

PRIVATE & CONFIDENTIAL

23 September 2024
HCT/EM - 18922/24

FATIMA AFIQA BINTI RUHAIZAT
Staff No: 2356299

Dear Fatima Afiqa,

OFFER OF PERMANENT EMPLOYMENT

We are pleased to inform that the Management has agreed to convert your position to a permanent position effective **01 October 2024**.

There is no change in your position, grade, and salary. All your terms and conditions of employment will remain the same except that you will no longer be on a fixed term contract. Other Terms and Conditions of Employment are in accordance with Group Human Capital Corporate Policy that is available in the Company's intranet.

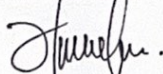
You may be required by the Company to be transferred or seconded to a subsidiary, affiliate, related company or an associate company of the Company within the Group, whether it is currently incorporated or is to be incorporated at a future date. During transfer or secondment, the terms and conditions of service of the subsidiary, affiliate, related company or an associate company shall apply, unless otherwise stated.

We hope that you will be excited by this news and we look forward to you accepting this offer of permanent employment.

Please confirm your acceptance of this offer by signing and emailing the signed letter by **26 September 2024** to (aishah.ayob@malaysiaairlines.com) to effect the above changes.

Thank you.

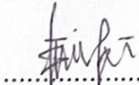
Yours sincerely,
For and on behalf of **AeroDarat Sdn Bhd.**



FARADAYA MACHMUD BUDIMAN
Manager
Group Human Capital

ACCEPTANCE

I, FATIMA AFIQA, hereby acknowledge that I have read and understood the contents of this letter and confirm that I *accept / reject* the offer.



Signature of employee

Name & Staff No: FATIMA AFIQA RUHAIZAT
2356299

Date: 24 SEP 2024

(*): Please delete whichever that is not applicable.

AeroDarat Services Sdn. Bhd. 201501020193 (1145529 A)

2nd Floor, Flight Management Building, Kuala Lumpur International Airport, 64000 Sepang, Selangor, Malaysia.

PRIVATE & CONFIDENTIAL

30 November 2025
HCT/EM/AA - 34720/25

FATIMA AFIQA BINTI RUHAIZAT

Staff No: 2356299

Dear Fatima Afiqa,

TRANSFER OF LOCATION

We are pleased to inform you that you will be transferred from Kuala Lumpur International Airport (KULAP) to Senai International Airport, Johor Bahru (JHBAP), effective 01 January 2026, as follows:

Department	: ADS - Domestic Ops Johor Bahru (EVA5DEPT81)
Section	: Domestic Ops Johor Bahru (EVA5SEC46)
Cost Centre	: ADS - Dom Ops JHB (3DJHB9C400)
Designation	: Customer Service Officer
Job Grade	: Officer (S3)
Reporting to	: Station Head MAG JHB

Please note that there will be no change in your salary and your other Terms and Conditions as a result these changes. As the transfer is being made at your own request, you will not be eligible for any transfer benefits as outlined in the Group Human Capital Corporate Policy.

Upon your transfer to your new Department / Role, you will return the previous Department all personal, sensitive, and confidential data, and copies thereof, or destroy/ permanently delete all such data you previously acquired that you no longer require or have use for in your new Department/Role.

Please acknowledge receipt by signing and returning the duplicate copy of this letter to the undersigned to indicate acceptance of the above.

We take this opportunity to wish you a continued success.

Thank you.

Yours sincerely,

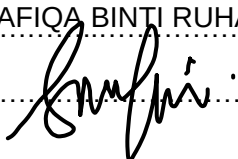


FARADAYA MACHMUD BUDIMAN

Manager
Group Human Capital

ACKNOWLEDGEMENT

I, FATIMA AFIQA BINTI RUHAIZAT staff no 2356299 acknowledge receipt of this letter.

Signature:  Date : 01DEC2025