

Shareholder Voting Instruction Card

Annual General Meeting of BAE Systems plc to be held on Thursday, 4 May 2023 at 11.30am. The physical meeting will be held at Hall 5, Farnborough International Exhibition and Conference Centre, Farnborough, Hampshire GU14 6TQ. Details for attending electronically are set out below and overleaf.

You can vote your shares online at **www.sharevote.co.uk**. To log on, you will need your Voting ID, Task ID and Shareholder Reference Number, which are shown below.

The Annual Report 2022 and the Notice of Annual General Meeting 2023, which contains the full wording of the resolutions and accompanying notes, can be found on the Company's AGM website page:

www.baesystems.com/reporting

where there is also a link for you to vote on the AGM resolutions using the Voting ID, Task ID and Shareholder Reference Number shown below, and also indicate if you will be attending the physical AGM in Farnborough.

If you are unable or do not wish to vote online, you can request a hard copy Proxy Card and Notice of Meeting by contacting our Registrars, Equiniti (0140), Aspect House, Spencer Road, Lancing, West Sussex BN99 6DA, United Kingdom on +44 (0)371 384 2044*.

**Lines are open 8.30am to 5.30pm Monday to Friday, excluding public holidays in England and Wales.*

Please note that your votes must be registered by no later than 11.30am on Tuesday, 2 May 2023.

If you wish to attend the AGM remotely via a PC, laptop, tablet or smartphone, please see the online guide overleaf which explains how to do this and includes the website address for meeting access.

Voting ID

Task ID

Shareholder Reference Number (SRN)

AGM 2023**Attendance Card**

Annual General Meeting of BAE Systems plc to be held on Thursday, 4 May 2023 at 11.30am. The physical meeting will be held at Hall 5, Farnborough International Exhibition and Conference Centre, Farnborough, Hampshire GU14 6TQ.

If you wish to attend the physical AGM in Farnborough, please bring this card with you. Directions for getting to Hall 5 are shown overleaf.

Shareholder Reference Number

Online Meeting Guide

BAE SYSTEMS

Accessing the BAE Systems 2023 AGM virtually

Visit <https://web.lumiagm.com/104-892-396> on your smartphone, tablet or computer.

You will then be required to enter your:

- Shareholder Reference Number (SRN) – your SRN is shown overleaf.
- PIN – (the first two and the last two digits of your SRN)

Access will be available one hour prior to the start of the meeting. The meeting commences at 11.30am on 4 May 2023. If you experience any difficulties, please contact Equiniti by emailing hybrid.help@equiniti.com stating your full name and postcode.

You will need the latest version of Chrome, Safari, Edge or Firefox. Please ensure your browser is compatible. An active internet connection is required at all times to participate in the meeting.

Home page and broadcast

Once logged in, you will see the home page which contains instructions for using the platform.

At the commencement of the meeting, the live broadcast of the proceedings will be available on the right-hand side of your device.

Click play on the broadcast, ensure that your device is unmuted and the volume is turned up.

Voting

Once the Chair has formally opened voting, the list of resolutions will automatically appear on your screen. Select the option that corresponds with how you wish to vote.

Once you have selected your vote, the option will change colour and a confirmation message will appear to indicate your vote has been cast and received, there is no submit button.

To vote on all resolutions displayed select the “vote all” option at the top of the screen.

To change your vote, reselect your choice. To cancel your vote, select the “cancel” button. You will be able to do this at any time whilst the poll remains open and before the Chair announces its closure.

Questions

Written questions can be submitted by selecting the messaging icon from the navigation bar and typing your question into the ‘Ask a question’ box. Click the arrow icon to submit the question.

Copies of questions you have submitted can be viewed by selecting ‘My Messages’.

Virtual microphone

If you would like to ask your question verbally, press the ‘Request to speak’ button at the bottom of the broadcast window. If you are watching the broadcast in full screen mode, this button is found at the top of the window.

Follow the on-screen instructions to join the queue.

Documents

Meeting documentation can be found within the documents tab in the navigation bar.

Documents can be read within the platform or downloaded to your device in pdf format.

Appointed proxies and corporate representatives

If you plan to participate in the meeting as a proxy or corporate representative, please contact our registrar Equiniti by emailing hybrid.help@equiniti.com. Your unique SRN and PIN, which is required to access the meeting, will be provided once a valid proxy appointment or letter of representation has been received.

To avoid delay accessing the meeting, contact should be made at least 24 hours prior to the meeting date and time.

Mailboxes are monitored 9.00am to 5.00pm Monday to Friday (excluding public holidays in England & Wales).

Getting to Hall 5 by Road

Hall 5 is in Farnborough, Hampshire, close to J4 of the M3. From the A331, follow the signposts for the A3011. NB Lynchford Road is currently closed to west-bound traffic and a diversion is in place. Follow the brown signs to “Exhibition Centre” – Hall 5 is accessed through Gate F at the far end of Aerospace Boulevard. SatNav users should enter GU14 6TQ and at the Queen’s roundabout follow the signs to Hall 5 via Gate F. Free parking is available in the designated car park.

Getting to Hall 5 by Rail

The nearest train station is Farnborough Main: please visit www.nationalrail.co.uk or tel: 03457 484950 for rail travel information. A complimentary shuttle bus service will be provided between Farnborough Main train station and Hall 5, as well as return to Farnborough Main after the meeting.

Light refreshments – but not lunch – will be provided, on arrival.

