

## PROCEDURE FOR VOTING AND PARTICIPATION VIA REMOTE COMMUNICATION

Citicore Energy REIT Corp. (the “Company”) shall be conducting its 2023 Annual Stockholders’ Meeting on **8 June 2023, at 3:00 P.M.** via remote communication (“2023 ASM”). In this regard, stockholders of record as of 18 May 2023 (“Stockholders”), shall be entitled to attend, participate, and vote in the 2023 ASM, in accordance with the procedure outlined below:

### I. VOTING IN ABSENTIA

1. The Stockholders who would like to vote in absentia shall register at [Registration Link](#) from 18 May 2023 to 01 June 2023, where they will be asked to provide the following information:

- a. **For individual Stockholders:**

- i. Full name;
- ii. Address;
- iii. Birthdate;
- iv. Email address;
- v. Phone number;
- vi. Mobile number;
- vii. Current photograph, with face fully visible;
- viii. Scanned copy of valid government-issued ID; and
- ix. For Stockholders with joint accounts, a scanned copy of an authorization letter signed by the other Stockholders, indicating who among them is authorized to cast the vote for the account.

- b. **For corporate Stockholders:**

- i. Corporate Name;
- ii. Address;
- iii. Email address;
- iv. Phone number;
- v. Mobile number;
- vi. Scanned copy of the Secretary’s Certificate or Board Resolution authorizing the representative of the corporation to cast the vote;
- vii. Current photograph of the representative authorized to cast the vote for the corporation, with face fully visible; and
- viii. Scanned copy of valid government-issued ID of the authorized representative.

The submissions of Stockholders shall immediately be validated by the stock transfer agent of the Company, Professional Stock Transfer, Inc., in coordination with the Corporate Secretary.

2. Upon validation, a Stockholder shall be sent a username and password to the email address he/she has provided during registration. The Stockholder shall use this username and password to log in to the voting page at [Voting Link](#) to be able to cast his/her vote in all the matters included in the agenda of the Company’s 2023 ASM.

When a Stockholder has finished voting, he/she shall be shown a summary of the votes he/she has cast. If the Stockholder is satisfied, he/she may click the "Submit" button; otherwise, the Stockholder may click the "Back" button to make any desired changes in his/her votes.

**The registered Stockholders shall be allowed to vote until 11:59 P.M. of 1 June 2023.** The votes shall be considered cast for all the shares of the Stockholder.

3. The Stockholders who register and vote in absentia are deemed to have given their permission to the collection, use, transfer, disclosure, sharing, storage, and other forms of processing (collectively "Processing"), by the Company or any relevant third party, of the personal data they have provided. The Processing of the Stockholders personal data shall be used for the purpose of voting in absentia during the 2023 ASM, including for any reason necessary or incidental thereto.

## II. VOTING BY PROXY

The Stockholders of the Company may also vote by completing the proxy form attached to the Information Statement. The completed and signed proxy form shall be submitted by the Stockholder to the Company's stock transfer agent, through electronic mail and/or personal service, from **18 May 2023 until 30 May 2023**. Please refer to the details provided below:

Through Electronic Mail:

**PROFESSIONAL STOCK TRANSFER, INC.**

Ms. Edelyn S. Jimeno – [info@professionalstocktransfer.com](mailto:info@professionalstocktransfer.com);

[edelyn.jimeno@professionalstocktransfer.com](mailto:edelyn.jimeno@professionalstocktransfer.com)

Through Personal Service:

**PROFESSIONAL STOCK TRANSFER, INC.**

10<sup>th</sup> Floor Telecom Plaza

316 Sen. Gil Puyat Avenue,

1209 Makati City

Contact Person: Ms. Edelyn S. Jimeno [info@professionalstocktransfer.com](mailto:info@professionalstocktransfer.com);

[edelyn.jimeno@professionalstocktransfer.com](mailto:edelyn.jimeno@professionalstocktransfer.com)

For the purpose of validation, the Stockholder must include the following in transmitting the completed and signed proxy form:

1. Full name of contact person;
2. Phone or mobile number of contact person;
3. Scanned copy of valid government-issued ID of the Stockholder and his/her appointed proxy (if not the Chairman of the Company); and
4. For corporate Stockholders, scanned copy of Secretary's Certificate or Board Resolution authorizing the representative to act as the proxy.

### III. **TABULATION OF VOTES**

Thereafter, the stock transfer agent of the Company shall tabulate the votes cast in absentia and by proxy. The results shall be verified by the Company's independent auditor, Isla Lipana & Co.

The total votes made in absentia and by proxy, as well as the number of shares represented by the same, shall be announced during the 2023 ASM.

### IV. **PARTICIPATION IN THE 2023 ASM THROUGH REMOTE COMMUNICATIONS**

1. The Stockholders may attend the meeting on **8 June 2023, at 3:00 P.M.**, through the following link: [Event Link](#). The 2023 ASM shall be broadcasted live via Microsoft Teams, which may be accessed either through a web browser or the Microsoft Teams application.
2. The Stockholders who have not voted in absentia or submitted their proxies may still attend the 2023 ASM through the link provided above. However, to be included in the determination of the quorum, they must notify the stock transfer agent of the Company of their intention to attend the 2022 ASM by emailing [info@professionalstocktransfer.com](mailto:info@professionalstocktransfer.com) or [edelyn.jimeno@professionalstocktransfer.com](mailto:edelyn.jimeno@professionalstocktransfer.com) by **5:00 P.M. of 6 June 2023**. Such Stockholders must provide or attach in the email the requirements listed in Section I (1) (a) or I (1) (b), as the case may be, in order to be validated.
3. In view of the foregoing, the quorum for the 2023 ASM shall be determined based on the following:
  - a. The Stockholders who were validated and voted in absentia;
  - b. The Stockholders who submitted their proxy forms and were validated; and
  - c. The Stockholders who notified the Corporate Secretary of their intention to attend the 2023 ASM and were validated.
4. During the 2023 ASM, Stockholders will be given the opportunity to raise any questions or comments, by submitting the same in a chat box that will be made available to them throughout the live broadcast. The Company shall acknowledge, read out loud, and address such questions or comments.

The Stockholders are, however, encouraged to furnish all questions, concerns, or comments to the Company prior to the 2023 ASM, by emailing the same to the stock transfer agent of the Company at [info@professionalstocktransfer.com](mailto:info@professionalstocktransfer.com), [edelyn.jimeno@professionalstocktransfer.com](mailto:edelyn.jimeno@professionalstocktransfer.com) and/or to the Corporate Secretary at [corpsecretary@creit.com.ph](mailto:corpsecretary@creit.com.ph) by **5:00 P.M. of 6 June 2023**. These questions, concerns, or comments shall be answered during the 2023 ASM. Any unanswered questions shall be addressed via email.