

## Administrative Notes for the Extraordinary General Meeting

Day & Date : Monday, 24 March 2025  
Time : 10.30 a.m.  
Mode of Meeting : Hybrid  
Main Venue : President Ballroom, Level G, M Resort & Hotel, Jalan Damansara, Bukit Kiara, 60000 Kuala Lumpur, Malaysia  
GPS Coordinates & Position : 3.1300010841528661, 101.6446335841361. A location map of the hotel is on page 5  
Online Platform : TIIH Online website at <https://tiih.online> with Remote Participation and Voting (“RPV”) facilities

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### MODE OF EXTRAORDINARY GENERAL MEETING (“EGM”)

- 1) The EGM will be held on a hybrid mode. Shareholders and proxies will have an option either:-
  - a) To attend physically in person at the Main Venue; or
  - b) To attend virtually using the Remote Participation and Voting (RPV) facilities which are available on the TIIH Online platform at <https://tiih.online>.
- 2) Shareholders and proxies will have to pre-register their attendance to the EGM either physically or remotely by using the Remote Participation and Voting Facilities (“RPV”) according to the procedures as set out in this Administrative Notes.
- 3) Shareholders and proxies who wish to attend the EGM must register as a user with our Share Registrar, Tricor Investor & Issuing House Services Sdn Bhd (“Tricor”)’s TIIH Online website at <https://tiih.online> first and then pre-register their attendance on TIIH Online to verify their eligibility to attend the EGM based on the General Meeting Record of Depositors as at 17 March 2025 and to confirm their mode of attendance, either Physical Attendance or Virtual Attendance.
- 4) The pre-registration is open from the date of the Notice of EGM on Friday, 7 March 2025 and the closing date and time shall be:
  - a) On Sunday, 23 March 2025 at 10.30 a.m. for physical attendance at the Main Venue; or
  - b) On Monday, 24 March 2025 until such time before the voting session ends at the EGM for virtual attendance using the RPV facilities.
- 5) Shareholders and proxies may raise questions before the EGM to the Chairman or Board of Directors via TIIH Online website at <https://tiih.online>, by selecting ‘e-Services’ to login and submit the questions electronically not later than Sunday, 23 March 2025 at 10.30 a.m. The Chairman or Board of Directors will endeavour to address the questions received at the EGM.
- 6) During the EGM, Members who are physically present at the Main Venue will be able to ask questions in person. Members who attend virtually using the RPV facilities may also pose questions via real time submission of typed text at the EGM via Tricor’s TIIH Online website at <https://tiih.online>, by selecting ‘e-Services’ to login and submit the questions electronically.

### PRE-REGISTRATION TO ATTEND THE EGM

You are invited to attend the EGM to exercise your right to attend, participate and vote at the EGM by Physical Attendance or Virtual Attendance. As such, you are required to take the following steps to pre-register yourselves in order to participate at the EGM. To do so, you must take the following steps at TIIH Online:

- (a) Register as a user with TIIH Online
  - (i) Access the TIIH Online website at <https://tiih.online>
  - (ii) Under “e-Services”, select the **Sign Up** button followed by “**Create Account by Individual Holder**”. Refer to the tutorial guide posted on the homepage for assistance.
  - (iii) Registration as a user will be approved within one (1) working day and you will be notified via e-mail.
- (b) Register your attendance for the EGM

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- (i) All shareholder(s), proxy(ies), corporate representative(s) and attorney(s) are **required to pre-register** their attendance for the EGM for verification of their eligibility to attend the EGM based on the General Meeting Record of Depositors as at 17 March 2025 and to confirm their mode of attendance i.e. either **Physical Attendance** or **Virtual Attendance**. This is to ensure that the Company is able to make the necessary preparations for the EGM particularly at the Main Venue.
- (ii) The pre-registration is open from the date of the Notice of EGM on 7 March 2025.
- (iii) The closing date and time for the pre-registration shall be as follows:
- Physical Attendance : at 10:30 a.m. on Sunday, 23 March 2025
- Virtual Attendance : such time before the voting session ends at the EGM on Monday, 24 March 2025
- (iv) Pre-registration and attendance for shareholder(s) as follows:-

	Physical Attendance	Virtual Attendance using RPV
<b>Before Meeting Day</b>	<ul style="list-style-type: none"> <li>Go to <a href="https://tjih.online">https://tjih.online</a></li> <li>Login in with your user ID (e-mail address) and password and select the corporate event: <b>(REGISTRATION) AXIATA EGM 2025</b></li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select <b>"Register for Physical Attendance at Meeting Venue"</b>.</li> <li>Review your registration information and proceed to submit your pre-registration.</li> <li>TIIH Online will send an e-mail to notify that your pre-registration for physical attendance is received and will be verified.</li> <li>Upon system verification against the General Meeting Record of Depositors as at 17 March 2025, TIIH Online will send an e-mail on or after 23 March 2025 to confirm your <b>physical attendance</b> at the Main Venue.</li> <li>In the event your registration is not approved, you will be notified via e-mail.</li> </ul> <p>PLEASE NOTE:-</p> <p>Should you no longer wish to attend the EGM physically, kindly inform <a href="mailto:is.enquiry@vistra.com">is.enquiry@vistra.com</a> to switch your registration from physical attendance to Virtual Attendance using RPV instead.</p>	<ul style="list-style-type: none"> <li>Go to <a href="https://tjih.online">https://tjih.online</a></li> <li>Login in with your user ID (e-mail address) and password and select the corporate event: <b>(REGISTRATION) AXIATA EGM 2025</b></li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select <b>"Register for Remote Participation and Voting"</b>.</li> <li>Review your registration information and proceed to submit your pre-registration.</li> <li>TIIH Online will send an e-mail to notify that your pre-registration for remote participation via RPV is received and will be verified.</li> <li>Upon system verification against the General Meeting Record of Depositors as at 17 March 2025, TIIH Online will send an e-mail on or after 23 March 2025 to confirm your <b>remote participation via RPV</b>.</li> <li>In the event your registration is not approved, you will be notified via e-mail.</li> </ul> <p>PLEASE NOTE:-</p> <p>Should you decide to attend physically after successful registration, kindly inform <a href="mailto:is.enquiry@vistra.com">is.enquiry@vistra.com</a> to switch your registration from Virtual Attendance using RPV to physical attendance before the cut-off date at 10:30 a.m. on 23 March 2025.</p>
<b>On Meeting Day</b>	Please produce your original MyKad/Passport (for foreigners) for verification purpose at the verification counters on EGM day. Kindly note that your entry into the Main Venue shall only be allowed subject to verification of your pre-registration of attendance as per above.	Please refer to <b>Procedures for RPV</b> on pages 4 and 5

### PARKING

Upon your arrival at the M Hotel & Resort parking area, please park your vehicle at either the open parking area which is available on first-come first-served basis or to the multilevel parking complex. Your car plate number will be captured by the Hotel's parking management system upon your entry and no physical parking ticket will be issued. A QR code will be provided at the Registration tables for you to scan and enter your car plate number for purposes of recognition of vehicles for waiver of car park charges. Parking charges will be absorbed by Axiata and no payment is required from shareholders or proxies attending the EGM as identified vehicle car plates will be able to exit the car park when recognised by the Hotel's parking management system.

## Administrative Notes for the Extraordinary General Meeting

### PHYSICAL ATTENDANCE

1. Verification of attendance will start at 8.30 a.m. at the foyer of the meeting hall and will end at the time directed by the Chairman. There will be signages to the verification area and you will have to queue for verification.
2. Please produce your original MyKad/Passport (for foreigners) at the verification counter for verification. Please make sure your MyKad/Passport is returned to you thereafter.
3. Upon verification, you are required to write your name and sign the Attendance List placed on the registration counter.
4. You will be given i) an identification wristband with personalised passcode and ii) a food redemption coupon. You are only allowed to enter the meeting hall if you are wearing the identification wristband. There will be no replacement in the event you lose or misplace any one of the aforesaid items i) and ii).
5. If you are attending the EGM as shareholder as well as proxy, you will be registered only once and will be given items 4(i) and 4(ii) above once.
6. No individual will be allowed to register on behalf of another individual even with the original MyKad/passport of that other individual.
7. The verification counter will handle only verification of identity and registration.
8. After verification, please vacate the registration area immediately.

### HELP DESK

1. Please proceed to the Help Desk located in the foyer of the meeting hall for any clarification or queries.
2. The Help Desk will also handle revocation of proxy's appointment.

### FOOD AND BEVERAGE

1. With the food redemption coupon, please proceed to collect your refreshment in the refreshment area as indicated by signages.
2. Coffee and tea will be served in the refreshment area before the commencement of the EGM. Free flow of plain water will be provided at the foyer of the meeting hall throughout the EGM.

### DOOR GIFT

In line with the Company's no gift policy there will be NO distribution of door gift. The food redemption coupons are distributed for purposes of light refreshments for attendees attending the EGM physically at the Main Venue.

### ENTITLEMENTS TO ATTEND, SPEAK AND VOTE

Only a Member registered in the Register of Members/Record of Depositors and whose name appears in the Register of Members/ Record of Depositors as at 17 March 2025 shall be entitled to attend, speak and vote at the EGM or appoint proxies to attend, speak and vote on his/her behalf in respect of the number of shares registered in his/her name at that time.

### PROXY

- 1) If you are a Member of the Company, you are entitled to appoint not more than two (2) proxies to exercise all or any of your rights to attend and vote at the EGM. If you are unable to attend the EGM and wish to appoint a proxy to attend and vote on your behalf, please submit your Proxy Form in accordance with the notes and instructions printed therein.

## Administrative Notes for the Extraordinary General Meeting

- 2) If you wish to attend the EGM yourself, please do not submit any Proxy Form. You will not be allowed to attend the EGM together with a proxy appointed by you.
- 3) If you have submitted your Proxy Form prior to the EGM and subsequently decided to attend the EGM yourself, please contact our Share Registrar to revoke the appointment of your proxy before Sunday, 23 March 2025 at 10.30 a.m. You may submit your proxy form to our Share Registrar, Tricor Investor & Issuing House Services Sdn Bhd (“Tricor”) at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively to be deposited in the drop box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia not later than Sunday, 23 March 2025 at 10.30 a.m. Otherwise the Proxy Form shall not be treated as valid. The proxy appointment may also be lodged electronically via Tricor’s TIIH Online website at <https://tjih.online> not later than Sunday, 23 March 2025 at 10.30 a.m. Please do read and follow the procedures below to submit proxy forms electronically.

### CORPORATE MEMBER

Any corporate member who wishes to appoint a representative instead of a proxy to attend the EGM should submit the original certificate of appointment under the seal of the corporation to the office of the Share Registrar not later than Sunday, 23 March 2025 at 10.30 a.m.

### POLL VOTING

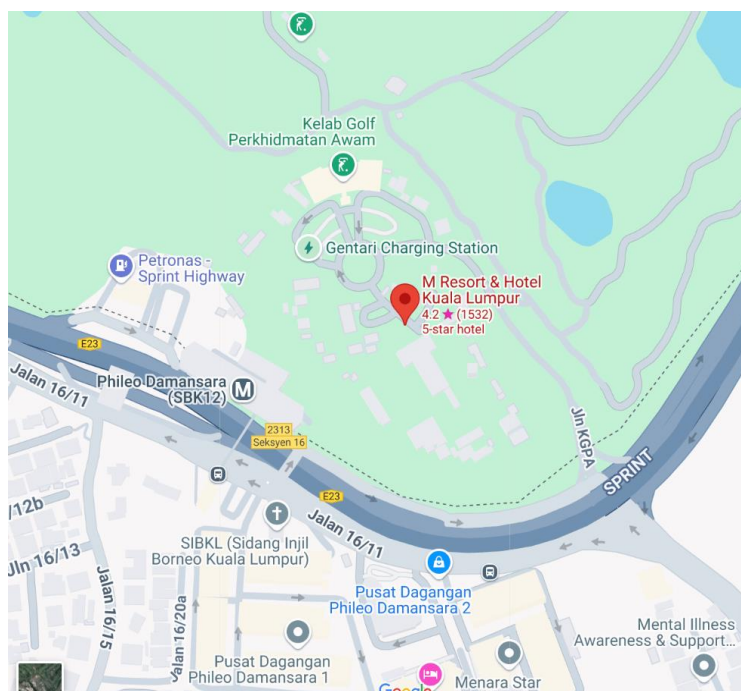
- 1) The voting of the EGM will be conducted on a poll in accordance with Paragraph 8.29A of the Main Market Listing Requirement.
- 2) All shareholders and proxies attending the EGM physically at the Main Venue or participating virtually using the RPV facilities will exercise their rights to vote via online remote voting from TIIH Online website at <https://tjih.online>.

As such, all shareholders and proxies attending the EGM physically at the Main Venue is advised to bring their **own personal devices** in order to vote via TIIH Online website at <https://tjih.online>. Please refer to “PROCEDURES FOR RPV - ON THE DAY OF THE EGM” section below on steps for online remote voting.

- 3) The Company has appointed Tricor Investor & Issuing House Services Sdn Bhd as Poll Administrator to conduct the poll by way of online remote voting. During the meeting, the Chairman will invite the Poll Administrator to brief you on the online remote voting process. The online remote voting session will commence from the start of the meeting at 10.30 a.m. on 24 March 2025 until such time when the Chairman announces the end of the voting session. This is in line with the SC’s Guidance which provides that Members shall be allowed to cast their votes remotely and contemporaneously (live) during the proceeding of the general meeting.
- 4) The Company have appointed Deloitte Business Advisory Sdn Bhd as Scrutineers to verify the poll results. Upon completion of the voting session for the EGM, the Scrutineers will verify and announce the poll results followed by the Chairman’s declaration whether the resolutions are duly passed.

## Administrative Notes for the Extraordinary General Meeting

### MAP OF M RESORT & HOTEL KUALA LUMPUR



#### HOW TO GET THERE

##### By Train

Kuala Lumpur Sentral  
Phileo Damansara Mass Rapid Train Station (MRT)

##### By Bus

Terminal Bersepadu Selatan  
Kuala Lumpur Sentral

#### REMOTE PARTICIPATION AND VOTING FACILITIES (“RPV”)

Shareholders who chose to attend the EGM virtually using RPV facilities, you have the rights to participate and exercise your rights to speak (including posing questions to the Board via real time submission of typed texts) and vote (collectively, “participate”) remotely at the EGM using the RPV provided by Tricor via its TIIH Online website at <https://tiih.online>.

A shareholder who has appointed a proxy or authorised representative to attend, participate, speak and vote at the EGM via the RPV must request his/her proxy/authorised representative to register himself/herself for the RPV at TIIH Online website at <https://tiih.online>.

#### PROCEDURES FOR RPV

The procedures for the RPV are summarised below:

	Procedure	Action
<b>BEFORE THE EGM DAY</b>		
(a)	Register as a user with TIIH Online	<ul style="list-style-type: none"> <li>Using your computer and access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under the “e-Services Login” and select “<b>Create Account by Individual Holder</b>”. Refer to the tutorial guide posted on the homepage for assistance.</li> <li>Registration as a user will be approved within one (1) working day and you will be notified via email.</li> <li>If you are already a user with TIIH Online, you are not required to register again. You will receive an email to notify you that the remote participation is available for registration at TIIH Online.</li> </ul>
<b>ON THE DAY OF THE EGM</b>		

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(b)	Login to TIIH Online	<ul style="list-style-type: none"> <li>Login with your user ID and password for remote participation at the EGM at any time from 9:30 a.m. i.e. 1 hour before the commencement of the EGM on <b>Monday, 24 March 2025 at 10:30 a.m.</b></li> </ul>
(c)	Participate through Live Streaming	<ul style="list-style-type: none"> <li>Select the corporate event: “<b>(LIVE STREAM MEETING) AXIATA EGM 2025</b>” to engage in the proceedings of the EGM remotely.</li> <li>If you have any question for the Chairman/Board, you may use the query box to transmit your question. The Chairman/Board will endeavour to respond to questions submitted by remote participants during the EGM. If there is time constraint, the responses will be emailed to you at the earliest possible, after the meeting.</li> </ul>
(d)	Online Remote Voting	<ul style="list-style-type: none"> <li>Voting session commences <b>from 10.30 a.m. on Monday, 24 March 2025</b> until a time when the Chairman announces the completion of the voting session of the EGM.</li> <li>Select the corporate event: “<b>(REMOTE VOTING) AXIATA EGM 2025</b>” or if you are on the live stream meeting page, you can select “<b>GO TO REMOTE VOTING PAGE</b>” button below the Query Box.</li> <li>Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>Select the CDS account that represents your shareholdings.</li> <li>Indicate your votes for the resolution that are tabled for voting.</li> <li>Confirm and submit your vote.</li> </ul>
(e)	End of remote participation	<ul style="list-style-type: none"> <li>Upon the announcement by the Chairman on the conclusion of the EGM, the live streaming will end.</li> </ul>

### Note to users of the RPV facilities:

- Should your registration for the RPV be approved, we will make available to you the rights to join the live streamed meeting and to vote remotely. Your login to TIIH Online on the day of meeting will indicate your presence at the virtual meeting.
- The quality of your connection to the live broadcast is dependent on the bandwidth and stability of the internet connection at your location and the device you use. You must ensure you are connected to the internet at all times in order to attend, participate, speak and vote when the EGM has commenced. Therefore, it is your responsibility to ensure that the connectivity for the duration of the meeting is maintained.
- In the event you encounter any issue with logging-in, connection to the live streamed meeting or online voting, kindly call TricorHelp Line at +6011-40805616 / +6011-40803168 / +6011-40803169 / +6011-40803170 for assistance or email to [tiih.online@vistra.com](mailto:tiih.online@vistra.com) for assistance.

### ELECTRONIC LODGEMENT OF PROXY FORM

All shareholders can have the option to submit proxy forms electronically via **TIIH Online** website and the steps to submit are summarised below:

	Procedure	Action
<b>STEPS FOR INDIVIDUAL SHAREHOLDER</b>		
(a)	Register as a User with TIIH Online	<ul style="list-style-type: none"> <li>Using your computer, please access the website at <a href="https://tiih.online">https://tiih.online</a>. Register as a user under “e-Services”. Please refer to the tutorial guide posted on the homepage for assistance.</li> <li>If you are already a user with TIIH Online, you are not required to register again.</li> </ul>

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(b)	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> <li>• After the release of the Notice of EGM by the Company, login with your user ID (i.e. email address) and password.</li> <li>• Select the corporate event: “AXIATA EGM 2025 - SUBMISSION OF PROXY FORM”.</li> <li>• Read and agree to the Terms &amp; Conditions and confirm the Declaration.</li> <li>• Insert your CDS account number and indicate the number of shares for your proxy(ies) to vote on your behalf.</li> <li>• Appoint your proxy(ies) and insert the required details of your proxy(ies) or appoint Chairman as your proxy.</li> <li>• Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote.</li> <li>• Review and confirm your proxy(ies) appointment.</li> <li>• Print proxy form for your record.</li> </ul>
<b>STEPS FOR CORPORATION OR INSTITUTIONAL SHAREHOLDERS</b>		
(c)	Register as a User with TIIH Online	<ul style="list-style-type: none"> <li>• Access TIIH Online at <a href="https://tiih.online">https://tiih.online</a></li> <li>• Under “e-Services”, the authorised or nominated representative of the corporation or institutional shareholder selects “<b>Create Account by Representative of Corporate Holder</b>”.</li> <li>• Complete the registration form and upload the required documents.</li> <li>• Registration will be verified, and you will be notified by email within one (1) to two (2) working days.</li> <li>• Proceed to activate your account with the temporary password given in the email and re-set your own password.</li> <li>• <i>Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact our Share Registrar if you require clarification on the user registration.</i></li> </ul>
(d)	Proceed with submission of Proxy Form	<ul style="list-style-type: none"> <li>• Login to TIIH Online at <a href="https://tiih.online">https://tiih.online</a></li> <li>• Select the corporate exercise name: “AXIATA EGM 2025 - SUBMISSION OF PROXY FORM”.</li> <li>• Agree to the Terms &amp; Conditions and Declaration.</li> <li>• Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein.</li> <li>• Prepare the file for the appointment of proxies by inserting the required data.</li> <li>• Login to TIIH Online, select corporate exercise name: “AXIATA EGM 2025 - SUBMISSION OF PROXY FORM”.</li> <li>• Proceed to upload the duly completed proxy appointment file.</li> <li>• Select “Submit” to complete your submission.</li> <li>• Print the confirmation report of your submission for your record.</li> </ul>

### RECORDING OR PHOTOGRAPHY

Strictly **NO recording or photography** of the proceedings of the EGM is allowed.

## Administrative Notes for the Extraordinary General Meeting

### CIRCULAR TO SHAREHOLDERS AND OTHER DOCUMENTS

- 1) The following documents are available at <https://www.axiata.com/investors/egm>
  - i) Circular to shareholders in relation to the Proposed Merger of PT XL Axiata Tbk and PT Smartfren Telecom Tbk and PT Smart Telecom.
  - ii) Notice of the EGM, Proxy Form and Administrative Notes for the EGM.
- 2) You may request for printed copy of document (i) above at Tricor's TIH Online website at <https://tiah.online> by selecting "Request for Circular" under "Investor Services". Alternatively, you may also make your request for this document by calling our Share Registrar or email as per details provided below.
- 3) Please consider the environment before you decide to print or request for the above documents.

### COMMUNICATION GUIDANCE

Shareholders are reminded to monitor the Company's website and announcements for any changes to the EGM arrangements.

### ENQUIRY

If you have general queries prior to the EGM, please contact the Registrar during office hours i.e. from 8.30 a.m. to 5.30 p.m. (Mondays to Fridays) at the details as below:

Tricor Investor & Issuing House Services Sdn Bhd (197101000970 [11324-H]) Unit 32-01, Level 32, Tower A Vertical Business Suite, Avenue 3, Bangsar South No. 8, Jalan Kerinchi 59200 Kuala Lumpur, Malaysia	Telephone Number	
	General Line Fax Email	+603-2783 9299 +603-2783 9222 <a href="mailto:is.enquiry@vistra.com">is.enquiry@vistra.com</a>
	Ms Mika Tam Email	+603-2783 9280 <a href="mailto:mika.tam@vistra.com">mika.tam@vistra.com</a>