

**Requirements and Procedures for Voting and Participation in the  
2026 Annual Stockholders' Meeting ("2026 ASM")  
of Paxys Inc.  
(the "Company")**

The 2026 Annual Stockholders' Meeting of Paxys, Inc. will be held on May 12, 2026, at 10:00 am ("2026 ASM") via virtual meeting and may be accessed through the following link: [www.paxys.com/ASM2026.html](http://www.paxys.com/ASM2026.html).

Stockholders of record as of April 10, 2026 are entitled to participate and vote in the 2026 ASM.

**I. Stockholders shall provide the following documents for registration:**

*For Individual Stockholders:*

- i. Registration Form (provided in the website);
- ii. Clear digital copy of the front and back portion of any valid government-issued identification cards (or "ID"), such as but not limited to a passport, driver's license, SSS ID, senior citizen ID, for validation of registration of the shareholders (up to 2MB);
- iii. If a representative will sign on behalf of stockholder, the registration form must be submitted together with a duly executed Special Power of Attorney showing the authority of the representative to sign on behalf of the individual stockholder;
- iv. Proxy Form, if applicable; and
- v. Clear digital copy of the front and back portion of any valid government-issued ID, such as but not limited to a passport, driver's license, SSS ID, senior citizen ID of the Proxy, if applicable.

*For Individual Stockholders with joint accounts:*

- i. Registration Form (provided in the website);
- ii. Letter of Authorization signed by other stockholders indicating the person among them authorized to cast the votes;
- iii. Clear digital copy of the front and back portion of any valid government-issued ID, such as but not limited to a passport, driver's license, SSS ID, senior citizen ID, for validation of registration of the shareholders (up to 2MB);
- iv. Proxy Form, if applicable; and
- v. Clear digital copy of the front and back portion of any valid government-issued ID, such as but not limited to a passport, driver's license, SSS ID, senior citizen ID of the Proxy, if applicable.

*For Corporate Stockholders:*

- i. Registration Form (provided in the website);
- ii. Duly executed Secretary's Certificate showing the authority of the representative to sign on behalf of the Company;

- iii. Clear digital copy of the front and back portion of any valid government-issued identification cards (ID), such as but not limited to passport, driver's license, SSS ID, senior citizen ID, of the authorized representative (up to 2MB);
- iv. Proxy Form, if applicable; and
- v. Clear digital copy of the front and back portion of any valid government-issued identification cards (ID), such as but not limited to passport, driver's license, SSS ID, senior citizen ID of the Proxy, if applicable.

***For PCD Participant/Broker Accounts or "Scripless Shares":***

i. Individual owners:

- Registration Form (provided in the website);
- Clear digital copy of the front and back portion of any valid government-issued ID, such as but not limited to a passport, driver's license, SSS ID, senior citizen ID, for validation of registration of the shareholders (up to 2MB);
- Certificate of Shareholdings issued by the Philippine Depository & Trust Corp. ("PDTC");
- Proxy Form, if applicable; and
- Clear digital copy of the front and back portion of any valid government-issued ID, such as but not limited to a passport, driver's license, SSS ID, senior citizen ID of the Proxy, if applicable.

ii. Corporate owners:

- Registration Form (provided in the website);
- Duly executed Secretary's Certificate showing the authority of the representative to attend and sign on behalf of the PCD Participant/Broker and the Beneficial Owner;
- Certificate of shareholdings issued by the PDTC;
- Proxy Form, if applicable; and
- Clear digital copy of the front and back portion of any valid government-issued ID, such as but not limited to a passport, driver's license, SSS ID, senior citizen ID of the Proxy/Representative, if applicable.

**II. The following procedures and requirements provided the ways in which the Company's stockholders can participate and vote in the 2026 ASM.**

**A. PARTICIPATION AND VOTING BY PROXY**

1. For individual stockholders holding certificated shares in the Company - Download the file: "Proxy Form for Individual Stockholder".

2. For stockholders holding 'scripless' shares, or shares held under a PCD Participant/Broker – Download the file: "Proxy Form for Individual Stockholder or Corporate Stockholders". Stockholders must coordinate with their brokers for the execution of this type of proxy and Certificate of Shareholdings. Stockholders may instruct his broker to directly send the executed proxy and certificate to the Assistant Corporate Secretary at the address provided below not later than the close business on May 2, 2026.
3. For Corporate Stockholders – Download the file: "Proxy Form for Corporate Stockholder". For the secretary's certificate, refer to the Sample Secretary's Certificate uploaded in the website. The Company will accept a scanned copy of the signed and notarized secretary's certificate. Hard copies of the signed and notarized secretary's certificate must be sent to the Assistant Corporate Secretary not later than the close business on May 2, 2026.
4. General instructions on Voting through Proxy:
  - (a) Download and fill up the appropriate Proxy Form. Follow the instructions on how to cumulate or allocate votes in the election of directors. The Chairman of the meeting, by default, is authorized to cast the votes pursuant to the instructions in the proxy.
  - (b) Send a scanned copy of the executed proxy through email to [investor\\_relations@paxys.com](mailto:investor_relations@paxys.com) not later than the close business on May 2, 2026.
  - (c) Stockholders must send a hard copy of the signed proxy not later than the close business on May 2, 2026, to: The Assistant Corporate Secretary at 15<sup>th</sup> Floor, Paxys Inc., 6750 Ayala Office Tower, Ayala Ave., Makati City
  - (d) Deadline for the submission of proxies is on May 7, 2026, to give time for the Proxy Validation Committee to review and validate the proxies received in accordance with the Company's By Laws.

**B. PARTICIPATION OR VOTING IN ABSENTIA**

1. Instead of voting by proxy, stockholders may choose to directly vote for the matters set out in the agenda for the 2026 ASM (including casting votes in the election of directors) through the Registrations Forms provided at <https://www.paxys.com/ASM2026.html> until May 2, 2026. Stockholders must provide the information required and upload/email the documents needed to complete their registration and to cast their votes, which are then subject to verification and validation by the Office of the Assistant Corporate Secretary.
2. The Registration Form contains the agenda items for approval as set out in the Notice and Agenda for the 2026 ASM.
  - (a) For items other than the election of directors, stockholders have the option to vote: In Favor of, Against, or Abstain.
  - (b) For the election of Directors, stockholders have the option to vote his shares for all nominees, not vote for any nominees, or vote for one or some nominees only, in such number of shares as the stockholder prefers, provided that the total number of votes cast shall not exceed the number of shares owned, multiplied by the number of directors to be elected.

- (c) Once the stockholder finalizes his votes, he can proceed to submit the accomplished form by clicking the 'Submit' button or sending his Registration Form, together with the other required identification documents, to [investor\\_relations@paxys.com](mailto:investor_relations@paxys.com).
  - (d) After the votes have been submitted, the stockholder may no longer change his/her vote.
3. Thereafter, the Office of the Assistant Corporate Secretary will send a confirmation email to the stockholder once his/her account has been verified and his/her vote has been recorded. If the account of a stockholder cannot be verified, then the votes cast by the non-verified stockholder shall not be recorded.
  4. The Office of the Assistant Corporate Secretary shall tabulate all valid and confirmed votes cast, together with the votes cast through proxies. The Board of Election Inspectors will thereafter validate the results.
  5. Note that registration and voting is open until 5:00 pm of May 2, 2026. The registration function in the provided link will be disabled after this time to give the Corporate Secretarial Team time to collate and validate registration and votes received through the website and email. Stockholders will not be able to cast votes during the virtual meeting of the 2026 ASM.

### III. ATTENDANCE IN THE 2026 ASM BY REMOTE COMMUNICATION

1. Stockholders who intend to participate in the 2026 ASM remotely may register using the link: <https://www.paxys.com/ASM2026.html> until 12:00 noon of May 2, 2026.
2. To register and vote, stockholders will need the requirements under Item A above, depending on the type of ownership. Stockholders will also need to upload a valid ID as proof of identification.
3. Upon successful registration, the stockholder will receive an email confirmation and a unique link which can be used to log in and view the virtual meeting of the 2026 ASM.
4. Please note that due to the limitations of available technology, voting will not be possible during the May 12, 2026 virtual meeting of the 2026 ASM, but participants may send questions or remarks via [investor\\_relations@paxys.com](mailto:investor_relations@paxys.com).
5. The proceedings during the 2026 ASM will be recorded.

*For more questions and clarifications, stockholders may visit the Company's website at <https://www.paxys.com/index.html> or contact:*

*The Assistant Corporate Secretary at [investor\\_relations@paxys.com](mailto:investor_relations@paxys.com)  
Telephone: (+632) 8250-3800*