with your message click the send button. Questions sent online platform will be moderated before being sent to the chairman. This is to avoid repetition and remove any inappropriate language.



## 5

### DOWNLOADS

- Links are present on the info screen. When you click on a link, the selected document will open in your browser.
- Data usage for streaming the annual shareholders' meeting or downloading documents via the AGM platform varies depending on individual use, the specific device being used for streaming or download (Android, iPhone, etc) and the network connection (3G, 4G).

