

	<p>is also discussed during the regular LMC Meeting.</p> <p>In cases when employees have committed violations, Holcim Philippines ensures that due process is observed at all times. The Code of Conduct sets a fair process when conducting investigations and coming up with decisions. All parties involved are given the opportunity to explain their sides before a decision shall be finalized and executed.</p>
What are the Opportunity/ies Identified?	Management Approach
<p>Our employees are free to discuss their concerns and grievances to their immediate superiors, department heads, functional heads, O&HR, and Legal. If they are not comfortable to speak up via face-to-face, the Company has established the Integrity Line, our secure web-based and phone-based advice and issue reporting system administered by an independent third party.</p>	<p>The Company, together with the Labor Union, had established a Grievance Procedure to discuss and resolve any grievance or disputes raised. The steps are as follows:</p> <ol style="list-style-type: none"> 1. The aggrieved employee and his union representative, if any, shall state in writing the circumstances, witnesses, and reasons for the dispute. The written grievance shall then be submitted to the Plant Manager concerned for resolution. This precludes that the discussion at the section and department level has already been exhausted and no resolution is reached. 2. The Plant Manager concerned shall render his decision on the grievance within seven (7) working days upon receipt of the grievance. He may opt to conduct further hearing or investigation in resolving the grievance. Should the aggrieved employee be satisfied with the decision, then the grievance is rendered resolved. 3. If the grievance remains unresolved, it is submitted to the Grievance Council (GC) for deliberation within twelve (12) working days upon submission thereof. If the aggrieved employee is satisfied with the result, the grievance is considered ended. 4. If the GC fails to resolve the grievance to the aggrieved employee's satisfaction, the grievance is submitted for voluntary arbitration, which decision shall be final and executory, subject only to an appeal with the Supreme Court.

Supply Chain Management

Do you have a supplier accreditation policy? If yes, please attach the policy or link to the policy:

Yes.

Do you consider the following sustainability topics when accrediting suppliers?

Topic	Y/N	If Yes, cite reference in the company policy
Environmental performance	Y	Signed Vendor Master Agreement
Forced labor	Y	
Child labor	Y	
Human Rights	Y	
Bribery and corruption	Y	

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
Holcim Philippines has a supplier accreditation process which considers different environmental, social, and governance topics as requirements for our suppliers, depending on the type of product or service to be provided.	<p>As part of the Company's accreditation process, suppliers are required to answer a self-assessment questionnaire on sustainable development and to sign a Vendor Master Agreement (VMA) which affirms, among others, the suppliers' commitment to the SPI.</p> <p>In addition, suppliers also agree to a fact-finding inspection or audit, if necessary, by Holcim Philippines or a designated representative to check actual compliance with the SPI.</p>
What are the Risk/s Identified?	Management Approach
Some suppliers such as service providers, suppliers of quarried materials, and transport providers may have a high ESG impact.	<p>The Company determines the potential ESG impacts of our suppliers through the self-assessment questionnaire on Sustainable Procurement. The process includes validation and audit.</p> <p>In case of non-compliance to our Anti-Bribery Corruption Directives and other serious violations, suppliers are blacklisted. This is monitored via reports in the LH Group's Integrity Line. There were no instances of supplier blacklisting in 2020.</p>

What are the Opportunity/ies Identified?	Management Approach
The Company only deals with legitimate businesses that comply with relevant laws and regulations and embrace the ideals and policies of the LH Group. We acknowledge the opportunity of pushing our sustainability agenda throughout our supply chain through the SPI.	The Company encourages our suppliers to be more sustainable through educating and informing workers of their rights, implementing health and safety related programs for contractors, and executing the SPI.

Relationship with Community

Significant Impacts on Local Communities

Operations ^b with significant impacts on local communities	Location	Vulnerable groups ^a	Does the particular operation have impacts on indigenous people?	Collective or individual rights that have been identified that or particular concern for the community	Mitigating measures or enhancement measures
Bulacan Integrated Plant	Norzagaray, Bulacan	Children, Elderly	No	Fugitive dust negatively affecting the communities near the plant	Information campaign and consultation meetings held with key stakeholders to cascade continuous technical improvements to the plant to mitigate environmental concerns. Open communication is also promoted to all stakeholders to immediately address issues and prevent misunderstanding.
Davao Integrated Plant	Bunawan, Davao City		No		
La Union Integrated Plant	Bacnotan, La Union		No		
Lugait Integrated Plant	Lugait, Misamis Oriental		No		
Mabini Grinding Plant	Mabini, Batangas		No		
Calumpit Bag Plant	Calumpit, Bulacan	N/A	No	N/A	Community impact is minimized because although the facility is situated near

					households, the noise and dust levels are insignificant since cement products are not produced here. The remaining risk of washed ink for bag coloring seeping in nearby irrigation canal but is mitigated by pollution control facilities installed in the plant.
Calaca Terminal	Calaca, Batangas	N/A	No	N/A	Community impact is minimized because the site is situated inside an industrial estate/zone.
Bicutan Dry-Mix Plant	Bicutan, Paranaque	N/A	No	N/A	
Manila Terminal	Tondo, Manila	N/A	No	N/A	Community impact is minimized because the site is situated inside a port-city complex
Iloilo Terminal	Lapuz, Iloilo City	N/A	No	N/A	

^a Vulnerable sector includes, elderly, persons with disabilities, vulnerable women, refugees, migrants, internally displaced persons, people living with HIV and other diseases, solo parents, and the poor or the base of the pyramid (BOP; Class D and E).

^b These are business operations that excludes CSR projects.

For operations that are affecting IPs, indicate the total number of Free and Prior Informed Consent (FPIC) undergoing consultations and Certificate Preconditions (CPs) secured and still operational and provide a copy or link to the certificates if available: N/A

Certificates	Quantity	Units
FPIC process is still undergoing	N/A	#
CP secured	N/A	#

What are the Risk/s Identified?	Management Approach
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<p>The Company's site CSR personnel gather feedback via their regular interactions with the primary impact community and key stakeholders. They report to the Plant Management Team any concern that requires immediate action.</p>	<p>The stakeholder engagement strategy utilized by Holcim Philippines is guided by the LH Group directives. The local team is then tasked to apply the directive via regular engagement with the primary impact communities. The annual sustainability report led by the LH Group provides an added safeguard to the learning process and necessary adjustments are continued. The sites also set-up local Community Advisory Panels. This group acts as a venue for interactions with representatives from the local community with the site manager, members of the management team, and supporting functions as required.</p> <p>Feedback gathered by the CSR personnel requiring immediate action are reported to the Plant Management Team. If the concern cannot be resolved at this level, it is elevated to the concerned department or functional head at the Corporate Office who can best address the grievance and provide appropriate advice. The Communications Team supports the coordination for this process.</p>
What are the Opportunity/ies Identified?	Management Approach
<p>Holcim Philippines subscribes to the LH Group's sustainable development strategy, The 2030 Plan. This summarizes the Company's vision and embraces this main challenge for society around the world, which should resonate with all types of stakeholders. Out of the 17 Sustainable Development Goals, the Company aims to support 14 of those that equally address key focus areas: (1) Climate, (2) Circular Economy, (3) Water & Nature, and (4) People & Communities. Under People & Communities is Holcim Philippines' overall corporate citizenship campaign, Holcim Helps, which provides direction for all CSR initiatives across all operating sites.</p>	<p>Given the corporate goal to support the 2030 Plan, there is more effort given to align our CSR programs to the key focus areas. These consider in perspective the critical needs of the communities and a deeper understanding of the target issues where our operating sites can support and help. The site CSR personnel would conduct regular community consultations for the development of the right programs that would be relevant to address the identified needs.</p> <p>The Company partners with several civic organizations and LGUs to ensure the proper implementation of our programs. We are also hoping to utilize the CSR networks we are currently participating in, such as the various foreign chambers, the League of Corporate Foundations, Philippine Business for Social Progress, and the Fair Building Network to maximize the reach and scale of our CSR interventions. Partnership projects have been implemented with the United Nations Human Settlement Programme, the Habitat for Humanity, the Manila Water Foundation, and</p>

	government agencies like the TESDA, DENR, and DILG.
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Customer Management

Customer Satisfaction

Disclosure	Score	Did a third party conduct the customer satisfaction study? (Y/N)
Customer Satisfaction ^a	52%	N

^a NPS Score based on Case Management data only.

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
The Company's Customer Satisfaction (CSAT) surveys are being conducted as part of our Feedback Resolution process, commonly known as Case Management. This process aims to address negative feedback or complaints; and to document the positive feedback or commendation of the customers. These CSAT results were logged in the company's Customer Relationship Management (CRM) tool via Salesforce.com.	<p>Aside from the CSAT incorporated in the Case Management process, the company also conducts After Action Reviews to obtain areas for improvement and get positive experiences from the customers on our initiatives. In the interest of our customers' safety, some of the trade marketing activities have been transformed to digital engagement as a means to adapt to the changing ways of business conduct. To ensure effectiveness, the Sales Activation Team has rolled out a CSAT survey to ensure that the objective of the initiative is being met; and to improve the initiative further, as deemed fit.</p> <p>The shift in digital engagement for the majority of customer engagements is a result of the Customer Pulse Survey conducted at the start of Q3 2020 to understand the situation of our business partners, and to determine the kind of engagement that will be most effective especially during the pandemic. The result, which validated the importance of digital engagements, were presented to colleagues and to the members of the Executive Committee.</p>
What are the Risk/s Identified?	Management Approach
Customer Satisfaction may be greatly affected by issues and concerns experienced by	Issues and/or concerns raised by the customers were assigned to solution providers for

<p>customers. Based on our Case Management Data, the common issues are invoicing in payment, logistics delivery and pickup, product and packaging quality, and product and service pricing.</p>	<p>resolution. The solution providers, identified per customer journey, were notified through SFDC - wherein they can see the detail of the feedback together with the supporting documents, if any. After the solution providers give their update in the case, the Customer Experience Team will get in touch with the customers to validate the company's action and to get their feedback on the overall issue resolution process.</p> <p>Holcim Philippines has implemented the following resolutions for the common issues raised:</p> <ul style="list-style-type: none"> ● Invoicing in Payment: Easybuild enhancement on eInvoice, an electronic version of the printed sales invoices which will be available for download and convenience. An automated email notification will be sent to the registered email address once an invoice becomes available. This initiative was released last December 7, 2020. ● Logistics Delivery & Pick Up: Improvement on operations and process review to provide sustainable solutions. ● Product & Packaging Quality: The Technical Services Team is working, on a per complaint basis, to address these complaints. Complaints on cement quality are usually attributed to workability of the concrete. ● Product & Service Offerings: Discussion with customers on the reason of price variance.
What are the Opportunity/ies Identified?	Management Approach
<p>The Company is continuously working to improve customer engagement and experience even with the COVID-19 pandemic.</p>	<p>To address the feedback of the customers from the Customer Pulse Survey, Marketing and Sales Team recalibrated the way of conducting customer engagements. As an example, using free digital platforms, the company's leaders and Sales team held meetings called EKumustahan with close to a hundred key customers to provide important company updates in light of the pandemic, which had an average positive rating of 95% from participants.</p>

	<p>The Company also assured customers about the safety of operations through online sessions about the COVID-19 controls at its sites through the E-Customer Safety Engagement.</p> <p>Furthermore, Holcim Philippines shared tips to hardware store partners on how to keep safe amid the pandemic by sharing best practices in this area. Finally, the company established the Excellent Squad FB Community to engage tinderas and cement truck drivers of partners to take advantage of people's heavy use of Facebook during this period. This enabled the Company to have a fun and light way to interact with these key people while also driving sales.</p> <p>The Company has also started the groundwork for the various improvements on its Easybuild Customer Portal (Easybuild) and other digital channels. To improve customer experience and provide further ease on the self-service platform, enhancements on Easybuild include improvement on sales order creation, inclusion of feedback management and information dissemination features, and introduction of e-invoice and e-pod functionalities. Majority of the enhancements will be released within the first two weeks of January 2021.</p>
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Health and Safety

Disclosure	Quantity	Units
No. of substantiated complaints on product or service health and safety ^a	0	#
No. of complaints addressed	0	#

^a Substantiated complaints include complaints from customers that went through the organization's formal communication channels and grievance mechanisms as well as complaints that were lodged to and acted upon by government agencies.

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
Customers are insured and are aware of the proper storage, transport, and handling of products.	Holcim Philippines provides a material safety data sheet (MSDS) of cement products to the customers wherein information on the product content, safe use of product, and disposal

	<p>including the possible environmental or social impacts are indicated. We strictly implement quality control guidelines to ensure products are within the health and safety standards.</p> <p>We also engage with the customers through the CSEP spearheaded by the Sales Team wherein, proper storage, secured transport, and safe handling of products are communicated and illustrated.</p>
What are the Risk/s Identified?	Management Approach
The COVID-19 pandemic serves as a customer health and safety risk because of face-to-face interactions.	<p>Holcim Philippines' E-CSEP is meant to inform customers on the COVID-19 health and safety guidelines implemented in our sites and share best practices that business partners can implement in their operations. The Trade Marketing team held this for 150 customers with support from the company's Health, Safety, and Security department.</p> <p>During these E-CSEP sessions, the company also shared updates on business protocols in all sites aligned with those being implemented by local governments. The sessions also served as an avenue to discuss areas for improvement especially for possible breaches.</p>
What are the Opportunity/ies Identified?	Management Approach
There is no significant opportunity identified.	

Marketing and Labelling

Disclosure	Quantity	Units
No. of substantiated complaints on marketing and labelling ^a	0	#
No. of complaints addressed	0	#

^a Substantiated complaints include complaints from customers that went through the organization's formal communication channels and grievance mechanisms as well as complaints that were lodged to and acted upon by government agencies.

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
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<p>Holcim Philippines complies with relevant marketing and labeling laws and regulations. Our stakeholders such as customers, government regulators, and advertising agencies are free to contact the Company through our hotline and commercial personnel in cases when there are inconsistencies in the marketing and labeling of our products.</p>	<p>Some of the guidelines, laws, and regulations related to marketing and labeling that is followed by the Company are:</p> <ul style="list-style-type: none"> ● PNS mandatory bag markings ● LH Group Brand Guidelines (packaging) ● LH Group Branding Guidelines ● HPI Media Communications Guidelines ● HPI Social Media Guidelines <p>We also strictly adhere to the PNS directives of DTI BPS on matters related to product licensing and labeling. We participate in DTI's annual audits in securing certification for our products, approval for new packaging designs prior to commercial run, and Technical Committee discussions for CEMAP.</p>
What are the Risk/s Identified?	Management Approach
<p>Non-compliance to marketing and labeling regulations may lead to suspension, recall, and revocation of our Philippine Standards (PS) license; issuance of show cause order; ceasing from further supplying, distributing, and selling our products in the Philippine market; and issuing, publishing, and implementing product recall.</p> <p>Aside from legal repercussions, not having accurate marketing protocols may lead to our customers committing errors in selecting the proper product for the correct applications. Incomplete or wrong claims may result in misguided product expectations causing risk to structural integrity of structures where our products were used.</p>	<p>The Marketing & Innovations team ensures adherence to proper labeling regulations issued by the government (DTI), as well as the LH Brand Guidelines which provides guidelines on product and usage information on our products' packaging and communication materials.</p> <p>The DTI released Memorandum Circular (MC) No. 20-56 on 28 October 2020 providing Supplemental Guidelines for the Implementation of DAO 17-06, Series of 2017 or "The New Rules and Regulations Concerning the Mandatory Certification of Portland Cement and Blended Hydraulic Cement with Pozzolan." This requires all locally manufactured and imported cement products shipped in bulk and bagged in a PS-licensed bagging facility to be permanently marked with the name and address of the manufacturer, the country of manufacture, and the words "Bagged by:", followed by the name and address of the bagging facility. The MC aims to address the concerns on the product label of imported cement products shipped in bulk and bagged in the Philippines but labeled as "Product of the Philippines" which causes confusion among consumers as it is not reflective of the imported products' country of origin or manufacture. Holcim Philippines is complying with the necessary markings as the MC is effective 60 days from effectivity of the circular,</p>

	wherein the DTI will conduct inspection of compliance to the MC by 31 December 2020.
What are the Opportunity/ies Identified?	Management Approach
There is no significant opportunity identified.	

Customer privacy

Disclosure	Quantity	Units
No. of substantiated complaints on customer privacy ^a	0	#
No. of complaints addressed	0	#
No. of customers, users, and account holders whose information is used for secondary purposes	0	#

^a Substantiated complaints include complaints from customers that went through the organization's formal communication channels and grievance mechanisms as well as complaints that were lodged to and acted upon by government agencies.

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
Holcim Philippines values our customers data privacy because they are our partners in business. Hence the Company requires our Sales Officers to ensure that Customers. accomplish External Consent Forms and measures to ensure privacy of customer data are in place.	<p>Our Customer Information Sheet was drawn up to ensure only necessary information are collected consistent with the purposes of the collection. The Company engages third parties who commit to uphold customer data privacy and enforces contractual commitments to comply with laws and regulations.</p> <p>The privacy rights of Customers and other third parties are always upheld and assistance in exercising their rights are available in various fora. Holcim Philippines' customer care hotlines and portals allow customers to update, review and/or revise any data provided pursuant with their dealings with the Company.</p>
What are the Risk/s Identified?	Management Approach
Improper handling of customer privacy may lead to compliance and reputational risks.	Holcim Philippines has a centralized structure for privacy management where the Data Protection Officer is responsible for privacy related matters including customer privacy. The Company continuously trains and communicates to employees who handle employee and customer

	<p>data to current policies and company directive to ensure customer privacy and protection are handled with prompt and caution.</p> <p>Holcim Philippines makes available venues for customers to raise concerns with regard to their individual privacy through and customer care hotlines and customer contact partners.</p>
What are the Opportunity/ies Identified?	Management Approach
We recognize the opportunity to continuously improve our customer privacy policies and measures.	<p>The Company consistently updates and improves training for employees commencing from new employee onboarding and continues with periodic training on fundamental aspects of data privacy, data subject rights, cybersecurity and other practical and applicable policies and directives related to data protection.</p> <p>As part of the LH Group, the Company engages the services of independent third parties to review and audit the Company's actions within a specified period of time to determine compliance with current trends on data protection and cybersecurity and standard policies and guidelines. Likewise, the Company's Internal Controls and Quality Assurance Department and the Company's external auditor annually check the Company's compliance to LH Group's policies and guidelines, particularly, the administration of the required employee training and other requirements of data protection</p>

Data Security

Disclosure	Quantity	Units
No. of data breaches, including leaks, thefts and losses of data	0	#



What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
Holcim Philippines highly values our IT Security for the protection of our information.	The Company adopts and enforces the LH Group's directives on IT Security. The Group's IT

	Policy focuses on three domains: IT Security, IT Service Management, and other IT processes
What are the Risk/s Identified?	Management Approach
The Company faces usual cybersecurity risks that may lead to business disruption or competitive disadvantage.	Aside from utilizing measures consistent with industry standards and the LH Group Directives, The Company also ensures that employees who are exposed to risks undergo cybersecurity training and communications periodically to keep the updated with threats to data security and instruct them to immediately alert and notify our IT service desk and/or their immediate supervisor whenever suspicious activity, emails or issues arise for prompt action.
What are the Opportunity/ies Identified?	Management Approach
We recognize the opportunity to continuously improve our cybersecurity policies and measures.	<p>The current demands of the business climate encourage the Company to establish and strengthen a culture of awareness in data protection and cybersecurity. Plans for continuous improvement of the efficiencies and measures to are discussed and completed alongside major projects and activities.</p> <p>The Business Continuity Plan (BCP) was developed to outline the general procedures to be taken in the event of a serious business disruption (or the threat thereof) affecting the operation of our key functions and this includes activities and protocols which must be performed during, after or in view of an imminent disaster or business disruption.</p>



UN SUSTAINABLE DEVELOPMENT GOALS

Product of Service Contribution to UN SDGs

Key products and services and its contribution to sustainable development.

BLENDED CEMENT	
Societal Value / Contribution to UN SDGs	<p>Holcim Philippines minimizes its use of clinker and substitute it with alternative fuels to produce cement.</p> <div>  <p>Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation. Target 9.4. By 2030, upgrade infrastructure and retrofit industries to make them sustainable, with increased resource-use efficiency and greater adoption of clean and environmentally sound technologies and industrial processes, with all countries taking action in accordance with their respective capabilities.</p> </div> <div>  <p>Ensure sustainable consumption and production patterns Target 12.4 By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment. Target 12.5 By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse.</p> </div>
Potential Negative Impact of Contribution	<p>It is during the production of clinker, the main component of cement, when most carbon dioxide emissions associated with cement occur. The majority of these emissions are unavoidable, as they result from the chemical reaction that occurs when the raw material (limestone) calcinirates into a clinker in the kiln.</p>
Management Approach to Negative Impact	<p>Replacing the clinker in the final product with alternative mineral components reduces the carbon footprint of cement production. As an alternative, we utilize waste-derived resources or cement additives such as fly ash and granulated blast furnace slag (GBFS) and synthetic phosphogypsum. These materials are by-products of other industrial processing plants. We also utilize other alternative raw materials such as contaminated soil or bottom ash in producing clinker to lessen our consumption of natural resources.</p>

WASTE MANAGEMENT SOLUTION

Societal Value / Contribution to UN SDGs	<p>Holcim Philippines embraces the circular economy principle to contribute to the country's solid waste management solution and to support the Group's strategy to reduce its global carbon footprint.</p> <div>  <div> Ensure sustainable consumption and production patterns Target 12.5 By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse. </div> </div> <div>  <div> Take urgent action to combat climate change and its impacts Target 13.2. Integrate climate change measures into national policies, strategies and planning </div> </div>
Potential Negative Impact of Contribution	<p>Cement kiln co-processing itself cannot address the waste management challenges of the country but can be an integral part of the whole waste management value chain. This technology fits with any circular economy program following the waste management hierarchy which prioritizes first waste avoidance, reduction, reprocessing, and recycling.</p>
Management Approach to Negative Impact	<p>Holcim Philippines uses cement kiln co-processing technology; wherein qualified waste materials are used as an alternative to coal in producing cement. Co-processing provides a practical, cost-effective, and environmentally preferred alternative to landfills and traditional incineration. This technology is unique because it encompasses both material recycling and energy recovery within an industrial process.</p>

ANNEX E

MINUTES OF THE ANNUAL MEETING OF THE STOCKHOLDERS OF HOLCIM PHILIPPINES, INC.

Conducted via Remote Communication
July 22, 2020 at 10:00 a.m.

DIRECTORS PRESENT:

JOHN WILLIAM STULL	Chairman of the Meeting President/Chief Executive Officer
MARTIN KRIEGNER	Vice Chairman
RAJANI KESARI	Director
LEANDRO JAVIER	Independent Director
THOMAS AQUINO	Independent Director
YASUO KITAMOTO	Independent Director

ALSO PRESENT:

JESUSA NATIVIDAD L. ROJAS	Chief Financial Officer/Treasurer
BELINDA E. DUGAN	Corporate Secretary
ANN CLAIRE RAMIREZ	Head of Communications

Stockholders present in person or represented by proxy	6,143,069,292 shares representing 95.21% of the total issued and outstanding shares of the Company (Please see Record of Attendance here attached as Annex A)
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I. CALL TO ORDER

The President and CEO, Mr. John William Stull, acted as chairman, called the meeting to order and presided over the same. He informed the stockholders that the Chairman, Mr. Tomas I. Alcantara, will not be able to attend the meeting due to technical difficulties.

He acknowledged the presence of the other members of the Board of Directors (Mr. Martin Kriegner, Ms. Rajani Kesari, Mr. Yasuo Kitamoto, Mr. Leandro Javier and Sr. Thomas Aquino), the Chief Financial Officer, Ms. Jesusa Natividad L. Rojas, and the other members of the Company's Executive Committee.

The Chairman informed the stockholders that 2019 is the final term of Mr. Yasuo Kitamoto as the Company's Independent Director. He thanked Mr. Kitamoto for his service to the Company and his valuable insights throughout the years that have been instrumental in shaping Holcim Philippines, Inc. into the strong company that it is today.

II. PROOF OF NOTICE OF MEETING AND PRESENCE OF A QUORUM

Proof of notice was certified by the Corporate Secretary, Ms. Belinda E. Dugan. She further

certified the following:

1. The Notice and Agenda of the meeting together with the Definitive Information Statement which also contains the “Requirements and Procedure for Registration, Participation and Voting in Absentia” were posted on the Company’s website www.holcim.ph and disclosed in the PSE Edge.
2. The Notice and Agenda were published in Manila Times and Business Mirror on June 30 and July 1, 2020, both in print and online formats.
3. There exists a quorum for the meeting being represented in person or by proxy, stockholders owning 6,143,069,292 shares representing 95.21% of the total issued and outstanding shares of the Company.
4. The Chairman of the Meeting is holding votes for 1,185,001,495 shares representing 18.37% of the total issued and outstanding shares of the Company.

The Corporate Secretary explained that the rules of conduct and voting procedures are set forth in the published Definitive Information Statement. She reminded the stockholders of the following:

- Shareholders who registered and signified their intention to vote in absentia may vote by proxy - by sending the signed copy of the proxy form not later than July 17, 2020 to HPI-Investor-Relations@lafargeholcim.com or (ii) in absentia by filling in the online voting form sent to the shareholders’ email upon confirmation of valid registration.
- Shareholders present at this meeting may cast their votes by filling in the online voting form sent to their e-mail addresses or by sending their votes to HPI-Investor-Relations@lafargeholcim.com. The voting poll will be open until the adjournment of this meeting.
- The votes received as of the last day of receiving the proxies on July 17, 2020 after the proxy validation process have been tabulated. The preliminary tabulation will be referred to when votes are reported during the meeting and that the results of the final tabulation will be reflected in the minutes of the meeting.
- Everyone was encouraged to send their questions to HPI-Investor-relations@lafargeholcim.com. These questions will be read by the Vice President, Head of Communications, Ms. Ann Claire Ramirez, during the Q&A. Shareholders attending this meeting may still send their questions by sending an e-mail to HPI-Investor-Relations@lafargeholcim.com. However, due to time and technological challenges, not all questions may be read aloud during the meeting. Management will endeavor to reply to all questions via e-mail.

IV. APPROVAL OF ANNUAL REPORT AND THE AUDITED FINANCIAL STATEMENTS OF THE CORPORATION AS OF DECEMBER 31, 2019

MESSAGE OF THE CHAIRMAN

The pre-recorded message of the Company’s Chairman, Mr. Tomas I. Alcantara, was played.

Mr. Alcantara reported that in 2019, the Company grew Operating EBITDA year-on-year by 36.7% to Php 6.7 billion on higher efficiencies and improved costs across all areas of the business which helped the Company grow its full-year net income by 41.0% to Php 3.6 billion. He also reported the completion of capacity expansion projects across sites to raise annual production to 10 million metric tons and the efficiency of industrial and logistics operations.

In closing, the Chairman assured the shareholders that the Company’s Board of Directors, Executive Committee and Leadership Team along with the more than a thousand-strong workforce are ready to double their efforts and work with the Company’s various

stakeholders to overcome the current crisis and ensure the Company's success in the years ahead.

MESSAGE OF THE PRESIDENT AND THE CEO

The President and CEO, Mr. John William Stull, expressed his confidence that the Company will overcome the unprecedented challenges brought about by the COVID-19 Pandemic.

He reported the Company's key actions to help the Company's business partners manage the disruption caused by the pandemic as well as the Company's available solutions in support of the government's goal of reviving the economy. The President affirmed the Company's commitment to grow while being respectful of the environment and supportive of communities and people.

He acknowledged that being a member of the LafargeHolcim Group (the "Group") is a source of strength for Holcim Philippines, Inc. and will help the Company in its mission to help build a healthier and better Philippines.

VOTING RESULTS

The Chairman informed the shareholders that copies of the Company's 2019 Audited Financial Statements may be viewed and downloaded from the Company's website and PSE Edge.

Upon the request of the Chairman of the Meeting, the Corporate Secretary reported that shareholders owning 6,141,493,902 shares or 99.97 % of total number of shares represented in this meeting have voted for the approval of the annual report and the Audited Financial Statements for the period ended December 31, 2019. Thus, the 2019 Annual Report and Audited Financial Statements have been approved.

V. APPROVAL AND RATIFICATION OF ALL ACTS, CONTRACTS, INVESTMENTS AND RESOLUTIONS OF THE BOARD OF DIRECTORS AND MANAGEMENT

The Chairman of the meeting proceeded to the next item in the agenda which is the approval and ratification of all acts, contracts, investments and resolutions of the Board of Directors and Management.

The Corporate Secretary reported that shareholders owning 6,141,493,902 shares or 99.97 % of the total number of shares represented in this meeting have voted for the approval and ratification of all the acts, contracts, investments, and resolutions of the Board of Directors, the Board Committees, and Management since the last annual stockholders' meeting.

Based on the votes received, the Chairman of the meeting declared the approval and ratification of all acts, contracts, investments and resolutions of the Board of Directors and Management since the last annual stockholders' meeting.

VI. ELECTION OF DIRECTORS

The Chairman asked the Corporate Secretary to read the names of the persons nominated as directors of the Company. The Corporate Secretary then proceeded to read the names of the following persons who were nominated in accordance with the provisions of the By-Laws:

1. Tomas I. Alcantara

2. Martin Kriegner
3. Rajani Kesari
4. John William Stull
5. Leandro David Javier - Independent Director
6. Thomas Aquino - Independent Director

The Corporate Secretary confirmed that the Corporate Governance Committee has duly ascertained that the six nominees are qualified to serve as Directors of the Company and that all the nominees have given their consent to their respective nominations.

Upon the request of the Chairman, the Corporate Secretary certified that based on the preliminary tabulation of votes, each of the nominees have received at least 6,131,355,633 votes. Based on such certification, the Chairman of the Meeting declared all the nominees as duly elected members of the Board of Directors for the ensuing year.

VII. APPOINTMENT OF EXTERNAL AUDITOR

The next item on the agenda was the appointment of the Company's external Auditor. It was explained that the Audit Committee recommends the appointment of Navarro Amper & Co. as the External Auditor of the Company for the year 2020.

On the voting results, the Corporate Secretary reported that shareholders owning 6,131,272,923 shares or 99.81% of total number of shares represented in this meeting have voted in favor of the appointment of Navarro Amper & Co. as the Company's external auditor for the year 2020. Having received sufficient number of votes, the auditing firm of Navarro Amper & Co. was appointed as the Company's external auditor of year 2020.

VIII. OTHER MATTERS

The Chairman of the meeting requested the Company's Vice-President, Head of Communications, Ms. Ann Claire Ramirez, to read aloud the questions received via email.

Below are the questions read and the corresponding response of the Company's President and CEO:

1. Does the LafargeHolcim Group still intend to divest its stake in Holcim Philippines?

The President and CEO explained that with the lapse of the agreement in May 2020 between the Company's shareholders and First Stronghold Cement Industries, Inc. without obtaining the approval of the Philippine Competition Commission, Holcim Philippines, Inc. is no longer in the sale process and will remain a part of the LafargeHolcim Group.

2. May we know your actions to strengthen the Holcim business despite the COVID-19 crisis?

In reply, Mr. John Stull explained that Health and Safety being an important part of the Holcim culture even prior to the pandemic was an advantage for the Company. When the crisis arose, the Company immediately complied with the requirements concerning its operations. He explained that the Company drew from experiences of members of the LafargeHolcim Group from around the world and are currently working closely with local communities and customers in order to comply with all the rules and keep everyone healthy and safe. He assured the shareholders that so far, the Company is operating effectively and is able to serve its customers through the pandemic.

3. How has Holcim helped communities during this crisis?

“Holcim Helps”, which is the Company’s community relations campaign, was used as a vehicle to provide help to communities. The Company was able to help around 80,000 families by providing food, personal protective equipment and disinfecting materials. He also thanked the Holcim employees who participated in the *Holcim Helps* campaign.

4. What digital innovations have Holcim implemented in response to the current business challenges?

It was explained that the Company has been accelerating its digital initiatives to keep everyone safe as part of the new normal. As part of its digital initiatives, the Company launched EasyBuild where the customers can place their orders, check their accounts and pay bills. The Chairman of the Meeting noted that currently, 91% of all its transactions are being done through EasyBuild. Another digital initiative is Pinoy Builders which is a digital information platform where people in the building materials sector and construction industry can exchange information and ideas.

5. What product and material innovations have the company introduced to the market to help builders amid the pandemic?

The Chairman of the meeting replied that in 2019, the Company launched Solido which now comprises a major part of its product portfolio. He explained that Solido is a more environmentally responsible product than the OPC as it uses less clinker. Also, the company launched SFCrete which is being used in a lot of road construction projects in Greater Metro Manila. He expressed the Company’s hopes to expand SFCrete to support the DPWH in order to ensure that the government stays on schedule and meet their requirements during this pandemic.

6. Are you still considering possible capacity investments to grow the business?

It was explained that the Company is working on projects in its La Union plant and Geocycle. It was mentioned that the Company is studying projects for the longer term to increase capacity for its Luzon and Mindanao plants.

IX. ADJOURNMENT

Upon confirmation by the Corporate Secretary that there were no other items in the agenda for the consideration of the stockholders, the meeting was adjourned.

BELINDA E. DUGAN
Corporate Secretary

ATTEST:

TOMAS I. ALCANTARA
Chairman

Annex A
Record of Attendance

Total number of voting shares outstanding	6,452,099,144
Total number of shares present in person	6
Total number of shares present by proxy	4,958,067,791
Total number of shares present by proxy thru the Chairman	1,185,001,495
Total number of shares present and represented	6,143,069,292
Attendance percentage	95.21%

Annex B
Voting Results

	RESOLUTION	FOR	AGAINST	ABSTAIN	NOT CLEAR
1	Approval of Annual report and Audited Financial Statements of the Corporation as December 31, 2019	6,141,493,902	0	1,575,390	
2	Approval and Ratification of All Acts, Contracts, Investments and Resolutions of the Board of Directors and Management	6,141,493,902	0	1,575,390	
3	Election of Directors				
	• Tomas I. Alcantara	6,129,023,433	37,500	11,771,159	2,237,200
	• Martin Kriegner	6,129,023,433	37,500	11,771,159	2,237,200
	• Rajani Kesari	6,129,090,133	37,500	11,704,459	2,237,200
	• John William Stull	6,140,626,692	0	205,400	2,237,200
	• Leandro Javier	6,140,626,692	0	205,400	2,237,200
	• Thomas Aquino	6,140,626,692	0	205,400	2,237,200
4	Appointment of External Auditor	6,131,272,923	9,559,169		2,237,200

ANNEX E-1

MINUTES OF THE SPECIAL MEETING OF THE STOCKHOLDERS OF HOLCIM PHILIPPINES, INC.

Conducted via Remote Communication
Taguig City
January 15, 2021 at 10:00 a.m.

DIRECTORS PRESENT:

TOMAS ALCANTARA	Chairman
MARTIN KRIEGNER	Vice Chairman
JOHN WILLIAM STULL	President/Chief Executive Officer
TAN THEN HWEE	Director
LEANDRO JAVIER	Independent Director
THOMAS AQUINO	Independent Director

ALSO PRESENT:

BELINDA E. DUGAN	Corporate Secretary
JESUS NATIVIDAD L. ROJAS	Chief Financial Officer
ANN CLAIRE RAMIREZ	Head of Communications

Stockholders present in person or represented by proxy	6,141,273,692 shares representing 95.18% of the total issued and outstanding shares of the Company (Please see Record of Attendance here attached as Annex A)
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I. CALL TO ORDER

The Chairman, Mr. Tomas Alcantara, called the meeting to order and presided over the same.

He acknowledged the presence of the other members of the Board of Directors (Mr. Martin Kriegner, Mr. John Stull, Ms. Karen Tan Then Hwee, Mr. Leandro Javier and Mr. Thomas Aquino).

II. PROOF OF NOTICE OF MEETING AND PRESENCE OF A QUORUM

The Corporate Secretary, Ms. Belinda E. Dugan certified that the Notice and Agenda of the meeting together with the Definitive Information statement which also contains the "Requirements and Procedure for Registration, Participation and Voting in Absentia were posted on the Company's website www.holcim.ph and disclosed in the PSE Edge and that the Notice and Agenda were published in Manila Times and Business Mirror on December 18 and December 19, both in print and online formats. She further certified that based on the record of attendance, there exists a quorum for the meeting there being represented in

person or by proxy, stockholders owning 6,141,273,692 shares representing 95.18% of the total issued and outstanding shares of the Company as of the record date.

The Corporate Secretary informed the shareholders that the rules of conduct and voting procedures are set forth in the published Definitive Information Statement. She reminded the stockholders of the following:

- Shareholders who registered and signified their intention to vote in absentia may vote by proxy - by sending the signed copy of the proxy form not later than January 8, 2021 to HPI-Investor-Relations@lafargeholcim.com or (ii) in absentia by filling in the online voting form sent to the shareholders' email upon confirmation of valid registration.
- Shareholders present at this meeting may cast their votes by filling in the online voting form sent to their e-mail addresses or by sending their votes to HPI-Investor-Relations@lafargeholcim.com. The voting poll will be open until the adjournment of this meeting.
- The votes received as of the last day of receiving the proxies on January 8, 2021 after the proxy validation process have been tabulated. The preliminary tabulation will be referred to when votes are reported during the meeting and that the results of the final tabulation will be reflected in the minutes of the meeting.
- Everyone was encouraged to send their questions to HPI-Investor-relations@lafargeholcim.com. These questions will be read by the Vice President, Head of Communications, Ms. Ann Claire Ramirez, during the Q&A. Shareholders attending this meeting may still send their questions by sending an e-mail to HPI-Investor-Relations@lafargeholcim.com. However, due to time and technological challenges, not all questions may be read aloud during the meeting. Management will endeavor to reply to all questions via e-mail.

III. ELECTION OF INDEPENDENT DIRECTOR

The Chairman of the Meeting proceeded with the next item on the agenda which is the election of independent director to fill the vacant position and to serve as such until his successor shall have been duly elected and qualified.

The Corporate Secretary informed the shareholders present that Mr. Medel T. Nera is the sole nominee for election to the position of Independent Director. She explained that the Company's Corporate Governance Committee has duly ascertained that Mr. Nera is qualified to serve as Independent Director of the Company and that Mr. Nera has given his consent to his nomination.

Having received a total of 6,141,055,892 votes, the Chairman declared Mr. Nera as a duly elected Independent Director of Holcim Philippines, Inc.

IV. APPROVAL OF THE PROPOSED MERGER OF HOLCIM PHILIPPINES, INC. WITH HOLCIM PHILIPPINES MANUFACTURING CORPORATION, MABINI GRINDING MILL CORPORATION AND BULKCEM PHILIPPINES, INC.

The Chairman explained that the proposed merger was approved by the Board of Directors on November 19, 2020 and reminded the shareholders that the material features of the proposed merger are specified in the Definitive Information Statement which may be downloaded in the Company's website and in PSE Edge. The Corporate Secretary reported that shareholders owning 6,141,273,692 shares or 100% of the total number of shares represented in the meeting have voted in favor of the approval of the proposed merger of Holcim Philippines, Inc. with Holcim Philippines Manufacturing Corporation, Mabini Grinding Mill Corporation and Bulkcem Philippines, Inc. with Holcim Philippines, Inc. as the surviving entity.

V. APPROVAL OF THE PROPOSED DISSOLUTION OF HUBB STORES AND SERVICES, INC., HOLCIM PHILIPPINES BUSINESS SERVICE CENTER, INC. AND WELLBORNE INTERNATIONAL GROUP LIMITED, INC.

The Chairman of the meeting proceeded to the next item in the agenda which is the approval of the proposed dissolution of the Company's non-operating subsidiaries, namely: HuBB Stores and Services, Inc., Holcim Philippines Business Service Center, Inc. and Wellborne International Group Limited, Inc.

The Corporate Secretary reported that shareholders owning 6,141,273,692 shares or 100% of the total number of shares represented in the meeting have voted for the approval of the proposed dissolution of the Company's non-operating subsidiaries.

Based on the votes received, the Chairman of the meeting declared the approval of the proposed dissolution Hubb Stores and Services, Inc., Holcim Philippines Business Service Center, Inc. and Wellborne International Group Limited, Inc.

VI. OTHER MATTERS

The Company's Vice President - Head of Corporate Communications, Ms. Ann Claire Ramirez informed the Chairman that no questions were received via e-mail.

IX. ADJOURNMENT

Upon confirmation by the Corporate Secretary that there were no other items in the agenda for the consideration of the stockholders, the meeting was adjourned.

BELINDA E. DUGAN
Corporate Secretary

ATTEST:

TOMAS I. ALCANTARA
Chairman

Annex A
Record of Attendance

Total number of voting shares outstanding	6,452,099,144
Total number of shares present in person	6
Total number of shares present by proxy	6,136,316,856
Total number of shares present by proxy thru the Chairman	4,956,830
 Total number of shares represented	 6,141,273,692
 Attendance percentage	 95.18%

Annex B
Voting Results

	RESOLUTION	FOR	AGAINST	ABSTAIN	NOT CLEAR
1	Election of Independent Director • Medel T. Nera	6,141,055,892	217,800	0	0
2	Approval of the Proposed Merger of Holcim Philippines, Inc. with Holcim Philippines Manufacturing Corporation, Mabini Grinding Mill Corporation and Bulkcem Philippines, Inc.	6,141,273,692	0	0	0
3	Approval of the Proposed Dissolution of HuBB Stores and Services, Inc., Holcim Philippines Business Service Center, Inc. and Wellborne International Group Limited, Inc.	6,141,273,692	0	0	0

ANNEX F

HOLCIM PHILIPPINES, INC. FORM OF PROXY

PROXY

The undersigned stockholder of Holcim Philippines, Inc. (the "Corporation") hereby appoints:

[NAME OF AUTHORIZED REPRESENTATIVE]

or in his absence,
the
Chairman of the Meeting

as my proxy to represent and vote on my behalf all of my shares in the Corporation at the Annual Stockholders Meeting of the Corporation to be held on May 27, 2021, 1:30 P.M., and at any adjournments and postponements thereof, for the purpose of acting on the following matters:

1. Approval of minutes of previous annual stockholders' meeting

___ Yes ___ No ___ Abstain

2. Approval of the Operations Report

___ Yes ___ No ___ Abstain

3. Approval and Ratification of all acts, contracts, investments and resolutions of the Board, Committees and Management since the last Annual Shareholders' meeting

___ Yes ___ No ___ Abstain

4. Election of Directors

___ a) Vote equally for all nominees or distribute or cumulate my shares to nominee/s listed below:

- i. Tomas I. Alcantara _____ shares
ii. Martin Kriegner _____ shares
iii. Horia-Ciprian Adrian _____ shares
iv. Tan Then Hwee _____ shares

Independent Directors

- v. Thomas G. Aquino _____ shares
vi. Leandro D. Javier _____ shares
vii. Medel T. Nera _____ shares

___ b) Withhold authority to vote for all nominees listed above

___ c) Withhold authority to vote for nominees listed below:

5. Appointment of External Auditor for 2021

___ Yes ___ No ___ Abstain

6. At his/her discretion, the proxy named above is authorized to vote upon such other matters as may properly come before the meeting

___ Yes ___ No ___ Abstain

Signed this ___ day of _____ 2021 in _____.

**[SIGNATURE OVER PRINTED
NAME OF STOCKHOLDER]**

Stockholder

ANNEX G

ANNUAL STOCKHOLDERS' MEETING May 27, 2021 at 1:30 pm

Requirements and Procedure for Registration, Participation and Voting in Absentia

Given the current circumstances and taking into consideration the safety of everyone, Holcim Philippines, Inc. (**HPI** or the **Company**) will be conducting its Annual Stockholders Meeting (**Annual Meeting**) scheduled on May 27, 2021 at 1:30 PM virtually. There will be no physical venue for the Annual Meeting. The Chairman of the Annual Meeting shall call and preside the meeting in Metro Manila which is the place where the principal office of the Company is located.

Only stockholders of record as of April 27, 2021 are entitled to participate and vote in the Annual Meeting.

I. Registration and Participation/Attendance Procedure:

1. The platform for participation through webcast/ video conferencing (**Remote Communication**) for the Annual Meeting is via our virtual ASM platform, AGM@Convene.
2. Only stockholders of record as of April 27, 2021 and who have complied with the registration and validation process as outlined in this document may participate and vote in absentia in the Annual Meeting.
3. Stockholders who intend to participate in the Annual Meeting may register by filling up the form that can be found at www.conveneagm.com/ph/HLCM. Online registration will be open from May 4, 2021 at 8:00 A.M. to May 20, 2021 at 5:00 P.M.
4. Stockholders should complete the online registration and submit/ upload the following for validation:
 - a. *For individual stockholders:*
 - i. Scanned copy of any valid government-issued ID showing stockholder's personal details and photo;
 - ii. Active contact number, either landline or mobile.
 - b. *For stockholders with joint accounts:*
 - i. Scanned copy of authorization letter signed by other stockholders indicating the person among them authorized to participate and/or vote in the Annual Meeting;
 - ii. Documents required under items 4.a (i) and (ii) for the authorized stockholder.
 - c. *For individual stockholders under PCD or a Brokers Account or "Scripless Shares":*
 - i. Broker's certification on the stockholder's number of shareholdings (in PDF format). To facilitate the verification of your account, please copy HPI (HPI-Investor-Relations@lafargeholcim.com) and its stock transfer agent, Stock Transfer Services, Inc. (**STSI**)

- (rdregala@stocktransfer.com.ph) in all your email correspondence with your broker for the request for certification;
- ii. Documents required under items 4.a (i) and (ii).

d. *For corporate stockholders:*

- i. Duly accomplished and signed proxy
 - ii. Secretary's Certificate attesting to the authority of the person signing the proxy representative to participate and / or vote in the Annual Meeting;
 - iii. Documents required under items 4.a (i) and (ii) for the authorized representative;
 - iv. Valid and active email address and contact number of the representative
 - v. Scanned copy of the valid government-issued ID of the person signing the proxy
- 5. Please note that HPI will request for your consent to process your personal information in accordance with the Data Privacy Act.
 - 6. HPI's Office of the Corporate Secretary and STSI will validate the registration requirements submitted by the stockholders. Incomplete or inconsistent information provided in the registration form will result to a rejection of the registration.
 - 7. Upon successful registration and validation of the registration and documents submitted, the stockholder will receive an email confirmation with the link to log in and participate in the Annual Meeting on May 27, 2021 at 1:30 P.M.
 - 8. Only those stockholders who have successfully registered following the procedure above and stockholders who have voted by providing their executed Proxy Form shall be included for purposes of determining the existence of a quorum.
 - 9. HPI reserves the right to request for additional information, and the submission of the originally signed copies of the documents forming part of the registration requirements at a later time.
 - 10. For the Question and Answer portion during the SSM, stockholders may send their questions related to the agenda by email to **HPI-Investor-Relations@lafargeholcim.com**. While HPI will accept questions during the virtual meeting sent via email, we encourage everyone to send their questions related to the agenda on or before May 20, 2021, 5:00 P.M. Please note that due to time and technological limitations, only relevant questions will be answered during the Annual Meeting. HPI will endeavor to answer all other questions via e-mail at a later time.
 - 11. As required by the Securities and Exchange Commission, the proceedings during the Annual Meeting will be recorded. A link to the recorded virtual website will be made available on HPI's website after the meeting.

II. Voting Procedure:

Stockholders may vote during the Annual Meeting either (1) by Proxy or (2) by voting *in absentia* through our Digital Ballot/ Online Stockholder Voting System.

- 1. Voting by Proxy:

- a. Download and fill up the Proxy Form at www.conveneagm.com/ph/HLCM.
 - b. Send a scanned copy of the executed Proxy Form by email to **HPI-Investor-Relations@lafargeholcim.com** not later than May 20, 2021. The hard copy of the signed Proxy Form should be delivered to: The Corporate Secretary, 7th Floor, Two World Square, McKinley Hill, Fort Bonifacio, Taguig City within five (5) days after the Proxy Form was sent via email.
 - c. Alternatively, should you wish to appoint the Chairman of the meeting as proxy, you may use the digital proxy form available at www.conveneagm.com/ph/HLCM. The Chairman, or in his absence, the Vice-Chairman, the Chief Financial Officer or the Corporate Secretary is authorized to cast the votes pursuant to the instructions in the Proxy Form.
2. Voting in absentia through the Digital Ballot/ Online Stockholder Voting System:
- a. Follow the Registration and Participation/Attendance Procedure set forth above.
 - b. Registered stockholders shall have until 5:00 PM of May 20, 2021 to cast their votes.
 - c. All agenda items indicated in the Notice of Meeting will be included in the Digital Ballot and the registered stockholder may vote as follows:
 - i. For items other than election of the Directors, the stockholder may vote: "For", "Against", or "Abstain". The vote shall be considered as cast for all the stockholder's shares.
 - ii. For the election of Directors, the stockholder may vote for vote such number of shares for as many persons as there are directors to be elected or he may cumulate said shares and give one candidate as many votes as the number of directors to be elected multiplied by the number of his shares owned, or he may distribute them on the same principle among as many candidates as he shall see fit; provided, that the total number of votes cast by him shall not exceed the number of shares owned by him as shown in the books of the Company multiplied by the number of directors to be elected.
 - d. HPI's Office of the Corporate Secretary shall tabulate all votes cast in absentia together with the votes cast by proxy. The votes cast *in absentia* will have equal effect as votes cast by proxy.

For any questions or clarification, you may contact us through HPI-Investor-Relations@lafargeholcim.com or our stock transfer agent, Stock Transfer Service, Inc. through their telephone number 8403-3798.