

## Highlights of the Rules of Conduct and Procedure

1. Stockholders who registered online or who notified the company via email to [acemcbacolod@gmail.com](mailto:acemcbacolod@gmail.com) of their intention to participate in the Meeting via remote communication may ask or send their questions and comments to the same email address and in the chat box during the open forum.
2. The Moderator and Chairman of the ASM Programme Committee will read the questions and comments received before 9:00 AM of 14 August 2022 and those in the chat box during the Q & A which will take place during the open forum.
3. As indicated in the electronic voting platform on the website, there are nine (9) resolutions proposed for adoption by the stockholders in the Meeting. These proposed resolutions shall be flashed on the screen as the same is being taken up.
4. For Stockholders who have successfully registered to cast their votes electronically, the polls for the proposed resolutions and Election of Directors for 2022 in the Online Voting Portal shall remain open from 8:00 AM of 7 August 2022 until the adjournment of the 14 August 2022 Meeting.
5. The initial votes will be tabulated after the end of the proxy validation process. Preliminary tabulation results will be presented as the Resolution is taken up during the meeting. The results of the final tabulation of votes with full details of the affirmative and negative votes and abstentions will be reflected in the Minutes of this Meeting.