



Republic of the Philippines
Department of Finance
Securities and Exchange Commission

NOTICE

TO : ALL PUBLICLY LISTED COMPANIES (PLC) AND OTHER COMPANIES WITH REGISTERED SECURITIES UNDER MSRDC'S SUPERVISION (Collectively Referred to as "Concerned Companies")

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 2020

DATE : APRIL 20, 2020

Recognizing that the declaration of enhanced community quarantine in Luzon and other parts of the country due to the COVID-19 pandemic has resulted in restricted movement and temporary business and work suspension, which thus, has affected the processes needed to produce the meeting materials as well as the physical distribution of the said materials to the stockholders, the Commission en Banc resolved in its 16 April 2020 meeting to provide an alternative mode of complying with the existing requirements to conduct the ASM for 2020, to wit:

- A. Concerned companies that would hold its **ASM for 2020** are allowed to notify their stockholders about the ASM via an alternative mode by causing the publication of the **Notice of Meeting** informing 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** and **Management Report** and **SEC Form 17A** and **other pertinent documents**, as may be necessary under the given circumstance, in the following locations:
 - 2.1 Company's website; and
 - 2.2 PSE Edge.

The Notice of the Meeting shall be published 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 on-line) shall be made no later than twenty-one (21) days prior to the scheduled ASM.

- B. 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 2020 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