

**Titan Cement International SA**  
**Rue de la Loi 23, 7th floor, box 4,**  
**1040 Brussels**  
**Register of Legal Entities (Brussels): 0699.936.657**

**PRACTICAL GUIDELINES**  
**FOR THE ANNUAL ORDINARY SHAREHOLDERS' MEETING**  
**TO BE HELD ON 13 MAY 2021**  
(the *Meeting*)

Taking into consideration the exceptional situation linked to the pandemic and the restrictions that may be in force in Cyprus in respect of social distancing, the Board of Directors of Titan Cement International SA (the *Company*) encourages all shareholders to participate at the Meeting remotely either by sending a proxy or by voting remotely by correspondence before the Meeting or by voting remotely during the Meeting.

Furthermore, the Board of Directors informs the shareholders that remote participation in the Meeting may entail certain technical risks. Therefore, shareholders are invited to exercise their voting rights before the Meeting either by sending a proxy to the Company or by voting remotely by correspondence.

**A. SHAREHOLDERS WHO WISH TO EXERCISE THEIR VOTING RIGHTS BEFORE THE MEETING:**

- Shareholders must notify the Company, at the latest on Friday, 7 May 2021, of their intention to participate in the Meeting by sending electronically to the e-mail address [agm@titancement.com](mailto:agm@titancement.com) the duly completed and signed notice of attendance. Shareholders holding shares via Euroclear can also notify the Company through the platform of ABN AMRO (link: [www.abnamro.com/evoting](http://www.abnamro.com/evoting)).
- Shareholders, who wish to be represented at the Meeting by a proxyholder, shall send their duly completed and signed proxy electronically to the e-mail address [agm@titancement.com](mailto:agm@titancement.com), at the latest on Friday, 7 May 2021. Shareholders holding shares via Euroclear may also appoint their proxy electronically, through the platform of ABN AMRO (link: [www.abnamro.com/evoting](http://www.abnamro.com/evoting)). Shareholders are invited, but not required, to appoint the Company Secretary, as Proxyholder, in order to reduce the number of people who may physically attend the Meeting.

- Shareholders, instead of sending a proxy, may as well vote remotely before the Meeting by correspondence, using the form prepared by the Company. The duly completed and signed form must be sent electronically to the e-mail address [agm@titancement.com](mailto:agm@titancement.com) at the latest on Friday, 7 May 2021.
- Shareholders, who have chosen to exercise their voting rights before the Meeting and wish to be granted remote access to the Meeting, must register for the Meeting via <https://titan.beerninkproductions.com/register>. Such shareholders will have the opportunity to watch live the Meeting and submit any questions by following the below steps:
  - ✓ By following the link <https://titan.beerninkproductions.com/register>, the shareholders will be redirected to the registration platform, whereby they can register.
  - ✓ Each shareholder will be required to create his/her account. This step requires the creation of a personal password, which the shareholder has to remember.
  - ✓ 24 hours before the Meeting, the shareholder, who has completed the registration process and has been verified either by ABN AMRO (for shareholders holding shares via Euroclear) or by Profile Software (for shareholders holding shares on Athens Exchange), will receive from Beernink Productions an e-mail with the link of the platform hosting the Meeting.
  - ✓ On the day of the Meeting, the shareholders shall follow the link sent to them by Beernink Productions and log in with their email address and the password they have created. Remote access to the Meeting will be possible one hour before the start of the Meeting until the end of the Meeting.
  - ✓ Shareholders may choose to follow the Meeting in English, Greek or French.

**B. SHAREHOLDERS WHO WISH TO EXERCISE THEIR VOTING RIGHTS REMOTELY DURING THE MEETING:**

- Shareholders must timely notify the Company of their intention to participate in the Meeting by sending electronically to the e-mail address [agm@titancement.com](mailto:agm@titancement.com) the duly completed and signed notice of attendance at the latest on Friday, 7 May 2021. Shareholders holding shares via Euroclear can also notify the Company through the platform of ABN AMRO (link: [www.abnamro.com/evoting](http://www.abnamro.com/evoting)).
- Shareholders, who have chosen to exercise their voting rights during the Meeting and wish to be granted remote access to the Meeting and vote remotely during the Meeting,

must register for the Meeting via <https://titan.beerninkproductions.com/register>. Such shareholders will have the opportunity to watch live the Meeting, submit any questions and vote during the Meeting by following the below steps:

- ✓ By following the link <https://titan.beerninkproductions.com/register>, the shareholder will be redirected to the registration platform, whereby he/she can register.
- ✓ The shareholder will be required to create his/her account. This step requires the creation of a personal password, which the shareholder have to remember.
- ✓ 24 hours before the Meeting, the shareholder, who has successfully completed the registration process and has been verified either by ABN AMRO (for shareholders holding shares via Euroclear) or by Profile Software (for shareholders holding shares on Athens Exchange), will receive from Beernink Productions an e-mail with the link of the platform hosting the Meeting.
- ✓ On the day of the Meeting, the shareholder shall follow the link sent to him/her by Beernink Productions and log in with his/her email address and the password he/she has created. Remote access to the Meeting will be possible one hour before the start of the Meeting.
- ✓ Shareholders may choose to follow the Meeting in English, Greek or French.
- ✓ Shareholders are strongly recommended to log in via the online platform hosting the Meeting prior to the start of the Meeting to ensure that they do not face any technical issue.
- ✓ Shareholders attending the Meeting remotely are counted at the start of the Meeting as attendees for calculating the required quorum. Any early log-off by a shareholder during the Meeting, will not affect such calculation.
- ✓ The polls will not be open for voting prior to the start of the Meeting.
- ✓ During the Meeting, after the announcement of each item of the agenda, the shareholders will be requested to cast their vote. The voting procedure will close before proceeding to the next item.

#### **EXERCISE OF THE RIGHT TO ASK QUESTIONS**

Shareholders may submit in writing questions relating to the items of the agenda, addressed to the members of the Board of Directors and/or to the statutory auditor, provided that they have complied with the Admission Formalities. The Company must receive the written

questions no later than the sixth day preceding the meeting, i.e. no later than Friday, 7 May 2021.

Without prejudice to the right to ask questions as set out above, shareholders who intend to participate in the Meeting remotely will have the opportunity to submit their questions in real time in writing on topics related to agenda items through the platform hosting the Meeting.

## **IMPORTANT INFORMATION FOR REMOTE PARTICIPATION**

### ***Technical Infrastructure***

The Company ensures, to the extent reasonably possible, that the technical infrastructure for remote participation in the Meeting is properly in place, secured and accessible for its shareholders with compatible devices. The Company will make use of reputable third parties for providing the technical infrastructure and support required for conducting the Meeting.

The online platform hosting the Meeting will be provided by Beernink Productions VO. (the *Third-Party Agent*).

Shareholders should be aware that there will always be certain residual risks in relation to the technical infrastructure used for remotely held meetings. These risks include, amongst others: any failure in meeting equipment, software, network infrastructure, servers, internet or telephone connectivity, video or voice equipment, whether or not caused by an information security incident (which includes any unauthorized use, hacking, a denial of services attack, a denial of access, any failure or intrusion resulting from the theft or unlawful interception of a password or network access code and any other cyber-attack) or caused by any type of mechanical failure such as any electrical power outage during the Meeting.

To avoid such risks, it is recommended for shareholders to exercise their voting rights and their right to ask questions before the Meeting. The failure of technology may occur either on the side of the Company (and/or the Third Party Agent) or of the shareholders. If any of these risks prevent a shareholder from following the Meeting, voting electronically during (any part of) the Meeting and submit questions during the Meeting, then neither the Company nor the Third Party Agent will be responsible for this. The inability of one or more shareholders to follow the Meeting, vote electronically during (any part of) the Meeting and submit questions during the Meeting does not affect the validity of the Meeting or any business conducted at the Meeting.

The technical infrastructure will be implemented in a timely manner before the Meeting in order to allow shareholders to test their access and to verify that they would be able to participate remotely in the Meeting. The Company will take all reasonable efforts to keep

technical support lines available for its shareholders. In case of technical issues, shareholders must contact ABN AMRO at [ava@nl.abnamro.com](mailto:ava@nl.abnamro.com) or +31 (0)20 344 2000.

The shareholders may inform the Company of any failure of the technical infrastructure via the aforementioned technical support lines. Any failure in meeting equipment, software, network infrastructure, servers, internet or telephone connectivity, an electrical power outage or similar events, including an information security incident (which includes any unauthorized use, hacking, a denial of services attack, a denial of access, any failure or intrusion resulting from the theft or unlawful interception of a password or network access code and any other cyber-attack), that might prevent remote participation in the Meeting, will in any event be at the risk and to the account of such shareholder.