



## **PROCEDURE FOR REMOTE PARTICIPATION VIA ELECTRONIC MEANS AND VOTING SYSTEM**

### **FOR ORDINARY SHAREHOLDERS' MEETING TO BE HELD ON APRIL 27, 2023**

As a result of the COVID 19 pandemic, and the measures adopted by the authority in matters of public health and mobility, the Board of Directors of the Company, in accordance with the provisions of Articles 58 and 59 of the Corporations Law, and the provisions of General Rule No. 435 and Circular No. 1,141, both of the Financial Market Commission, agreed that the next Ordinary Shareholders' Meeting called for April 27, 2023 at 9:30 am, will be held in hybrid way, this means, in presence and by remote means, from the Hilaria Events Center, located at Avenida del Parque N°4694, Municipality of Huechuraba, Santiago, subject to the sanitary restrictions established by the authority, for which the remote access to said meeting has been implemented for the participation of its shareholders through a virtual platform of DCV Electronic Voting Service provided by DCV Registro, which entity in turn is the Administrator of the Shareholders' Registry of Enel Américas S.A. (hereinafter, indistinctly, the "Shareholders' Registry"). (hereinafter the "Company"), as well as an online audiovisual transmission system of the Meetings, known as Microsoft Teams, or a similar system.

The Company hereby notifies the "Remote Participation Procedure", prepared in accordance with the aforementioned regulations and applicable legal provisions, so that both the Ordinary Shareholders' Meeting and the Extraordinary Shareholders' Meeting, as well as the registration of attendance and the corresponding voting, can be carried out remotely.

This Procedure, which considers the mechanism for registration and validation at the Meetings, will be available at <http://www.enelamericas.com>

#### **MECHANISMS FOR REMOTE PARTICIPATION.**

Two virtual platforms will be used to allow shareholders to participate remotely:

- (i) The first through the Microsoft Teams system or similar system through which shareholders will be able to witness the live audiovisual transmission of the Ordinary Shareholders' Meeting and the Extraordinary Shareholders' Meeting, and which will allow shareholders to ask questions, in relation to the items to be discussed at said Meetings.
- ii) The technological platform of the DCV Registros and the Santiago Stock Exchange, for the registration of attendance and electronic voting of the matters to be discussed at the Shareholders' Meetings.

ii) The user and password to access these systems will be sent by e-mail, once the Enrollment Procedure, described below, has been completed.

### **Enrollment Procedure**

1. Shareholders must send an e-mail to the account [registrojuntas@dcv.cl](mailto:registrojuntas@dcv.cl), with the e-mail address and full name of the shareholder and his/her representative, in case he/she is to be represented by a third party, attaching in pdf format the necessary background information to prove his/her identification and his/her status as shareholder of the Company, as follows:

- Registration Form, which will be available on the Company's website.
- The Powers of Attorney, informing via power of attorney instrument with FEA (Advanced Electronic Signature) or simple deed (PDF).
- Photograph of the representative's Identity Card on both sides.
- Provide the representative's contact e-mail for sending the Access Code to the voting system.
- Sending the distribution of the votes that he/she represents, a relevant point to register in the voting system the shareholder, who represents the Bank or the Brokerage Firm, as well as the distribution of shares of this group in his/her intention to vote.

**The registry will be open starting at 8:30 a.m. on April 24, 2023, and shareholders are invited to send the indicated background information no later than 2:00 p.m. on Wednesday, April 26, 2023, in order to facilitate the proper registration and the development of the meetings.**

2. DCV will verify with the DICOM database the validity of the documents.
3. DCV will inform the shareholder and its representative, if applicable, the official registration in the Register, together with the Link and code to access the platform to register attendance and be able to vote electronically.
4. In accordance with the provisions of Article 114 of the Corporations Regulations, the qualification of proxies, if applicable, will be carried out through the aforementioned process, on April 24, 25 and 26, 2023 until 2:00 p.m.

### **Registration and validation of attendance.**

All shareholders / proxy holders enrolled in DCV's Electronic Voting Service will receive an e-mail containing the access code (control number) to attend the meetings and access to vote electronically, at a time to be defined by the issuer. Within the same voting platform, you will find the link to access the transmission of the meetings, via Microsoft Teams or similar system.

### **Voting System**

Regarding the matters to be submitted to the knowledge and approval of the Ordinary Shareholders' Meeting, approval will be proposed through the DCV and Santiago Stock Exchange electronic voting system. Voting instructions are in the document called "Quick guide for electronic voting services" available in the Company's website. A record of the votes cast for and against the propositions will be made, as well as the abstentions, if any. This record will be reported to the shareholders' meeting.

The minutes of the Meetings shall expressly record those shareholders who are required by law to expressly cast their vote. The above will be coordinated before the beginning of the meeting or in front of each item of the agenda, as decided by the shareholder.

### **Data Protection.**

Within the framework of compliance with Law 19,628 on the Protection of Privacy or Protection of Personal Data, the Company declares that the collection of information and personal data of the shareholders and their representatives is solely in order for the Ordinary and the Extraordinary Shareholders' Meetings to be correctly held in the terms described above, and to comply with the regulations related thereto, regarding the registration of attendance, the review of proxies, the participation in the meetings and the taking of the corresponding meetings minutes, among others. Likewise, the Company shall take the pertinent measures to ensure the confidentiality of the personal data collected, which shall not be transferred or assigned.

The personal data processed for the aforementioned purpose will be kept in accordance with the principles of proportionality and necessity, and in any case until the purpose of the data processing has been fulfilled. In any case, this data will be automatically deleted after 30 days from the date of the Meetings.

Shareholders and their representatives will be responsible for the truthfulness of the data provided voluntarily, as well as for updating them, both in cases of registration and in other cases in which such information is required during the course of the meetings.

### **Inquiries**

**For inquiries from shareholders regarding remote participation in the Meetings, registration, access to corporate documentation, please send an e-mail to [registrojuntas@dvc.cl](mailto:registrojuntas@dvc.cl).**