

**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 Shareholders' Meeting**  
**to be held on 14 May 2020, based on the Royal Decree N°4 of 9 April 2020**

Based on the Royal Decree N°4 of 9 April 2020 on the organisation of shareholders' meetings in the context of the Covid-19:

- The board of directors urges shareholders not to physically participate in the Meeting.
- Instead, shareholders are requested to vote remotely before the Meeting or to give a proxy with their voting instructions to the company secretary using the forms available on the Company's website;
- **Exceptionally, the executed proxies and the voting form, may be sent to the Company by all possible means, including through email (to [agm@titacement.com](mailto:agm@titacement.com)) attaching a photograph or scan of the supplemented/executed form or proxy.**
- **Exceptionally, the executed proxies and the voting form can be submitted until the 4th day preceding the date of the Meeting, i.e. until Sunday 10 May 2020.**
- The board reserves the right to prohibit any physical presence of shareholders (or proxyholders) at the location of the Meeting, if the company cannot guarantee that it will be able to comply with the measures imposed due to the Covid-19 pandemic which are in force at the time of the Meeting; **the shareholders are kindly requested to check this website regularly for updates in this respect.**
- **The board request shareholders to exercise their right to ask questions only in writing at the latest by the 4th day prior to the date of the Meeting, i.e. on or before Sunday 10 May 2020.**