



**GRUPO ENERGÍA BOGOTÁ S.A. ESP**

**NOTIFICATION**

**EXTRAORDINARY GENERAL SHAREHOLDERS MEETING**

The President of the Board of Directors and the CEO of Grupo Energía Bogotá S.A. E.S.P., in accordance with articles 45 and 46 of the Company's By-laws, hereby call the shareholders to an extraordinary remote meeting of the General Shareholders' Meeting to be held on October 13, 2020, starting at 11:00 a.m., in accordance with Article 19 of Law 222 of 1995, as amended by Article 148 of Decree-Law 019 of 2012 and Article 1 of Decree 398 of 2020 of the Ministry of Commerce, Industry and Tourism.

The proposed Agenda is the following:

1. Verification of quorum
2. Reading and Approval of Agenda
3. Election of the Meeting's President
4. Election of the Commission for the Drafting and Approval of the Minutes of the Meeting
5. Amendment of Treasa Guarantee

Instructions to access the remote meeting:

- In order to verify the identity of the meeting's participants in accordance with the provisions established in Decree 398 of 2020, shareholders must send in PDF or image format the documents that prove their capacity as such to the e-mail [asamblea2020@geb.com.co](mailto:asamblea2020@geb.com.co) no later than Wednesday, October 7, 2020 at 23:59 p.m.:

Individuals: a copy of their identification document on both sides.

Legal entities: Certificate of Good Standing and Legal Representation from the Chamber of Commerce or the Financial Superintendence of Colombia (as applicable) issued within 90 days and the identification document of the legal representative on both sides.

- In the case of proxies, the power of attorney must be attached to the above documentation, which shall be duly completed and signed in accordance with the provisions of Article 184 of the Commercial Code, together with a copy of the identification document of the proxy on both sides, for which purpose the shareholders may use the forms available at [www.grupoenergiabogota.com.co](http://www.grupoenergiabogota.com.co) option Extraordinary General Shareholder's Meeting - October 13, 2020. For general powers of attorney, a copy of the corresponding public deed must be submitted together with the validity of the power of attorney. It should be noted that in accordance with Article 185 of the Commercial Code, except for cases of legal representation, the directors and employees of the Company may not represent shares other than their own.
- The link for connection, as well as the login information, will be sent to the corresponding shareholder's e-mail address from which the above-mentioned documentation was sent, no later than on Monday, October 12, 2020. We remind you that the meeting connection details are for the exclusive use of the shareholders and their proxies and will only be sent to shareholders or proxies who have duly verified their capacity as such.
- Shareholders and proxies may participate and interact during the meeting by means of written instant messaging, simultaneously and/or successively through the platform's "chat" or they may send their questions in advance to the e-mail [asamblea2020@geb.com.co](mailto:asamblea2020@geb.com.co).
- We would appreciate it if shareholders and proxies could test their connections to the meeting through the link provided in order to avoid technical difficulties that could arise prior to the meeting (we suggest connecting at least fifteen minutes before the meeting). For support please contact us at the email [asamblea2020@geb.com.co](mailto:asamblea2020@geb.com.co).
- The information and documents related to the items on the agenda will be published within the term of the call at [www.grupoenergiabogota.com.co](http://www.grupoenergiabogota.com.co) option Extraordinary General Shareholders' Meeting - October 13, 2020.

For further information on the development of the meeting, please refer to the Instructions to Shareholders published at [www.grupoenergiabogota.com.co](http://www.grupoenergiabogota.com.co) option Extraordinary General Shareholders' Meeting - October 13, 2020.

**ANDRÉS ESCOBAR ARANGO**  
President of the Board of Directors

**JUAN RICARDO ORTEGA LÓPEZ**  
CEO GEB S.A. E.S.P.