

## REGISTRATION AND VOTING PROCEDURES

### Vote Required

- a. Each share of the common stock outstanding on the record date will be entitled to one (1) vote on all matters.
- b. In the election of directors, the ten (10) nominees with the greatest number of votes will be elected directors. If the number of nominees does not exceed the number of directors to be elected, the Secretary of the meeting, upon motion made, is instructed to cast all votes represented at the meeting in favor of the nominees. However, if the number of nominees exceeds the number of directors to be elected, voting shall be done by ballots. Cumulative voting shall be followed.
- c. Only those stockholders who have notified the Company of their intention to participate in the meeting through remote communication, together with the stockholders who voted in absentia and by proxy, will be included in the determination of quorum at the meeting. By participating remotely and by proxy, a stockholder shall be deemed present for purposes of quorum. The vote of the stockholders representing the majority of the quorum shall be required to approve any action submitted to the stockholders for approval.
- d. For all proposals or matters submitted to a vote, the affirmative vote of stockholders holding at least a majority of the Company's outstanding capital stock present or represented by proxy and entitled to vote shall be necessary. Unless required by law, or the stockholders, in this meeting, the shares will be voted by casting it in the official ballot or proxy form submitted on or before the end of business day of June 17, 2022.
- e. Counting of votes shall be done by the Corporate Secretary or Assistant Corporate Secretary with the assistance of the independent auditors and the Company's stock transfer agent.

### Voting Method

#### A. Registration.

All stockholders of record may register until the close of business day of June 17, 2022. They are required to provide a valid identification card, an active email address and active contact number. For corporate stockholders, proof of authority of the representative is required (i.e. Secretary's Certificate of appointment of the authorized representative). A confirmation email will be sent no later than 3 calendar days to the stockholder once registration is complete or lacking requirements need to be provided.

#### B. Voting.

A registered stockholder may vote:

1. *Ballot*. A registered stockholder may electronically vote in absentia. After registration, the stockholder may cast votes on the agenda items for approval by accomplishing a ballot. Each stock is entitled to one vote. Hence, the total number of votes the stockholder is allowed to cast shall be based on the number of shares he/she owns. The accomplished ballot should be submitted via email to [asm2022@gfni.com.ph](mailto:asm2022@gfni.com.ph) before June 17, 2022. A confirmation email will be sent no later than 3 calendar days to the stockholder that his/her vote has been recorded.
2. *Proxy*. A registered stockholder may vote by proxy. Stockholders may execute the proxy form (available on the website or requested via email) and send a scanned copy to [asm2022@gfni.com.ph](mailto:asm2022@gfni.com.ph) before the end of business day of June 17, 2022.

3. If a stockholder avails of the option to cast his/her vote electronically in absentia and also issues proxy votes with differing instructions, the duly accomplished ballots sent through email shall be the one counted.

C. Livestream

A link to the meeting will be sent to all registered stockholders to access the meeting. Technical assistance prior and during the meeting is available and may be requested via email to [asm2022@gfni.com.ph](mailto:asm2022@gfni.com.ph). After the meeting, a recording of the proceeding will be posted on [gfni.com.ph](http://gfni.com.ph) and may also be requested by email to [asm2022@gfni.com.ph](mailto:asm2022@gfni.com.ph).

D. Question and Answer

Registered stockholders may send their questions and/or comments prior to the ASM through email at [asm2022@gfni.com.ph](mailto:asm2022@gfni.com.ph) until close of business day of June 27, 2022. Questions/comments received but not entertained during the open forum due to time constraints will be addressed separately via email response.

For clarifications, please contact the Office of the Corporate Secretary via email at [epclaro@gfni.com.ph](mailto:epclaro@gfni.com.ph).