



METHODS AND PROCEDURES **FOR PROXY VOTING**

According to the provisions of articles 16 of the Articles of Association, the shareholders entitled to attend the General Meeting are those who own at least 150 shares and have had them registered, in the case of Class D shares in the corresponding accounting register, and in the case of Class C shares in the register of registered shares, no later than five days prior to the scheduled date of the Meeting in both cases.

Attendance cards will be issued, for the owners of Class D shares, by the member body of the Securities Registry, Clearing and Settlement Institution (*Sociedad de Gestión de los Sistemas de Registro, Compensación y Liquidación de Valores*) that is appropriate in each case, and for the owners of Class C shares, by the Secretary of the Board of Directors of Compañía Logística de Hidrocarburos CLH, S.A., up to forty-eight hours before the General Meeting is held.

Also, in accordance with the provisions of articles 17 of the Articles of Association, every individual shareholder who has the right to attend may appoint a proxy to represent them at the General Meeting even though that person is not a shareholder. Corporate shareholders may attend the Meeting through the individual or individuals, whether shareholders or otherwise, who hold their legal or voluntary representation. Voluntary representation of the shareholder will be conferred in writing and will be special for each Meeting and for this, they may use the formula printed for the purpose, with the legal requirements, on the attendance card issued by the Company or by the Entities authorized to do so by law, without prejudice to the provisions of articles 186 and 187 of the Capital Company Law.

Conferral of representation must be notified in writing by the shareholder or their representative, addressed to the Secretary of the Board of Directors, and must be received at the business address of the Company at least two days prior to the date fixed for holding the Meeting at first call, accompanied by the document that proves representation and the attendance card of the represented shareholder in order for such representation to be official and for its adequacy to be assessed.