



NOTICE

TO: ALL PUBLICLY LISTED COMPANIES (PLC), PUBLIC COMPANIES AND OTHER COMPANIES WITH REGISTERED SECURITIES

SUBJECT: ALTERNATIVE MODE FOR DISTRIBUTING AND PROVIDING COPIES OF THE NOTICE OF MEETING, INFORMATION STATEMENT, AND OTHER DOCUMENTS IN CONNECTION WITH THE HOLDING OF ANNUAL STOCKHOLDERS' MEETING ("ASM") FOR 2024

DATE: __ February 2024

The Commission *en Banc* resolved in its meeting on 22 February 2024 to provide Publicly Listed Companies (PLCs), and other companies with registered securities under the supervision of the SEC Markets and Securities Regulation Department and the Corporate Governance and Finance Department an alternative mode of complying with the existing requirements in the conduct of their 2024 Annual Stockholders' Meeting (ASM), to wit:

- A. Concerned companies that would hold its ASM for 2024 are allowed to notify their stockholders about the ASM via an alternative mode by causing the publication of the Notice of Meeting in the **business section** of two (2) newspaper of general circulation, **in print and online format**, for two (2) consecutive days; *Provided that*, the **last** publication of the **Notice of Meeting** (print and online) shall be made no later than twenty-one (21) days prior to the scheduled ASM.
- B. The Notice of Meeting shall inform the shareholders of the following:
 1. Date, time and place of meeting and other information as may be required under the Revised Corporation Code, other issuances of the Commission or By-laws of the Corporation¹; and
 2. The availability of an electronic copy of the **Information Statement, Management Report, SEC Form 17A** and **other pertinent documents**, as may be necessary under the given circumstance:
 - (a) on the Company's website;
 - (b) and additionally, for PLCs, on the PSE Edge.

Compliance by the concerned companies with the foregoing shall be considered fulfillment of the requirements on the distribution and provision of the aforementioned documents as required under the 2015 SRC IRR, Revised Corporation Code and other applicable issuances of the Commission.

¹ In case the company would be holding its 2024 ASM through teleconferencing, video conferencing and other remote or electronic means of communication (MC 6, s.2020) requires additional information in the Notice of Meeting