



BUMI ARMADA

BUMI ARMADA BERHAD

Registration No. 199501041194 (370398-X)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE

Twenty-Ninth Annual General Meeting (“29th AGM”) of Bumi Armada Berhad (“the Company”)

Day/Date : Thursday, 22 May 2025
Time : 3.30 p.m.
Venue : Ballrooms 1 & 2, 1st Floor, Sime Darby Convention Centre, 1A Jalan Bukit Kiara 1, 60000 Kuala Lumpur, Malaysia.

29TH AGM

1. The 29th AGM is scheduled at the date and time and at the venue stated above.

PARKING

2. The parking at the venue stated above is free of charge.

REGISTRATION

3. Registration for the 29th AGM will start at **1.30 p.m.** at **Ballroom 2 on the 1st Floor of the Sime Darby Convention Centre** and will end at a time as directed by the Chairman of the meeting.
4. Please produce your original National Registration Identity Card (“IC”) or Passport (for Non-Malaysian shareholders) at the registration counters for verification. Please make sure you collect your IC or Passport thereafter.
5. After the verification, you are required to write your name and sign on the Attendance List placed on the registration counters.
6. You will also be given an identification tag. No person will be allowed to enter the meeting room (**Ballroom 1**) without the identification tag. **Please be reminded that there will be no replacement in the event you lose or misplace the identification tag.**
7. Once you have collected your identification tag and signed the Attendance List, please proceed to the foyer of Ballrooms 1 & 2 on 1st Floor of the Sime Darby Convention Centre by 2.15 p.m. The meeting will be held at **Ballroom 1**.
8. The registration counter will handle only verification of identity and registration. If you have any enquiries, please proceed to the **Help Desk** which is located next to the registration counters at **Ballroom 2**.

BEVERAGE

9. Refreshments will be served from 2.00 p.m. until the conclusion of the 29th AGM at the foyer of Ballrooms 1 & 2 on the 1st Floor of the Sime Darby Convention Centre. No food is allowed into the Meeting Hall.

DOOR GIFT

10. There will be no distribution of door gift(s) to the shareholders/proxies who attend the 29th AGM.

GENERAL MEETING RECORD OF DEPOSITORS

11. For the purpose of determining a member who shall be entitled to attend the 29th AGM, the Company shall be requesting Bursa Malaysia Depository Sdn. Bhd. in accordance with Rule 44 of the Company's Constitution and Section 34(1) of the Securities Industry (Central Depositories) Act, 1991 to issue a General Meeting Record of Depositors as at 15 May 2025. **Only a Depositor whose name appears on the Record of Depositors as at 15 May 2025 shall be entitled to attend the 29th AGM of the Company or appoint proxies to attend and/or vote on his/her behalf.** Members intending to appoint a proxy or proxies to attend the 29th AGM shall lodge their proxy forms in accordance with the instructions in the Notice of the 29th AGM and the Proxy Form in relation to the said AGM not later than 24 hours before the time appointed for the meeting.

ANNUAL REPORT OF BUMI ARMADA BERHAD ("AR 2024")

12. The full version of the AR 2024 is available on the Company's website at www.bumiarmada.com under "Investor Relations - Annual Reports". If you wish to have a printed copy of the AR 2024, you may do so by email to the Company at agm@bumiarmada.com or alternatively, you may also make your request through telephone or email to our Share Registrar at the numbers or email addresses given below.

ENQUIRY

13. If you have any queries prior to the 29th AGM, please contact the following persons during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):
- (a) Bumi Armada Berhad 199501041194 (370398-X)
Telephone Number: +603-2302 9000
 - (1) Ms Sarah Sulieman (ext. 9031)
 - (2) Ms Anis Athirah Mohd Arif (ext 9030)
 - (3) Ms Syafawati Ab Latif (ext 9033)
 - (b) Boardroom Share Registrars Sdn Bhd 19960106647 (378993-D)
Telephone Number: +603-7890 4700
 - (1) Mr Mohamed Sophiee bin Ahmad Nawawi: +603-7890 4716
 - (2) Mr Khairul Iqram bin Zainal Abidin: +603-7890 4727

You may also e-mail queries relating to the AR 2024 or questions that you would like answered at the 29th AGM to agm@bumiaramada.com.