

Shareholder Voting Instruction Card

Annual General Meeting of BAE Systems plc to be held on Thursday, 9 May 2024 at 9.30am.

Details for attending online 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 2023 and the Notice of Annual General Meeting 2024, 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.

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 9.30am on Tuesday, 7 May 2024.

As set out in the enclosed Notification of Annual Report 2023 and AGM 2024, the AGM will be digitally enabled and optimised for online attendance. If you wish to attend the AGM online 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.

Registering the appointment of a proxy electronically and/or voting online will not preclude you from voting on the Resolutions at the meeting.

Voting ID

Task ID

Shareholder Reference Number (SRN)

Accessing the BAE Systems 2024 AGM virtually

Visit <https://web.lumiagm.com/186277489> 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 half an hour prior to the start of the meeting. The meeting commences at 9.30am on 9 May 2024. 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 have been appointed as a proxy or corporate representative and plan to participate in the meeting online, please contact our registrar Equiniti by emailing hybrid.help@equiniti.com. Your unique SRN and PIN, which is required to access the online meeting, will be provided once a valid proxy or letter of representation has been received (NB proxy/corporate representative appointments must be lodged with the registrar no later than 48 hours prior to the meeting date and start time – please see the Notice of Meeting for further details).

To avoid delay accessing the online meeting, contact with Equiniti to obtain your unique SRN and PIN 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 and Wales).