

ADMINISTRATIVE GUIDES

TWENTY-EIGHTH ANNUAL GENERAL MEETING (“28TH AGM”) OF CELCOMDIGI BERHAD (“CELCOMDIGI” OR THE “COMPANY”)

Registration No. 199701009694 (425190-X)

Details of 28th AGM		
Day and Date	:	Thursday, 22 May 2025
Time	:	9.00 a.m.
Mode of meeting and participation	:	<ol style="list-style-type: none"> 1. <u>Meeting Venue</u> Nexus, Connexion Conference & Event Centre, Grand Nexus Ballroom (Level 3A), Bangsar South City, No. 7, Jalan Kerinchi, 59200 Kuala Lumpur 2. <u>Virtual Meeting Platform</u> Boardroom Smart Investor Portal (“BSIP”) at https://investor.boardroomlimited.com with Remote Participation and Electronic Voting (“RPEV”) facilities

MODE OF MEETING

Shareholder(s), proxy(ies), corporate representative(s) or attorney(s) have the option to attend physically at the Meeting Venue **OR** virtually using the RPEV facilities, whichever is convenient to you.

Physical Attendance	Register at the Meeting Venue on the day of the 28th AGM.
Virtual Attendance	Register latest by 9.00 a.m. on Tuesday, 20 May 2025 to use the RPEV facilities to remotely participate in the 28th AGM.

Please read and follow the procedures for Physical Attendance and Virtual Attendance, as guided below.

ENTITLEMENTS TO ATTEND, SPEAK AND VOTE (COLLECTIVELY, “PARTICIPATE”)

In respect of deposited securities, only Shareholders whose names appear on the Record of Depositors on **15 May 2025** (General Meeting Record of Depositors) shall be eligible to participate in the 28th AGM, either physically or remotely.

PROCEDURES FOR MEETING PARTICIPATION

1. Physical Attendance

Shareholders/proxies/corporate representatives/attorneys who wish to participate in the 28th AGM physically are required to register at the Meeting Venue on Thursday, 22 May 2025. Registration counters will open at 7.00 a.m. and will remain open until the Chair of the 28th AGM announces the closure of the voting session.

Shareholders who wish to appoint proxies/corporate representatives/attorneys to participate on their behalf are advised to read and follow the instructions provided in the Administrative Guides.

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2. Virtual Attendance

Shareholders/proxies/corporate representatives/attorneys who wish to participate in the 28th AGM remotely using the RPEV facilities are to follow the requirements and procedures summarised below:

	Procedure	Action
BEFORE THE 28TH AGM DAY		
Step 1	Register/Sign-up as Online User BSIP <i>(for first time registration only)</i>	<i>(Note: If you have already signed up with BSIP, you are not required to register again. You may proceed to Step 2 - Submit Request for Remote Participation User ID and Password.)</i> a. Access the website https://investor.boardroomlimited.com . b. Click “ Register ” to sign up as a user. c. Select the correct account type i.e. sign up as “ Shareholder ” or “ Corporate Holder ”. d. Complete the registration with all required information. Upload a soft copy of your or your representative’s MyKAD/Identification Card (front and back) or Passport. e. For Corporate Holders, kindly upload the authorisation letter as well. Click “ Sign Up ”. f. You will receive an email from Boardroom for email address verification. Click “ Verify Email Address ” from the email received to continue with the registration. g. Once your email address is verified, you will be re-directed to the BSIP for mobile number verification. Click “ Request OTP Code, ” and an OTP code will be sent to the registered mobile number. Enter the OTP Code and click “ Enter ” to complete the process. h. Your registration will be verified and approved within one (1) business day, and an email notification will be sent to you.
Step 2	Submit request for remote participation (User ID and Password)	<i>(Note: Registration for remote access will open on 16 April 2025. Please note that the closing time to submit your request is no less than forty-eight (48) hours before the time of holding the 28th AGM, i.e. by Tuesday, 20 May 2025 at 9.00 a.m.)</i> For Shareholders a. Log in to https://investor.boardroomlimited.com using your user ID and password from Step 1 above. b. Select “ CELCOMDIGI BERHAD 28TH ANNUAL GENERAL MEETING ” from the list of Meeting Events(s) and click “ Enter ”. To attend the virtual AGM remotely a. Click on “ Register for RPEV ”. b. Read and agree to the Terms & Conditions and click “ Next ”. c. Enter your CDS Account and submit your request.

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	Email notification	<p>a. You will receive notification from Boardroom that your request has been received and is being verified.</p> <p>b. Upon system verification against the General Meeting Record of Depositors of the 28th AGM as of 15 May 2025, you will receive an email from Boardroom either approving or rejecting your registration for remote participation.</p>
ON THE 28TH AGM DAY		
Step 3	Login to Virtual Meeting Platform	<p>a. The Virtual Meeting portal will open for login one hour before the commencement of the 28th AGM at 8.00 a.m. on Thursday, 22 May 2025.</p> <p>b. Login to BSIP at https://investor.boardroomlimited.com with your registered email address and password.</p> <p>c. Select “CELCOMDIGI BERHAD 28TH ANNUAL GENERAL MEETING” from the list of Meeting Event(s) and click “Join Live Meeting” to join the proceedings of the 28th AGM remotely.</p>
	Participate	<p>a. Please follow the user guides in BSIP to view the live webcast, submit questions and vote.</p> <p>b. If you would like to view the live webcast, select the broadcast icon. </p> <p>c. If you would like to ask a question during the 28th AGM, select the messaging icon. </p> <p>d. Type your message within the chat box, and once completed, click the send button.</p>
	Online Remote Voting	<p>a. Once the 28th AGM is opened for voting, the polling icon will appear with the resolutions and your voting choices. </p> <p>b. To vote, select your voting direction from the options provided. A confirmation message will appear to show your vote has been received.</p> <p>c. To change your vote, re- select another voting direction.</p> <p>d. If you wish to cancel your vote, please press "Cancel".</p>
	End of remote participation	<p>a. Upon the announcement by the Chair of the Meeting on the closure of the 28th AGM, the live webcast will end, and the messaging window will be disabled.</p> <p>b. You can now log out from the Meeting Platform.</p>

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Notes to RPEV facilities users:

- (a) Should your application to join the 28th AGM be approved, the system will make available to you the rights to join the live streamed meeting and to vote remotely. Your login to BSIP on the day of the 28th AGM will indicate your presence at the virtual meeting.
- (b) 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.
- (c) In the event you encounter any issues with logging-in, connection to the live streamed meeting, or online voting, kindly call BSR Help Line for assistance.

POLL VOTING

The voting at the 28th AGM will be conducted by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed BSR as Poll Administrator to conduct the poll by way of electronic voting and Independent Scrutineers will be appointed to verify the poll results.

Shareholders can proceed to vote on the resolutions and submit their votes on the resolutions at any time from the commencement of the 28th AGM at 9.00 a.m. and before the end of the voting session, which will be announced by the Chair of the Meeting. Kindly refer to Step 3 of the above Procedures for RPEV for guidance on how to vote remotely at BSIP.

Upon completion of the voting session, the Independent Scrutineers will verify and announce the poll results followed by the Chair's declaration whether the resolutions are duly passed.

APPOINTMENT OF PROXY OR ATTORNEY OR CORPORATE REPRESENTATIVE

1. Shareholders who appoint a proxy or attorney or authorised representative to participate in the 28th AGM must ensure that the duly executed Form of Proxy is deposited in a hard copy form or by electronic means to BSR not later than **Tuesday, 20 May 2025 at 9.00 a.m.**
2. Shareholders who are unable to participate in the 28th AGM may appoint the Chair of the Meeting as their proxy and indicate the voting instructions in the Form of Proxy. A shareholder is not precluded from attending the meeting in person after lodging the instrument of proxy, however, such attendance shall automatically revoke the authority granted to the proxy.
3. Please note that the Company shall deem that shareholders have no objection to using the provision in the Form of Proxy which has designated the Chair of the Meeting as the authorised person to vote on behalf of shareholders until further instructions are received. The appointed Poll Administrator of this 28th AGM shall be notified of such arrangement accordingly.

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4. The appointment of a proxy may be made in a hard copy form or by electronic means in the following manner:

<p>By Proxy (Including Attorney and Corporate Representative)</p>	<p><u>In hardcopy form</u></p> <p>The proxy form must be deposited at the Poll Administrator office, Boardroom Share Registrars Sdn Bhd at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia.</p> <p>Please ensure ALL the particulars as required in the proxy form are completed, signed and dated accordingly.</p> <p><u>By Attorney</u></p> <p>A copy of the power of attorney may be accepted provided that it is certified notarially and/or in accordance with the applicable legal requirements in the relevant jurisdiction in which it is executed.</p> <p><u>By Corporate Representatives</u></p> <p>The Certificate of Appointment should be executed in the following manner:</p> <ol style="list-style-type: none">1. If the corporate shareholder has a common seal, the Certificate of Appointment should be executed under the common seal in accordance with the constitution of the corporate shareholder.2. If the corporate shareholder does not have a common seal, the Certificate of Appointment should be affixed with the rubber stamp of the corporate member (if any) and executed by:<ol style="list-style-type: none">a. at least two (2) authorised officers, of whom one shall be a director; orb. any director and/or authorised officers in accordance with the laws of the country under which the corporate shareholder is incorporated. <p><u>By electronic form</u></p> <ol style="list-style-type: none">a. Login to https://investor.boardroomlimited.com.b. Select “CELCOMDIGI BERHAD 28TH ANNUAL GENERAL MEETING” from the list of Meeting Events(s) and click “Enter”.c. Click on “Submit eProxy Form”.d. Select the company you would like to represent (if more than one, for Corporate Shareholder).e. Enter your CDS Account Number and number of securities held.f. Select your proxy - either the Chairman of the meeting or individual named proxy(ies).g. Read and accept the General Terms and Conditions by clicking “Next”.h. Enter the required particulars of your proxy(ies).
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	<ol style="list-style-type: none">i. Indicate your voting instructions - “FOR” or “AGAINST”, otherwise your proxy will decide your vote.j. Click “Apply”.k. Download or print the eProxy Form as acknowledgement.
By Authorised Nominee and Exempt Authorised Nominee	<ol style="list-style-type: none">a. Login to https://investor.boardroomlimited.com.b. Select “CELCOMDIGI BERHAD 28TH ANNUAL GENERAL MEETING” from the list of Meeting Events(s) and click “Enter”.c. Click on “Submit eProxy Form”.d. Select the company you would like to represent (if more than one, for Corporate Shareholder).e. Proceed to download the file format for ‘Submission of Proxy Form’.f. Prepare the file for appointment of proxy(ies) by inserting the required data.g. Proceed to upload the duly completed Proxy Appointment file.h. Review and confirm your proxy(ies) appointment(s) and click ‘Submit’.i. Download or print the eProxy form as acknowledgement. <p>For Corporate Shareholders, Authorised Nominees/ Exempt Authorised Nominees and Attorneys, you may also write to bsr.helpdesk@boardroomlimited.com and provide name of the shareholder, CDS account no. and the Certificate of Appointment of Corporate Representative or Proxy Form (as the case may be). A copy of MyKad or passport and a valid email address are required.</p>
Email notification	<ol style="list-style-type: none">a. You will receive notification from Boardroom that your request has been received and is being verified.b. Upon system verification against the General Meeting Record of Depositors of the 28th AGM as of 15 May 2025, you will receive an email from Boardroom either approving or rejecting your registration for remote participation.c. Please note that the closing date and time to submit your request is by Tuesday, 20 May 2025 at 9.00 a.m.

REVOCAION OF PROXY

If you have submitted your Form of Proxy and subsequently decide to appoint another person or wish to participate in our 28th AGM by yourself, please revoke the earlier appointed proxy before the 28th AGM. On revocation, your proxy(ies) will not be allowed to participate in the 28th AGM. In such event, you should advise your proxy accordingly.

Hardcopy proxy form	Please write in to bsr.helpdesk@boardroomlimited.com to revoke the appointment of proxy/proxies.
eProxy form	<ol style="list-style-type: none">a. Click “Meeting Event” and enter “CELCOMDIGI BERHAD 28TH ANNUAL GENERAL MEETING”.b. Go to “Submitted eProxy Form list” and click “View” for the eProxy Form.

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	<p>c. Click “Cancel/Revoke” at the bottom of the eProxy form.</p> <p>d. Click “Proceed” to confirm.</p>
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SUBMISSION OF QUESTION TO THE BOARD OF DIRECTORS

The Board endeavours to respond to Pre-AGM Meeting Questions and questions submitted/raised physically or virtually during the meeting. However, not all questions will be answered during the meeting. In such event, the Investor Relations Team will endeavour to answer every question raised by shareholders via email individually as soon as practicable.

Physical Attendance	<ol style="list-style-type: none">1. Shareholders are encouraged to submit questions on the 28th AGM resolutions and Integrated Annual Report 2024 via the QR Code which will be provided during registration on meeting day.2. Alternatively, you may speak and raise questions during the meeting.
Virtual Attendance	<ol style="list-style-type: none">1. Shareholders may submit questions in advance on the 28th AGM resolutions and Integrated Annual Report 2024 not later than Tuesday, 20 May 2025 at 9.00 a.m. via invesrel@celcomdigi.com.my or BSIP at https://investor.boardroomlimited.com using the same user ID and password provided in Step 1 above, and select “SUBMIT QUESTION” to pose questions (“Pre-AGM Meeting Questions”).2. Alternatively, you may submit questions on the day of the 28th AGM, via the messaging box on BSIP starting at 8.00 a.m. This web portal will remain open throughout the virtual 28th AGM session.

TRAVEL ARRANGEMENT

(a) Via driving

Parking is available at Nexus, Bangsar South, with two entrances to the car park:

- *First entrance*: Located next to Invito, this entrance leads to the basement car park.
- *Second entrance*: Situated at the back of Nexus, this entrance provides access to Levels 2 and 3 of the car park.

Nexus employs a license plate recognition system. If the barrier opens automatically after scanning your license plate, please provide your car plate number for validation at the counter. If the barrier does not open automatically, please use a valid Touch 'n Go or credit/debit card to enter. Attendees should bring their Touch 'n Go or credit/debit card for validation at the counter in the foyer.

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(b) Via public transportation

Nexus is also conveniently accessed by public transportation as follows:

1. Take the Light Rail Transit (LRT) to Kerinchi LRT Station / Universiti LRT Station. Nexus is within 15-20 minutes walking distance from both stations.
2. From Kerinchi LRT Station, walk along the covered pedestrian bridge and central park (or covered walkway at B1) at Bangsar South towards Nexus. There is also a covered pedestrian bridge to cross Jalan Kerinchi to Nexus.
3. Alternatively, take a ride on the complimentary shuttle service from Universiti LRT Station or The Horizon Phase 2 pick-up point (if you are coming from Kerinchi LRT Station).

INTEGRATED ANNUAL REPORT 2024 AND OTHER DOCUMENTS

1. As part of our dedicated commitment to sustainable practices, the following documents can be downloaded from the Company's website at <https://corporate.celcomdigi.com/annualreport>:
 - (a) Integrated Annual Report 2024
 - (b) Corporate Governance Report 2024
 - (c) Circular to Shareholders
 - (d) Notice of 28th AGM
 - (e) Form of Proxy
 - (f) Administrative Guides
 - (g) Requisition Form
2. Should you need a copy of the printed Integrated Annual Report 2024 and/or Circular to Shareholders, kindly forward your request by completing the Requisition Form and sending it to the **Share Registrar, Tricor Investor & Issuing House Services Sdn Bhd ("Tricor")** at the address stated in the Requisition Form. Alternatively, you may submit your request through the online website of **Tricor** at <https://tiih.online> by selecting "**Request for Annual Report/Circular**" under the "**Investor Services**". Any request for the printed documents will be sent to the requestor within four (4) market days after the receipt of the request.

NO GIFTS DISTRIBUTION

No door gift will be provided to all shareholders/proxies/corporate representatives who have registered for the 28th AGM.

RECORDING OR PHOTOGRAPHY

Recording or photography of the proceedings of the 28th AGM is strictly prohibited.

ENQUIRY

If you have any enquiry in relation to the hybrid 28th AGM (including RPEV facilities, depositing of hardcopy proxy form, submission of electronic Form of Proxy, depositing of the original certificate of appointment of corporate representative, depositing of original or duly certified

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power of attorney), please contact Boardroom's Helpdesk during office hours from Mondays to Fridays from 8.30 a.m. to 5.30 p.m., except for public holidays:

Address	Boardroom Share Registrars Sdn Bhd <i>[Registration No. 199601006647 (378993-D)]</i> 11th Floor, Menara Symphony, No. 5, Jalan Prof Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan, Malaysia
General Line	603-7890 4700 (Helpdesk)
Fax Number	603-7890 4670
Email	bsr.helpdesk@boardroomlimited.com

If you have any enquiry in relation to the request of hardcopy of Integrated Annual Report 2024, please contact the Company's Share Registrar, Tricor during office hours on Mondays to Fridays from 8.30 a.m. to 5.30 p.m., except on public holidays:

Address	Tricor Investor & Issuing House Services Sdn Bhd <i>[Registration No. 197101000970 (11324-H)]</i> Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia
General Line	603-2783 9299
Fax Number	603-2783 9222
Email	is.enquiry@vistra.com