



**Majlis Peguam
Bar Council Malaysia**

www.malaysianbar.org.my

Wisma Badan Peguam Malaysia
2 Leboh Pasar Besar
50050 Kuala Lumpur, Malaysia
Tel : +603-2050 2050
Fax : +603-2050 2019
Email : council@malaysianbar.org.my

On the day of the EGM, please access the Malaysian Bar EGM portal [here](#) and sign in.

**Circular No 384/2021
Dated 24 Sept 2021**

To Members of the Malaysian Bar and pupils in chambers

How-To Guide | EGM of the Malaysian Bar (25 Sept 2021)

You would have heard by now that the Extraordinary General Meeting of the Malaysian Bar (“EGM”) will be **held online** on **25 Sept 2021 (Saturday)** at **10:00 am** and **conducted virtually** through live streaming and online remote voting via a Remote Participation and Voting (“RPV”) platform provided by Azeus Convene.

In connection with this, we have issued a variety of materials relating to the EGM, including the Notice of EGM, Agenda and Motions, and various Frequently-Asked-Questions (“FAQ”), all of which are available [here](#).

In addition, we have prepared a “How-To Guide” on the features of the RPV platform. It contains instructions regarding queuing to speak, raising a point of order and casting a vote. We hope that this is helpful to Members when using the platform.

Please click [here](#) to view the guide (see page 2 onwards). The document is also available [here](#).

We look forward to seeing you at the EGM.

Thank you.

**Shahareen Begum
Secretary
Malaysian Bar**

How-To Guide

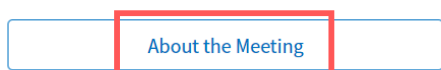
✓ Download Documents Related To The EGM

Where can I find general information and documents related to the EGM?

At the Malaysian Bar EGM portal, click the “**About the Meeting**” button to view general information and download documents related to the EGM.

About the Meeting

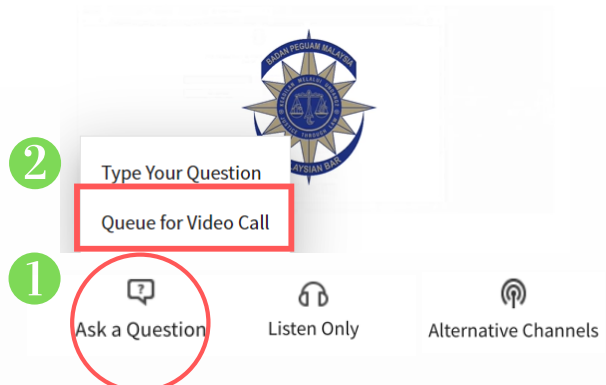
General information and documents relating to the EGM.



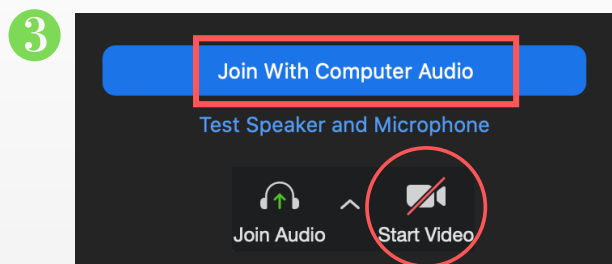
✓ Queue for Video Call

How do I speak during the various stages of the EGM?

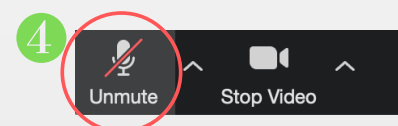
At the Malaysian Bar EGM portal, click the “**Ask a Question**” button, select the “**Queue for Video Call**” option.



Upon receiving your request and if you are called, you will be prompted on your device to join via video call. Please click the “**Join With Computer Audio**” and “**Start Video**” button.



Click the “**Unmute**” button to speak. You are required to remain in the call until the call has ended.

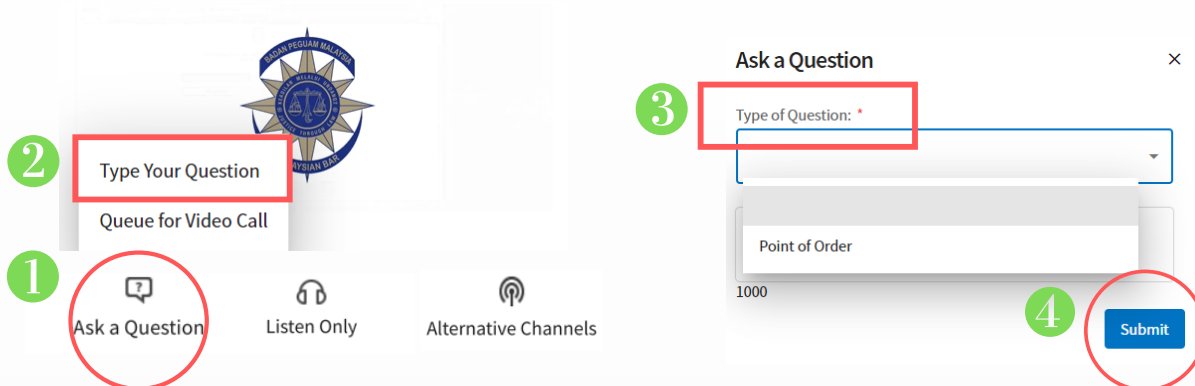


How-To Guide

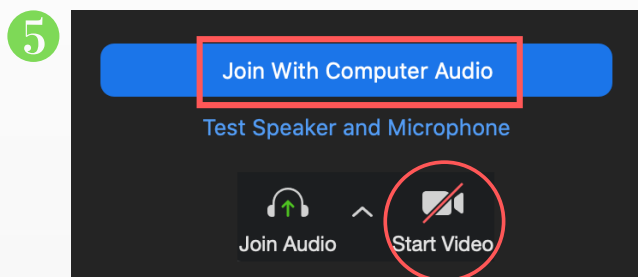
✓ Raise a Point of Order

How can I raise a Point of Order?

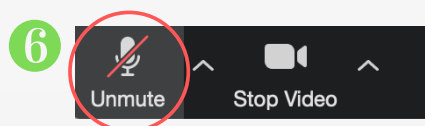
At the Malaysian Bar EGM portal, click the “Ask a Question” button, and select the “Type Your Question” option. Choose the “Point of Order” option from the drop-down list and enter your comment in the text box. Then, click the “Submit” button.



Upon receiving your submission and if you are called, you will be prompted on your device to join via video call. Please click the “Join With Computer Audio” and “Start Video” button.



Click the “Unmute” button to speak. You are required to remain in the call until the call has ended.



Please note that we will only respond to you if the issue that you are raising is indeed a Point of Order.

How-To Guide

✓ Cast a Vote

How can I cast a vote?

You will be informed by the Chairman when the Malaysian Bar EGM portal is ready for you to cast your vote. Please exit the “full-screen” video mode, you should now see the function to vote on your screen.

In the voting panel, click the “Next” button to view the current motion to be voted on. If you are not able to see the voting function, please refresh your browser.

If you are still unable to cast your vote, please click the “Contact Support” button on your screen and call the number listed or live chat with the technical team.

