



14 April 2021

Dear Shareholder,

We hope that you and your family are safe and healthy during these unprecedented and difficult times. As we give paramount importance to your safety, the 2021 Annual Meeting of the Stockholders will be held **virtually** on **11 May 2021 (Tuesday)** at **2:00 P.M.** through Shell Operated Webcast [please refer to item 1) b for details on how to register].

In preparation for that meeting, we refer you to the following documents that can be accessed thru www.pilipinas.shell.com.ph:

- 1) 2021 Definitive Information Statement (20-IS), including the Agenda of the Meeting;
 - a. Sample proxy form, which is provided for your convenience (we are not soliciting your proxy);
 - b. Procedure to Participate including the webcast link;
- 2) 2020 Audited Financial Statements;
- 3) 2020 Annual Report (17-A);
- 4) 2020 Annual and Sustainability Report;
- 5) Certifications of Independent Directors;
- 6) Certification of No Government Employee; and
- 7) Draft of the Minutes of the Annual Meeting of the Stockholders held on 16 June 2020.

Should you have any questions or would like to seek clarifications, you may communicate with the Corporate Secretary by sending an email to PSPC-Governance@shell.com.

We thank you for your continued support and look forward to seeing you at our Annual Meeting.

Please stay safe and observe the proper health protocols. Let us work together to stay safe and thrive amidst the COVID-19 pandemic.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Cesar G. Romero'.

CESAR G. ROMERO
President and Chief Executive Officer

NOTE: WE ARE NOT SOLICITING FOR A PROXY. YOU DO NOT NEED TO ISSUE A PROXY.