VIRTUAL SHAREHOLDERS USER GUIDE
ANNUAL GENERAL MEETING FOR 26 APRIL
2022

THE ADAPT IT AGM PLATFORM

ATTENDING THE ANNUAL GENERAL MEETING (AGM) ELECTRONICALLY

The AGM will be conducted virtually, giving you the opportunity to attend the AGM and participate online, using your smartphone, tablet or computer. If you choose to participate online you will be able to view a live webcast of the meeting, ask the Board questions and submit your votes in real time.

To access the platform, you will need to:

1. Register prior to the meeting as this is necessary in order to participate in the meeting. Shareholders or their duly appointed proxy/ies must either register online at www.smartagm.co.za; or apply to the company, by emailing their registration request to zuretha.steyl@adaptit.com, to be received by no later than **15:00 (GMT+02:00) on Friday, 22 April 2022**.

2. Each shareholder or their duly appointed proxy/ies will be given unique login details.

3. Visit https://web.lumiagm.com on your smartphone, tablet or computer. You will need the latest versions of Chrome, Safari, Internet Explorer 11, Edge or Firefox. Please ensure your browser is compatible.

Meeting ID: 186-079-494

To login you must have your Username and Password.
You will be able to log into the site from **15:00 (GMT+02:00) on Tuesday, 26 April 2022**

USING THE ADAPT IT AGM FACILITY

Access

Once you have entered **web.lumiagm.com** into your web browser, you'll be prompted to enter the **Meeting ID**.

To login as a Shareholder, select **'I am a Shareholder'**.

You will then be required to enter your:
a. Username; and
b. Password

Navigation

When successfully authenticated, the info screen [i] will be displayed. You can view company information, ask questions, view relevant documents and watch the webcast. If you would like to watch the webcast on smaller devices select the broadcast icon [📡] at the bottom of the screen in the broadcast band.

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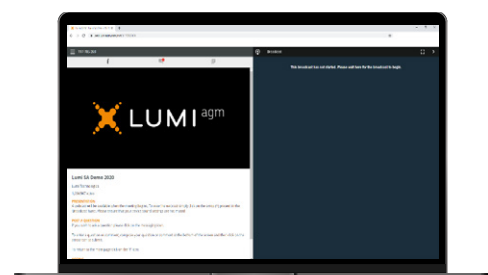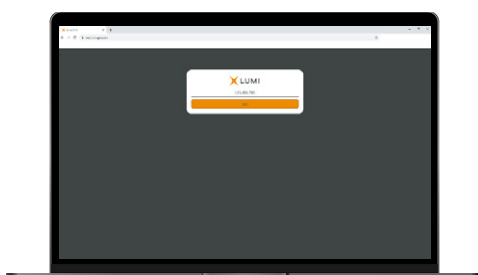
Voting

Once the voting has opened, the polling icon will appear on the navigation bar at the top of the screen. From here, the resolutions or motions and voting choices will be displayed.

To vote, simply select your voting direction from the options shown on screen. A confirmation message will appear to show your vote has been received. **For - Vote Recieved**

If you wish to change your mind, simply select an alternate choice while the voting is open or select cancel if you wish to cancel your vote.

Once opened, voting can be performed at anytime during the meeting until the Chairman closes the voting on the resolutions. At that point your last choice will be submitted.

You will still be able to send messages and view the webcast whilst voting is open.
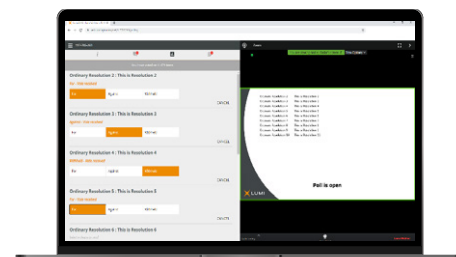
Questions

Any shareholder or appointed proxy attending the meeting is eligible to ask questions.

To ask a question, select the messaging icon at the top of the screen.

Type your message within the chat box at the bottom of the messaging screen and then press send.