EXPLANATION OF AGENDA ITEMS

1. *Call to Order*

The Chairman of the Meeting will call the Annual Certificateholders' Meeting ("ACM") to order.

2. *Certification of Notice and Quorum*

The Corporate Secretary will certify that Notice of the ACM was published in two (2) newspapers of general circulation online and print for two (2) consecutive days, and that the copy of the ASM Notice was also posted at the Corporation's website. He will thereafter certify that the certificateholders of record as of 31 October 2025 were duly notified at least twenty-one (21) days prior to the date of the meeting.

The Corporate Secretary will also certify the existence of a quorum upon determination of the presence of the certificateholders of record, in person or by proxy, representing a majority of the Corporation's outstanding Heritage Park Investment Certificates ("HPICs") with voting rights.

All the items in the agenda requiring approval by the certificateholders will need the affirmative vote of certificateholders representing at least a majority of the Corporation's outstanding HPICs with voting rights present at the ACM.

3. *Approval of the Minutes of the Annual Certificateholders' Meeting held on 18 November 2024*

The Minutes of the Annual Certificateholders' Meeting held on 18 November 2024 are posted at the Corporation's website, https://heritagememorialpark.com.ph/.

A resolution approving the Minutes will be presented for the approval by the affirmative vote of the certificateholders representing at least a majority of the Corporation's outstanding HPICs with voting rights that are present or represented at the meeting.

4. *Report of the President*

The President will render the Report of the President to the certificateholders (a) which provides the highlights of the performance and operations of the Corporation in 2024-2025; and (b) the plans of operations for the foreseeable future.

A resolution noting and approving the Report of the President will be presented for the approval by the affirmative vote of the certificateholders representing at least a majority of the Corporation's outstanding HPICs with voting rights that are present or represented at the meeting.

5. *Approval of the Audited Financial Statements of the Corporation and the Perpetual Care Fund as of 31 December 2024*

The President will present the highlights of the financial statements of the Corporation and the Perpetual Care Fund as of 31 December 2024. The Board of Trustees has approved the Audited Financial Statements of the Corporation and the Perpetual Care Fund as of 31 December 2024 ("AFS").

A resolution noting and approving the AFS will be presented for the approval by the affirmative vote of the certificateholders representing at least a majority of the Corporation's outstanding HPICs with voting rights that are present or represented at the meeting.

6. *Ratification of all legal acts, resolutions, and proceedings of the Board of Trustees and of Management, done in the ordinary course of business from 18 November 2024 to 21 November 2025*

A resolution approving, confirming and ratifying all the legal acts, resolutions, and proceedings of the Board of Trustees and of Management will be presented for the approval by the affirmative vote of the certificateholders representing at least a majority of the Corporation's outstanding HPICs with voting rights that are present or represented at the meeting.

7. *Appointment of External Auditor*

The Board of Trustees will recommend to the certificateholders Perez, Sese & Villa & Co. as the external auditor for 2025.

A resolution for the appointment of the external auditor will be presented to the certificateholders for adoption by the affirmative vote of the certificateholders representing at least a majority of the Corporation's outstanding HPICs with voting rights that are present or represented at the meeting.

8. *Other Matters –*
   Consideration of such other business as may property come before the meeting

Any relevant questions or comments received by the Office of the Corporate Secretary via email within the prescribed period given to registered certificateholders shall be properly acknowledged, noted and addressed, accordingly.

9. *Adjournment*

Upon confirmation by the Corporate Secretary that there are no other matters to be considered, and on motion duly made and seconded by a certificateholder, the Chairman of the meeting will declare the meeting adjourned. The meeting proceedings shall be recorded in audio and video format to be safe kept by the Office of the Corporate Secretary and shall be made available in a secured manner to certificateholders upon request by sending an email to HeritageParkACM@rmmi.com.ph.