



AEON CREDIT SERVICE (M) BERHAD
[Registration No. 199601040414 (412767-V)]
(Incorporated in Malaysia)

ADMINISTRATIVE DETAILS OF THE EXTRAORDINARY GENERAL MEETING

Date	:	Monday, 16 October 2023
Time	:	10.00 a.m.
Meeting Platform	:	https://meeting.boardroomlimited.my
Broadcast Venue	:	Grand Studio Room, Level 1, Wyndham Grand Bangsar, 1 Jalan Pantai Baharu, Jaya Tower 3, 59200 Kuala Lumpur, Malaysia
Mode of Communication	:	a) Submit questions to the Board prior to the Extraordinary General Meeting ("EGM") by emailing to ir_info@aeoncredit.com.my no later than 10.00 a.m. on Wednesday, 11 October 2023; and (b) Submit questions to the Board via real time submission of typed texts at https://meeting.boardroomlimited.my during livestreaming of the EGM

MODE OF MEETING

The EGM of AEON Credit Service (M) Berhad ("the Company") will be conducted on a virtual basis through livestreaming and online voting using the Remote Participation and Electronic Voting ("RPEV") facilities.

BROADCAST VENUE

The Broadcast Venue mentioned above is strictly for the purpose of complying with Section 327(2) of the Companies Act 2016 which stipulates that the Chairman of the meeting shall be at the main venue of the EGM and in accordance with Clause 86 of the Company's Constitution which allows a meeting of members to be held at more than one (1) venue, using any technology or method that enables the members of the Company to participate and to exercise the members' right to speak and vote at the meeting. The Broadcast Venue of the EGM is to inform members where the electronic EGM production and streaming would be conducted from. **No Shareholders/Proxies/Corporate Representatives from the public should be physically present nor admitted at the Broadcast Venue on the day of the EGM.**

DIGITAL COPIES OF EGM DOCUMENTS

As part of our dedicated commitment to sustainable practices, please scan the QR code for the following documents of the Company, which are also available on and can be downloaded from Bursa Malaysia Securities Berhad's website at <https://www.bursamalaysia.com/> under Company Announcements and the Company's website at <https://www.aeoncredit.com.my/aeon-corporate/investor-relations/agm-egm>:

1. Circular to Shareholders in relation to the:
 - (i) Proposed joint venture between AEON Credit and AEON Financial Service Co., Ltd. to undertake the business of a Digital Islamic Bank ("Proposed Joint Venture"); and
 - (ii) Proposed bonus issue of 255,307,690 new ordinary shares in AEON Credit ("AEON Credit Shares") ("Bonus Shares") on the basis of 1 Bonus Share for every 1 AEON Credit Share held by the entitled shareholders on an entitlement date to be determined later ("Proposed Bonus Issue");
2. Notice of the EGM and Proxy Form; and
3. Administrative Details of the EGM.



Shareholders of the Company who wish for a printed copy of the Circular should submit your request to the Company's Investor Relations at ir_info@aeoncredit.com.my and must provide all the required information accurately, i.e. full name, CDS Account number, full mailing address and shareholder's mobile number. However, please consider the environmental concern before you decide to request for the printed copy.



PROCEDURES FOR RPEV


Please note that the remote participation and e-voting is available to individual member, corporate shareholder, authorised nominee and exempt authorised nominee.

You will be able to view a live webcast of the EGM proceeding, ask questions and submit your votes in real time whilst the meeting is in progress.

Kindly follow the steps below on how to request for login ID and password:-

Procedure		Actions
Before the day of the EGM		
1.	Register Online with Boardroom Smart Investor Portal (“BSIP”)	<p><i>[Note: If you have already signed up with Boardroom Smart Investor Portal (“BSIP”), you are not required to register again. You may proceed to Step 2 - Submit request for RPEV user ID and password.]</i></p> <ol style="list-style-type: none"> Access website https://investor.boardroomlimited.com. Click <<REGISTER>> to sign up as a user. Please select the correct account type, i.e. sign up as “Shareholder” or “Corporate Holder”. Complete the registration with all required information and upload a softcopy of your or representative’s MyKad (front and back) or Passport. For Corporate Holder, kindly upload the authorization letter and click <<Sign Up>>. You will receive an email from Boardroom for email address verification. Click <<Verify Email Address>> from the email received to continue with the registration. Once your email address is verified, you will be re-directed to BSIP for verification of mobile number. Click <<Request OTP Code>> and an OTP Code will be sent to the registered mobile number. You will need to enter the OTP Code and click <<Enter>> to complete the process. Your registration will be verified and approved within one (1) business day and an email notification will be provided to you.
2.	Submit request for remote participation (RPEV User ID and Password)	<p><i>[Note: Registration for remote access will be opened on 29 September 2023. Please note that the closing time to submit your request is at 10.00 a.m. on Saturday, 14 October 2023, i.e. forty-eight (48) hours before the commencement of the EGM].</i></p> <p>For Shareholders</p> <ol style="list-style-type: none"> Log in to https://investor.boardroomlimited.com/ using your user ID and password from Step 1 above. Select << AEON CREDIT SERVICE (M) BERHAD EXTRAORDINARY GENERAL MEETING >> from the list of Meeting Event(s) and click <<Enter>>. <p>To attend the virtual EGM remotely</p> <ol style="list-style-type: none"> Click <<Register for RPEV>>. Read and accept the General Terms & Conditions and click <<Next>>. Enter your CDS Account Number and thereafter submit your request. <p>To appoint proxy</p> <ol style="list-style-type: none"> Click <<Submit eProxy Form>>. Select the company you would like to represent (if more than one, for Corporate Shareholder). Enter your CDS Account Number and number of securities held. Select your proxy – either the Chairman of the meeting or individual named proxy(ies). Read and accept the General Terms & Conditions by clicking <<Next>>. Enter the required particulars of your proxy(ies). Indicate your voting instructions – “FOR” or “AGAINST”, otherwise your proxy will decide your vote. Click <<Apply>>. Download or print the eProxy form as acknowledgement. <p>Note for Corporate Shareholders: if you wish to appoint more than one (1) companies, kindly click the home button and select <<Edit Profile>> in order to add company name.</p>

Procedure		Actions
Before the day of the EGM		
2.	Submit request for remote participation (RPEV User ID and Password)	<p>Corporate Shareholders (via email)</p> <ol style="list-style-type: none"> To submit the request, Corporate Shareholders need to deposit the original hardcopy to Boardroom and write in to bsr.helpdesk@boardroomlimited.com by providing softcopy of the Certificate of Appointment of Corporate Representative or Form(s) of Proxy, the name of shareholder and CDS Account Number. Please provide a copy of Corporate Representative's MyKad (Front and Back) or Passport as well as his/her email address. <p>Authorised Nominee and Exempt Authorised Nominee</p> <p>Via Boardroom Smart Investor Portal</p> <ol style="list-style-type: none"> Login to https://investor.boardroomlimited.com/ using your user ID and password from Step 1 above. Select << AEON CREDIT SERVICE (M) BERHAD EXTRAORDINARY GENERAL MEETING >> from the list of Meeting Event(s) and click <<Enter>>. Click on <<Submit eProxy Form>>. Select the company you would like to represent (if more than one). Proceed to download the file format for "Submission of Proxy Form" from Boardroom Smart Investor Portal. Prepare the file for the appointment of proxies by inserting the required data. Proceed to upload the duly completed proxy appointment file. Review and confirm your proxy appointment and click <<Submit>>. Download or print the eProxy form as acknowledgement. <p><i>Note: if you wish to appoint more than one (1) company, kindly click the home button and select <<Edit Profile>> in order to add company name.</i></p> <p>Via Email</p> <ol style="list-style-type: none"> To submit the request, Authorised Nominee and Exempt Authorised Nominee need to deposit the original hardcopy Form of Proxy to Boardroom and write in to bsr.helpdesk@boardroomlimited.com by providing softcopy of the Form(s) of Proxy, the name of shareholders and CDS Account Number. Please provide a copy of the proxy holder's MyKad (front and back) or Passport in JPEG, PNG or PDF format as well as his/her email address.
3.	Verification and Email notification	<ol style="list-style-type: none"> You will receive notification(s) from Boardroom that your request(s) has been received and is being verified. Upon system verification against the EGM's Record of Depositors as at 9 October 2023, you will receive an email from Boardroom either approving or rejecting your registration for remote participation. You will also receive your remote access user ID, User Name and password along with the email from Boardroom if your registration is approved.
On the day of the EGM		
4.	Login to Virtual Meeting Platform	<p><i>[Note: It is your responsibility to ensure the stability of the internet connectivity throughout of the EGM is maintained as the quality of the live webcast and online remote voting are highly dependent on the bandwidth and stability of the internet connection available at the location of the participants.]</i></p> <ol style="list-style-type: none"> The Virtual Meeting Platform will be opened for login one (1) hour before the commencement of the EGM. Follow the steps given to you in the email along with your remote access user ID and password to login to the Virtual Meeting platform. (Refer to Step 3(c) above). The steps will also guide you on how to view live webcast, pose questions and vote.
5.	Participation	<p><i>[Note: Questions submitted online will be moderated before being sent to the Chairman to avoid repetition.]</i></p> <ol style="list-style-type: none"> If you would like to view the live webcast, select the broadcast icon . If you would like to ask a question during the EGM, select the messaging icon . Type your message within the chat box, click the send button once completed.

Procedure		Actions
On the day of the EGM		
6.	Voting	a. Once voting has been opened, the polling icon  will appear with the resolutions and your voting choices. b. To vote, simply select your voting direction from the options provided. A confirmation message will appear to show your vote has been received. c. To change your vote, re-select your voting preference. d. If you wish to cancel your vote, please press “Cancel”.
7.	End of Participation	Upon the announcement by the Chairman on the closure of the EGM, the live webcast will end and the messaging window will be disabled. You can then logout from the Virtual Meeting Platform.

ENTITLEMENT TO PARTICIPATE AND VOTE

In respect of deposited securities, only shareholders whose names appear on the Record of Depositors on 9 October 2023 (General Meeting Record of Depositors) shall be eligible to attend the EGM and/or appoint proxy(ies) to attend, participate and/or vote on his/her behalf.

APPOINTMENT OF PROXY OR ATTORNEY OR CORPORATE REPRESENTATIVE

In accordance with the Company's Constitution, shareholders are entitled to vote at the EGM either personally, electronically or by proxy. As the EGM will be conducted via a virtual meeting, shareholders who are unable to participate in the EGM are encouraged to appoint the Chairman of the Meeting as his/her proxy and indicate the voting instructions in the Proxy Form. All Proxy Forms and documents relating to the appointment of proxy/proxies or attorney or authorised corporate representative for the EGM whether in hard copy or by electronic means must be deposited with or submitted to Boardroom no later than 10.00 a.m. on Saturday, 14 October 2023.

The appointment of Proxy may be made in hard copy or electronic form as follows:

(1) In hard copy form

Shareholders may deposit the duly executed Proxy Form at the Share Registrar's office of the Company, Boardroom at 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan.

(2) In electronic form

The Proxy Form can be electronically submitted via e-mail to bsr.helpdesk@boardroomlimited.com (*for Corporate Shareholders, Authorised Nominee and Exempt Authorised Nominee only*) or submitted via BSIP at <https://investor.boardroomlimited.com>

REVOCATION OF PROXY

If you have submitted your Proxy Form and subsequently decide to appoint another person or wish to participate in our virtual EGM by yourself, please write in to bsr.helpdesk@boardroomlimited.com to revoke the earlier appointed proxy forty-eight (48) hours before the EGM. On revocation, your proxy(ies) will not be allowed to participate in the EGM. In such event, you should advise your proxy accordingly.

VOTING PROCEDURE

- In accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, the voting at the virtual EGM will be conducted by poll. The Company has appointed Boardroom Share Registrars Sdn Bhd as the Poll Administrator to conduct the poll by way of electronic voting (“e-Voting”) and GovernAce Advisory & Solutions Sdn. Bhd. as the Scrutinisers to verify and validate the poll results.
- During the EGM, the Chairman will invite the Poll Administrator to brief on the e-Voting housekeeping rules. The voting session will commence as soon as the Chairman calls for the poll to be opened and until such time when the Chairman announces the closure of the poll.
- For the purpose of this EGM, e-Voting will be carried out via personal smart mobile phones, tablets or personal computer/laptops.
- Upon completion of the voting session, the Scrutineers will verify the poll results followed by the Chairman's declaration whether the resolutions are duly carried or otherwise.

DOOR GIFT

1. Shareholders/proxies who attend and vote at the EGM shall receive a door gift in the form of cash amounting to RM50.00 by way of direct credit into the AEON Member Plus Visa Card (AMP Visa Card).
2. Shareholders/proxies who wish to receive the door gift are required to apply for an AMP Visa Card at nearest AEON Card counter. Alternatively, please refer to Appendix 1 on how to apply for an AMP Visa Card via AEON Wallet before collecting the physical card. If you have any queries or encounter any issue when applying AMP Visa Card, kindly contact AEON Credit Customer Care Hotline at 03-2719 9999 or email to customer.service@aeoncredit.com.my.
3. Door gift will be provided to shareholders/proxies in the following manner:
 - a) One (1) door gift for one (1) shareholder.
 - b) For a shareholder who has been appointed as a proxy by another shareholder, he/she is entitled to only one (1) door gift.
 - c) For a shareholder who appoints two (2) proxies, door gift will only be provided to the first named proxy (Proxy 1) stated in the Proxy form.
 - d) If a proxy represents more than (1) shareholder, he/she is entitled to only one (1) door gift.

Cash will be credited to the AMP Visa Card of eligible shareholders/proxies on 23 October 2023

PRE-MEETING SUBMISSION OF QUESTIONS TO THE BOARD OF DIRECTORS

Shareholders may submit questions to the Board in advance of the EGM by emailing to ir_info@aeoncredit.com.my no later than 10.00 a.m. on Wednesday, 11 October 2023. The Board will endeavour to respond to the questions received at the EGM.

NO RECORDING OR PHOTOGRAPHY

Strictly no recording or photography of proceedings of the EGM is allowed.

ENQUIRY

If you have any enquiries prior to the EGM, please contact the following during office hours from Monday to Friday (9.00 a.m. to 5.00 p.m.):

AEON Credit Service (M) Berhad

Address :
Level 18, UOA Corporate Tower
Avenue 10, The Vertical
Bangsar South City
No. 8, Jalan Kerinchi
59200 Kuala Lumpur
Malaysia
General Line : +603-2772 9000
Fax Number : +603-2711 4110
Email : ir_info@aeoncredit.com.my

Boardroom Share Registrars Sdn. Bhd.

Address :
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
Fax Number : +603-7890 4670
Email : bsr.helpdesk@boardroomlimited.com

PERSONAL DATA PRIVACY

By registering for the RPEV meeting and/or submitting an instrument appointing a proxy(ies) and/or representative(s), the member of the Company has consented to the use of such data for purposes of processing and administration 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 in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the shareholder's breach of warranty.

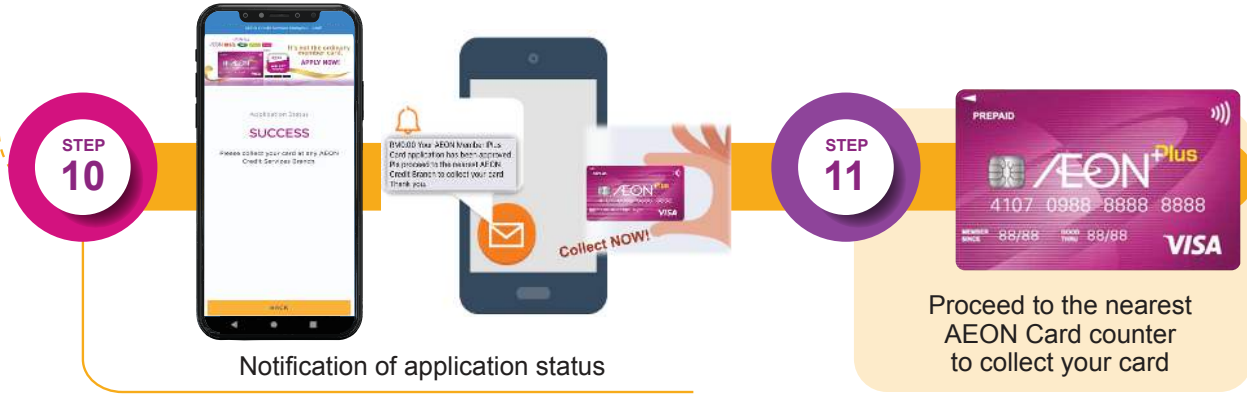
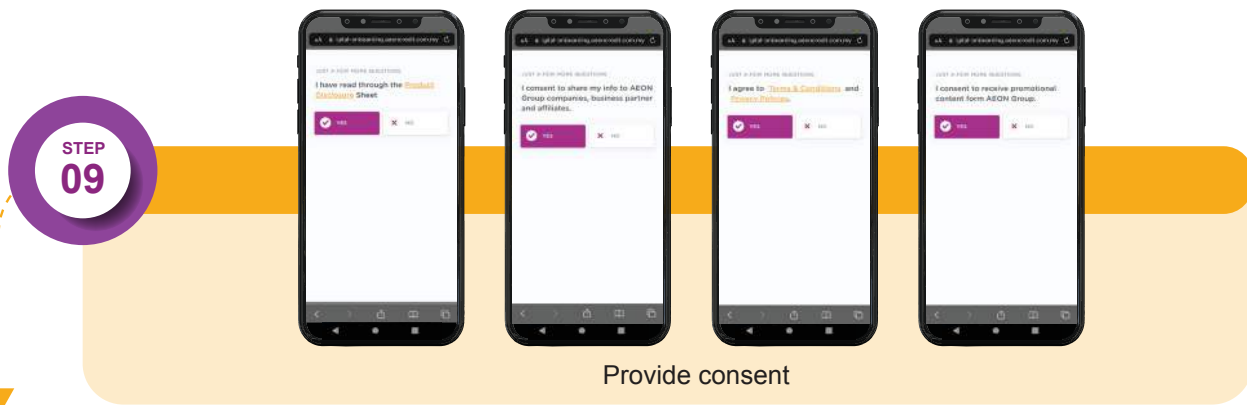
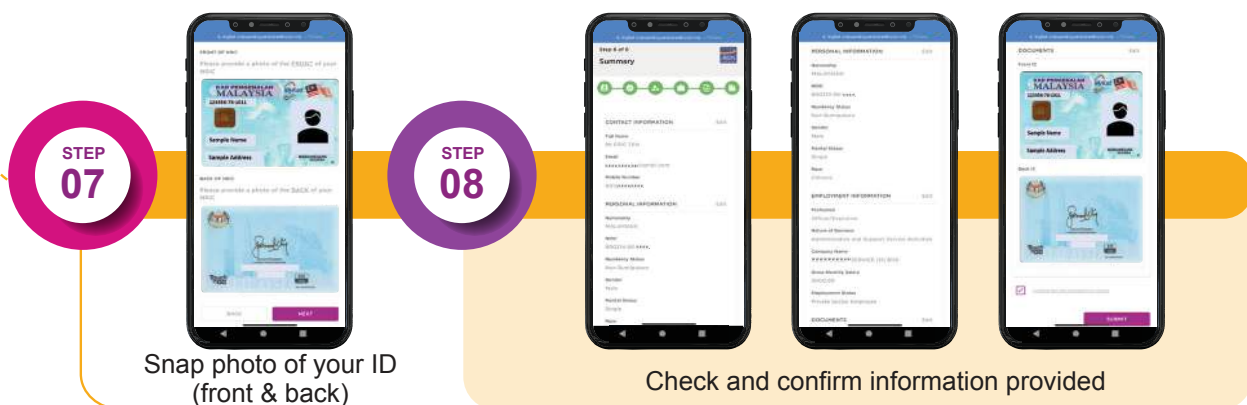
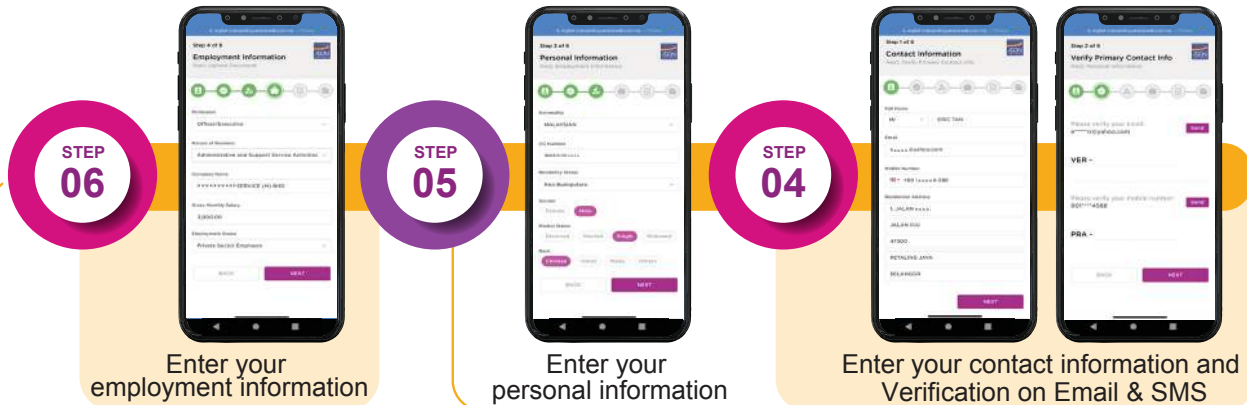
Appendix 1 – AEON Member Plus Visa Card Application

Register for AEON Member Plus Visa Card (New Cardholder only)



Operating System	App Platform
iOS	Apple App Store 
Android	Google Playstore 
EMUI / HarmonyOS	Huawei App Gallery 

Download AEON Wallet from the respective app platform and launch the app



If you have any queries or encounter any issues when applying for the AMP Visa Card, kindly contact the AEON Credit Customer Care Hotline at 03-2719 9999 or email to customer.service@aeoncredit.com.my.