



AIRASIA X BERHAD
(Registration No. 200601014410 (734161-K))
(Incorporated in Malaysia)

EXTRAORDINARY GENERAL MEETING

ADMINISTRATIVE DETAILS

Date : **Friday, 28 February 2025**
Time : **2.00 p.m.**
Broadcast Venue : **RedQ, Jalan Pekeliling 5**
Lapangan Terbang Antarabangsa Kuala Lumpur
64000 KLIA
Selangor Darul Ehsan, Malaysia
Meeting Platform : **<https://tiih.online>**

MODE OF MEETING

The Extraordinary General Meeting (“**EGM**”) of AirAsia X Berhad (“**AirAsia X**” or the “**Company**”) will be held as a virtual meeting via live streaming and online remote voting using the Remote Participation and Voting facilities (“**RPV**”) provided by Tricor Investor & Issuing House Services Sdn Bhd (“**Share Registrar**” or “**TIIH**”) via its TIIH Online website at <https://tiih.online>, from the Broadcast Venue above.

The Broadcast Venue is strictly for the purpose of complying with Section 327(2) of the Companies Act, 2016 which requires the Chairman of the meeting to be present at the main venue of the meeting.

RPV

Members and/or proxy(ies) and/or corporate representative(s) and/or attorney(s) **WILL NOT BE ALLOWED** to be physically present at the Broadcast Venue on the day of the EGM. Members are instead invited and encouraged to attend, participate and vote in the upcoming virtual EGM from the comfort of your home or office.

Members/proxies/corporate representatives/attorneys are to attend, participate (including posing questions to the Board of Directors of the Company (the “**Board**”) via real time submission of typed texts) and vote remotely at the EGM using RPV provided by Tricor Investor & Issuing House Services Sdn. Bhd. (“**Share Registrar**” or “**TIIH**”) via its **TIIH Online** website at <https://tiih.online>.

Members who appoint proxies to attend, participate and vote via RPV in the EGM must ensure that the duly executed Form of Proxy are lodged in a hard copy form at the Registered Office of the Company at RedQ, Jalan Pekeliling 5, Lapangan Terbang Antarabangsa Kuala Lumpur, 64000 KLIA, Selangor Darul Ehsan, Malaysia (“**Registered Office**”) or by electronic lodgement via **TIIH Online** website at <https://tiih.online> not later than **2.00 p.m. on Wednesday, 26 February 2025**. **Faxed copies of the duly executed Form of Proxy are not acceptable.**

Authorised representatives of corporate members must lodge their original or duly certified certificate of appointment of authorised representative at the Registered Office not later than **2.00 p.m. on Wednesday, 26 February 2025** to attend, participate and vote via RPV at the EGM.

The power of attorneys appointing the attorneys must be lodged at the Registered Office not later than **2.00 p.m. on Wednesday, 26 February 2025** to attend, participate and participate via RPV at the EGM.

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

As the EGM of AirAsia X is a virtual meeting, members who are unable to attend, participate and vote in this EGM may appoint the Chairman of the EGM as his/her proxy and indicate their voting instructions in the Form of Proxy.

PROCEDURES FOR REMOTE PARTICIPATION AND VOTING VIA RPV

Members and/or proxy(ies) and/or corporate representative(s) and/or attorney(s) who wish to attend, participate and vote at the EGM remotely using the RPV must follow the requirements and procedures as summarised below:

	Procedure	Action
BEFORE THE DAY OF EGM		
(a)	Register as a user with TIIH Online	<ul style="list-style-type: none"> Using your computer, access the website at https://tiih.online. Register as a user under “e-Services” and select “Create Account by Individual Holder”. Please refer to the tutorial guide posted on the homepage for assistance. Registration as a user will be approved within one (1) working day and you will be notified via e-mail. If you are already a user with TIIH Online, you are not required to register again. You will receive an e-mail to notify you that the remote participation is available for registration at TIIH Online.
(b)	Submit your request to attend EGM remotely	<ul style="list-style-type: none"> Registration is open from 6.00 p.m. on Thursday, 13 February 2025 until the day of EGM on Friday, 28 February 2025. Member(s) or proxy(ies) or corporate representative(s) or attorney(s) are required to pre-register their attendance for the EGM to ascertain their eligibility to attend, participate and vote the EGM using the RPV. Login with your user ID and password and select the corporate event: “(REGISTRATION) AAX EGM 2025”. Read and agree to the Terms & Conditions and confirm the Declaration. Select “Register for Remote Participation and Voting”. Review your registration and proceed to register. System will send an e-mail to notify that your registration for remote participation is received and will be verified. After verification of your registration against the General Meeting Record of Depositors as of 21 February 2025, the system will send you an e-mail after 26 February 2025 to approve or reject your registration for remote participation. <p><i>(Note: Please allow sufficient time for approval of new user of TIIH Online and registration for the RPV).</i></p>

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ON THE DAY OF THE EGM (FRIDAY, 28 FEBRUARY 2025)		
(c)	Login to TIIH Online	<ul style="list-style-type: none">Login with your user ID and password for remote participation at the EGM at any time from 1.00 p.m., i.e. one (1) hour before the commencement of the EGM on Friday, 28 February 2025 at 2.00 p.m.
(d)	Participate through Live Streaming	<ul style="list-style-type: none">Select the corporate event: “(LIVE STREAM MEETING) AAX EGM 2025” to engage in the proceedings of the EGM remotely.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 during the EGM. If there is time constraint, the responses will be e-mailed to you earliest possible, after the EGM.
(e)	Online Remote Voting	<ul style="list-style-type: none">Voting session commences from 2.00 p.m. on Friday, 28 February 2025 until a time when the Chairman announces the completion of the voting session of the EGM.Select the corporate event: “(REMOTE VOTING) AAX EGM 2025” or if you are on the live stream meeting page, you can select “GO TO REMOTE VOTING PAGE” button below the Query Box.Read and agree to the Terms & Conditions and confirm the Declaration.Select the CDS account that represents your shareholdings.Indicate your votes for the resolutions that are tabled for voting.Confirm and submit your votes.
(f)	End of remote participation	<ul style="list-style-type: none">Upon the announcement by the Chairman on the closure of the EGM, the live streaming will end.

Note to users of the RPV:

- Should your application to join the EGM be approved, we will grant you the right to join the live streamed meeting and to vote remotely. Your login to TIIH Online on the day of the EGM will indicate your presence at the virtual meeting.
- The quality of your connection to the live broadcast depends on the bandwidth and stability of the internet at your location and the device you use.
- In the event you encounter any issues with logging-in, connecting to the live streamed meeting or online voting, kindly call Tricor Help Line at 011-40805616 / 011-40803168 / 011-40803169 / 011-40803170 or e-mail to tiih.online@my.tricorglobal.com for assistance.

GENERAL MEETING RECORD OF DEPOSITORS (“ROD”)

Only a depositor whose name appears on the **ROD as of 21 February 2025** shall be entitled to attend, participate (including posing questions to the Board via real time submission of typed texts) and vote at the EGM or appoint proxies to attend, participate and/or vote on his/her behalf.

APPOINTMENT OF PROXY/CORPORATE REPRESENTATIVES/ATTORNEYS

If you are unable to attend, participate in and vote at the said EGM, you may appoint the Chairman of the EGM as proxy and indicate the voting instructions in the Form of Proxy.

Accordingly, the Form of Proxy and/or document relating to the appointment of proxy(ies)/corporate representative(s)/attorney(s) for the EGM, whether in hard copy or by electronic means, must be deposited or lodged in the following manner not later than **2.00 p.m. on Wednesday, 26 February 2025**.

(i) In Hard Copy:

By hand or post to the registered office of the Company at RedQ, Jalan Pekeliling 5, Lapangan Terbang Antarabangsa Kuala Lumpur, 64000 KLIA, Selangor Darul Ehsan, Malaysia not less than forty-eight (48) hours before the time for holding the EGM or any adjournment thereof, otherwise the Form of Proxy shall not be treated as valid.

(ii) By Electronic Form:

All members can have the option to submit the Form of Proxy electronically via TIIH Online and the steps for submission are summarised below:-

	Procedure	Action
i. Steps for Individual Members		
(a)	Register as a User with TIIH Online	<ul style="list-style-type: none"> Using your computer, please access the website at https://tiih.online. Register as a user under “e-Services” and select “Create Account by Individual Holder”. Please do refer to the tutorial guide posted on the homepage for assistance. Registration as a user will be approved within one (1) working day and you will be notified via e-mail. If you are already a user with TIIH Online, you are not required to register again.
(b)	Proceed with submission of Form of Proxy	<ul style="list-style-type: none"> After the release of the Notice of Meeting by the Company, login with your username (i.e. email address) and password. Select the corporate event: “AAX EGM 2025 – Submission of Proxy Form”. Read and agree to the Terms & Conditions and confirm the Declaration. Insert your CDS account number and indicate the number of shares for your proxy(s) to vote on your behalf. Appoint your proxy(s) and insert the required details of your proxy(s) or appoint Chairman as your proxy. Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide your vote. Review and confirm your proxy(s) appointment. Print Form of Proxy for your record.

ii. Steps for Corporation or Institutional Members		
(a)	Register as a User with TIIH Online	<ul style="list-style-type: none"> • Access TIIH online at https://tiih.online. • Under e-Services, the authorised or nominated representative of the corporation or institutional member selects “Create Account by Representative of Corporate Holder”. • Complete the registration form and upload the required documents. • Registration will be verified, and you will be notified by email within one (1) to two (2) working days. • Proceed to activate your account with the temporary password given in the email and re-set your own password. <p><i>(Note: The representative of a corporation or institutional member 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 need clarifications on the user registration.)</i></p>
(b)	Proceed with submission of Form of Proxy	<ul style="list-style-type: none"> • Login to TIIH Online at https://tiih.online. • Select the corporate event: “AAX EGM 2025 – Submission of Proxy Form”. • Read and agree to the Terms & Conditions and confirm the Declaration. • Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein. • Prepare the file for the appointment of proxies by inserting the required data. • Proceed to upload the duly completed proxy appointment file. • Select “Submit” to complete your submission. • Print the confirmation report of your submission for your record.

POLL VOTING

The voting at the EGM will be conducted by poll in accordance with Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad.

Members can proceed to vote on the resolution at any time from the commencement of the EGM at **2.00 p.m. on Friday, 28 February 2025** but before the end of the voting session which will be announced by the Chairman of the EGM. Kindly refer to the note above, “Procedures for RPV” for guidance on how to vote remotely from the **TIIH Online** website at <https://tiih.online>.

Upon completion of the voting session for the EGM, the Independent Scrutineers will verify and announce the poll results followed by the Chairman’s declaration whether the resolution is duly passed.

CIRCULAR TO SHAREHOLDERS

The Circular to Shareholders in relation to the Proposed New Shareholders’ Mandate for Recurrent Related Party Transactions of a Revenue or Trading Nature dated 13 February 2025 (“**Circular**”), the Notice of the EGM, the Form of Proxy for the EGM and this Administrative Details are available on the Company’s Investor Relations website at www.airasiax.com/agm_egm.html

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You may request for a printed copy of the Circular at <https://tiih.online> by selecting “Request for Circular” under “Investor Services”. Alternatively, you may also make your request through telephone/email to our Share Registrar at the telephone number/email addresses given below. Nevertheless, we hope that you would consider the environment before you decide to request for the printed copy.

PRE-MEETING SUBMISSION OF QUESTION(S) TO THE BOARD

Members may submit questions to the Board prior to the EGM via TIIH Online website at <https://tiih.online> by selecting “e-Services” to login, pose questions and submit electronically no later than **2.00 p.m. on Wednesday, 26 February 2025**. The Board will endeavour to answer the questions received at the EGM. If there is time constraint during the EGM, the responses will be e-mailed to you earliest possible, after the EGM.

NO DOOR GIFT/FOOD VOUCHER

There will be **no distribution of door gifts or food vouchers** for the EGM as the meeting is conducted on a virtual basis.

RECORDING OR PHOTOGRAPHY

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

ENQUIRY

If you have any enquiries regarding the above, please contact the following persons during normal business hours from Monday to Friday (except public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.

General Line : +603-2783 9299

Fax Number : +603-2783 9222

Email : is.enquiry@vistra.com

Contact Persons : Mr. Jake Too : +603-2783 9285 / Email: Chee.Onn.Too@vistra.com

: Mr. Aiman Nuri : +603-2783 9262 / Email: muhamad.aiman@vistra.com

Personal Data Privacy:

By registering for the RPV and/or lodging the instrument appointing a proxy(ies) and/or representative(s) and/or attorney(s), the member of the Company consents to the use of such data for processing and administrative purposes by the Company (or its agents) and to comply with any laws, listing rules, regulations and/or guidelines. The member agrees that he/she will indemnify the Company against any penalties, liabilities, claims, demands, losses and damages resulting from his/her breach of warranty.