

## **APPENDIX 1**

### **PROCEDURE FOR ATTENDING THE MEETING BY REMOTE COMMUNICATION**

1. The meeting will be by remote communication only, and will be made accessible via livestreaming at [www.asm.phinmacorp.ph](http://www.asm.phinmacorp.ph). Stockholders of record as of May 13, 2025 are entitled to attend and vote on each item of the agenda of said meeting.
2. Stockholders who intend to attend the meeting by remote communication should notify the Company by email to [phncorpsec@phinma.com.ph](mailto:phncorpsec@phinma.com.ph) on or before May 30, 2025.

For validation purposes, the email should contain the following information:

- (i) Name of the stockholder;
- (ii) address;
- (iii) telephone number;
- (iv) email address through which the stockholder may be reached;
- (v) a scanned copy of any valid government-issued identification card ("ID") with photo and signature of the stockholder;
- (vi) if attending through a duly-appointed Proxy, the name of the Proxy, together with a scanned copy of his/her valid government-issued ID with photo and signature; and
- (vii) If the stockholder is a corporation or other entity, the name of its authorized representative, the valid government-issued ID with photo and signature of the representative, together with its Corporate Secretary's certification stating the representative's authority to represent the corporation or entity in the meeting.

Only stockholders who have notified the Company of their intention to participate through remote communication as above-described, by themselves or through their proxies or representatives, and have been validated to be stockholders of record of the Company as of May 13, 2025 will be considered in determining attendance at the meeting.

3. Stockholders whose shares are lodged with brokers are also requested to provide broker's certification in addition to the requirements enumerated above.
4. Stockholders who do not register their participation in the meeting may still watch the same by accessing the livestreaming link indicated, but will not be considered present at the meeting.
5. Stockholders can only vote through a Ballot/Proxy submitted to the Corporation physically or via email to [phncorpsec@phinma.com.ph](mailto:phncorpsec@phinma.com.ph), on or before May 30, 2025. Ballot/Proxy should be accompanied with broker's certification for the vote to be considered.

The Ballot/Proxy form may be downloaded from <https://www.phinma.com.ph/investor-relations-program/>.

Only signatures of stockholders or their proxies or representatives on Ballots/Proxies that match their signatures appearing on the scanned copy of their government-issued identification card submitted during registration, as explained above, will be honored.

5. Stockholders may email to [phncorpsec@phinma.com.ph](mailto:phncorpsec@phinma.com.ph) their questions or comments on matters that are relevant to the meeting and the matters discussed on or before May 30, 2025. These will be answered during the meeting, subject to appropriateness, relevance and time limits, or by email.
6. The proceedings of the meeting will be recorded. A link to the recorded webcast of the meeting will be posted on the Company's website after the meeting.