

## **Highlights of the Rules of Conduct and Procedure**

1. Stockholders who registered online or who notified the company via email to [businessoffice@apmcbacolod.com](mailto:businessoffice@apmcbacolod.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 of the ASM Programme Committee will read the questions and comments received before 9:00 AM of 11 June 2023. Questions which were not included during the meeting shall be forwarded to the Office of the Corporate Secretary for the appropriate response via email.
3. As indicated in the electronic voting platform on the website, there are six (6) 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 2023 in the Online Voting Portal shall remain open from 8:00 AM of 04 June 2023 until the adjournment of the 11 June 2023 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.