

PROMIGAS S.A. E.S.P.

REGULATIONS OF THE GENERAL MEETING OF SHAREHOLDERS

In order to ensure that the General Meeting of Shareholders achieves its objectives, the fulfillment of its functions, facilitates debate and decision making, within a framework of respect, participation and equitable treatment of shareholders, the following Internal Regulations for the operation of the Meeting are established.

ARTICLE ONE.-DUTIES OF THE GENERAL MEETING OF SHAREHOLDERS.

The General Meeting of Shareholders shall exercise the following duties:

- a) To examine, approve, or disapprove the financial statements to be submitted thereto by the Board of Directors.
- b) Approve the balance sheet, decide on the destination of the profits it generates, after deducting the amounts that must be taken to legal reserves in accordance with the law;
- c) To decree the creation of special reserves, charged to distributable profits;
- d) To elect for two-year terms, the members of the Board of Directors, principals and alternates.
- e) To appoint the statutory auditor for two-year terms and allocate the funds to pay for the services of the statutory auditor's support personnel;
- f) To delegate to the Board of Directors, the duties they deem convenient or which are not attributed by law exclusively to the Meeting, and to grant them the necessary authorizations;
- g) To order the capitalization of profits and reserves that may be capitalized in accordance with the law;
- h) To authorize the disposal or lease of all the company's assets;
- i) To order the capital increase of the company, the extension or reduction of its term, its merger with another or other companies, its transformation, its division, its early dissolution, or any amendment of statutes;
- j) In the event of Company's dissolution for any reason whatsoever, to appoint the liquidator and his alternates, to determine their remuneration and to freely remove them at any time;
- k) To authorize the issuance of bonds and any other securities authorized by law;
- l) To exercise the other duties conferred by the bylaws and those that naturally correspond thereto as the supreme Board of Directors of the company.
- m) Establish the parameters under which managers are authorized to carry out transactions with related parties. Paragraph: For transactions with related parties involving the managers, the General Meeting of Shareholders periodically reviews the parameters and conditions under which these transactions are

feasible, ensuring that they benefit the company and are conducted on market terms, in accordance with the Procedure for Transactions with Interested Parties to Managers, PPA-802 (internal document).

n) Approve its own Regulations, as well as any additions and amendments thereto.

ARTICLE TWO.- TYPES OF GENERAL ASSEMBLY MEETINGS

The General Meeting of Shareholders may hold the following types of meetings:

a) Ordinary Meetings: Are those meetings in which the situation of the company is examined, the managers are appointed, the members of the Board of Directors, the Statutory Auditor, the financial statements of the company are submitted for consideration, among other things.

b) Extraordinary Meetings: They shall be extraordinary when urgent circumstances or unforeseen needs of Company so require.

Nothing in this article shall preclude the holding of so-called virtual meetings, in accordance with the provisions of applicable law.

ARTICLE THREE.-VENUE: The meetings of the General Meeting of Shareholders shall be held at the main address of the company, either at the administrative offices or at another place expressly indicated in the corresponding notice of meeting. Universal meetings and non-face-to-face meetings are excepted from this rule.

ARTICLE FOUR.- OPPORTUNITY

a) Ordinary Meetings: The General Meeting shall meet in ordinary session once a year and during the first quarter of each year. The meeting shall be held on any business day at the place of the registered office, at the date and time stated in the notice. If no meeting is convened, the General Meeting of Shareholders shall be automatically held on the first business day in April at 10:00 a.m. at the Company's registered office: The Extraordinary Shareholders' Meeting shall be held at any time.

ARTICLE FIVE.- NOTICE OF MEETINGS OF THE GENERAL MEETING OF SHAREHOLDERS. The notice to the different meetings of the General Meeting of Shareholders shall be made in the following manner:

a) Ordinary Meetings: The Board of Directors shall call the shareholders to the Ordinary Meeting no less than thirty (30) calendar days in advance. Notices of meetings shall be issued by publication in a nationally circulated newspaper, within the advance notice periods specified herein.

The notice shall state the date, time and place of the meeting and the agenda of the meeting.

Simultaneously with the notice for the extraordinary meetings, or at least fifteen (15) business days in advance, the proposed resolutions that the Board of Directors will submit to the General Meeting of Shareholders for each item on the Agenda shall be made available to the shareholders.

b) Extraordinary Meetings: The notice shall be made at least five (5) business days in advance.

The notice shall state the date, time and place of the meeting and the agenda of the meeting.

The notice may be made by the President, the Board of Directors, the Statutory Auditor or the competent authority when requested by a shareholder or group of shareholders representing ten (10%) or more of the subscribed shares.

c) If at any ordinary or extraordinary meeting, there is no quorum, a new meeting shall be called which shall meet and decide with a plural number of members, regardless of the number of shares represented. The meeting shall be held no earlier than ten (10) working days and no later than thirty (30) business days following the date scheduled for the first meeting.

ARTICLE SIX.- RIGHT OF INSPECTION. In exercise of the right of inspection, the shareholders during the fifteen (15) business days prior to the Ordinary Shareholders' Meeting shall have the right to examine for themselves or through a representative duly accredited in writing, at the offices of the administration operating at the main domicile of the company, among others, the following documents:

- a) The copy of the notice of call to the Ordinary Shareholders' Meeting
- b) The general purpose financial statements and the notes to the individual and consolidated financial statements.
- c) The opinion of the statutory auditor on the financial statements.
- d) The reports of the President of the Company, the Board of Directors, and the Audit and Corporate Governance Committee.
- e) The minute books of the Board of Directors, subject to the prior subscription of a confidentiality agreement, of the Audit and Corporate Governance Committee and of the General Meeting of Shareholders.
- f) Statutory reform projects, if applicable.
- g) The profit distribution or loss absorption project, as the case may be.
- h) The Statutory Auditor's report.
- i) The Shareholders' Registry Book.
- j) Other papers and documents permitted by law.

Paragraph one: This right does not extend to documents related to trade secrets or to information which, if disclosed, could be used to the detriment of the company.

Paragraph two: When a statutory reform consisting of a transformation, merger, spin-off, or segregation is to be submitted to the General Shareholders' Meeting for consideration, the project must be made available to the shareholders at the main address of the offices where the company's administration operates at least fifteen (15) business days in advance.

ARTICLE SEVEN.- PARTICIPANTS. The General Meeting of Shareholders shall be chaired by the President of the Board of Directors or, in their absence, by the shareholder appointed by the same Meeting or by the president of the company. The Secretary of the Company shall act as Secretary of the General Meeting and in their absence, the person appointed by the President of the General Meeting.

The members of the Board of Directors and the Presidents of the Board Committees and the President of the Company shall also attend the General Meeting of Shareholders in order to respond to shareholders' concerns that may arise in connection with the matters under their responsibility or to report on specific aspects of their work.

In the event that any of them are unable to attend, other members of the Board of Directors, of the respective committee or of Top Management, as the case may be, may respond to the concerns raised regarding the matters in charge of such management bodies, in such a way that in no event may their absence constitute an impediment for the Meeting to be held.

ARTICLE EIGHT.- CONSTITUTION OF THE GENERAL MEETING OF SHAREHOLDERS

The President of the Board of Directors shall constitute and preside over the General Meeting of Shareholders, or in his absence another member of the Board, the President or a Vice-President of the company, and in their absence, the person determined by the Meeting for such purpose.

ARTICLE NINE.- BOARD OF DIRECTORS

The board of directors shall consist of the President of the Board of Directors or other member of the Board of Directors, the President and the Secretary of the Company.

The duties of the Board of Directors are as follows:

- a) To determine the voting mechanism to be used, whether it be ordinary, electronic, by ballot box or by roll call.
- b) To request shareholders to withdraw from the meeting when their behavior is inappropriate or hinders the normal development of the General Meeting of Shareholders.
- c) Ensure that shareholders or their representatives receive equitable treatment at the General Meeting, regardless of the number of shares they hold or represent.
- d) To ensure compliance with this Regulation.
- e) To ensure the normal development of the General Meeting of Shareholders.

ARTICLE TEN.- PRESIDENT OF THE GENERAL MEETING OF SHAREHOLDERS

The President of the Board of Directors shall act as President of the General Meeting of Shareholders, in his absence another member of the Board of Directors, the President or a Vice-President of the company, or in their absence, whoever the General Meeting of Shareholders may determine for such purpose.

The President of the General Meeting of Shareholders shall have the following duties:

- a) To preside over the General Meeting of Shareholders and the Board of Directors.
- b) To give the floor to shareholders and other guests at the meeting in an orderly manner, when requested.
- c) To extend the time of the interventions when requested to do so.
- d) Call each shareholder or his representative to proceed to vote according to the mechanism used.

e) To announce directly or through the Secretary the results of the voting at the General Meeting of Shareholders.

f) Sign the minutes of the Assembly once they have been approved by the Committee appointed to approve the minutes.

ARTICLE ELEVEN- SECRETARY OF THE GENERAL MEETING OF SHAREHOLDERS The General Secretary of Promigas S.A.E.S.P. will act as Secretary of the General Meeting of Shareholders and, in his absence, whoever the Meeting determines for this purpose.

The Secretary of the General Meeting of Shareholders shall have the following duties:

a) To verify shareholder capacity.

b) To verify the deliberation and decision quorum during the development of the General Meeting of Shareholders.

c) To receive the lists of candidates for the Board of Directors, which may only be registered before the beginning of the agenda item corresponding to said election.

d) To verify the content and validity of the lists submitted.

e) To provide the legal support required during the General Meeting of Shareholders.

f) To receive the different proposals and recommendations made by the shareholders in the course of the Meeting.

g) To prepare the minutes of the General Meeting of Shareholders and sign them once they have been approved by the committee appointed to approve the minutes.

ARTICLE TWELVE: RIGHTS OF THE SHAREHOLDERS AT THE GENERAL MEETING. The following are the rights of the shareholders:

a) To submit for consideration of the shareholders the inclusion of new items on the agenda at the General Meeting of Shareholders.

b) Submit for approval of the shareholders the agenda of the ordinary or extraordinary meetings of the General Meeting of Shareholders, which must be broken down into the different matters to be addressed so that they are not confused with others, except for those items that must be addressed jointly because they are related to each other.

c) To have timely and sufficient access to the documents subject to the right of inspection.

d) To participate in the deliberations of the General Meeting of Shareholders and vote thereat.

e) To request specialized audits, in the manner and under the terms set forth by the Bylaws.

f) To settle and resolve any differences that may occur between shareholders or managers and the Company, as well as those that may arise between shareholders or among shareholders and managers, on the occasion of the execution, interpretation, performance, termination or development of the corporate contract or during the liquidation of the Company, by means of the conflict resolution mechanisms set out in the Bylaws and the law.

- g) To formulate requests, claims or proposals to the Company, and obtain a timely response thereto.
- h) Make recommendations to the Audit and Good Governance Committee for the improvement of the Company's Good Governance or other aspects of operation thereof, as well as to demand compliance with Promigas S.A.E.S.P.'s Code of Good Governance.
- i) To receive a proportional part of the corporate profits established by the year-end balance sheets, subject to the provisions of the Law and the Company's Bylaws.
- j) To exercise the right of withdrawal in the cases established by law.
- k) To ensure equitable treatment during the General Meeting of Shareholders.
- l) To submit proposals and recommendations to the Secretary in the course of the General Meeting of Shareholders.
- m) To request the floor in an orderly and respectful manner from the President of the Meeting.

Paragraph: With respect to the specialized audits established in paragraph e) above, in the event that a shareholder considers it necessary to carry out such an audit, he/she must request it in writing to the General Secretary's Office, Promigas Investor Service Office, which is the unit within the company in charge of serving the investors' needs no later than fifteen (15) business days prior to the Meeting, stating at least the following points:

- The name of the shareholder requesting the audit.
- The name of the firm that will carry out the audit, along with a detailed description demonstrating its recognized reputation and track record.
- Detailed justification of the reasons for which the audit is requested.

Under no circumstances shall the audits focus on specific matters and they must not address industrial secrets or matters covered by intellectual property laws. The Board of Directors reserves the right to reject any request that does not comply with the requirements set forth hereunder.

- n) To promote the jurisdictional procedure, to make effective the protection of their rights, before the Financial Superintendence of Colombia.

ARTICLE THIRTEEN.- RESTRICTION ON A SHAREHOLDER RIGHT TO PARTICIPATE IN THE GENERAL MEETING

- a) When the shareholder is in arrears with the payment of shares (art. 397 C.Co.), without prejudice to its participation and voting on those which it has paid.
- b) When the quotas or shares have been delivered in usufruct, unless the exercise of political rights has been expressly reserved (art. 412 C.Co.)
- c) The pledge shall not confer upon the creditor the rights inherent to the capacity of shareholders except by virtue of express stipulation or agreement. (art. 411 C.Co.).

ARTICLE FOURTEEN: DELIBERATIVE QUORUM

The decisions of the General Meeting of Shareholders require that more than 50% of the subscribed shares of the company be duly represented, and must be adopted with the affirmative vote, by itself or through proxies, of shareholders representing at least half plus one of the shares represented at the respective meeting. Any proposal that is not approved with the required votes shall be deemed refused. Except in cases where the law requires a special majority PARAGRAPH FIRST: In any election in which votes are to be cast for two or more persons, the electoral quotient system shall be applied, dividing the total number of votes by the number of persons to be elected; each list shall be scrutinized following the quotient in the number of votes cast for the election and if there are still seats to be filled, these shall correspond to the remainders, in descending order; in case of a tie in the remainders, the lot shall decide. PARAGRAPH TWO: The representative or agent of a shareholder, whether a natural or legal person, individual or collective of any kind, may not split the vote of their representative or principal, which means that the shareholder is not allowed to vote with one or more shares of the shares represented in a certain direction or for a certain person and with one or more other shares in a different direction or for other persons. However, this indivisibility of the vote does not preclude the representative or proxy of several natural or legal persons or of several individuals or collectivities, to vote in each case following separately the instructions of the person or entity represented or principal but without splitting, in no case the vote corresponding to the shares of a single shareholder.

However, at Meetings by right or on second call, the attendance of a plural number of persons, regardless of the number of subscribed shares represented, shall be sufficient to constitute a deliberative quorum.

The deliberations of the General Meeting of Shareholders may be suspended and then resumed as many times as decided by any plural number of attendees representing fifty-one (51%) of the shares represented at the meeting. However, the deliberations shall not be extended for more than three (3) days. To resume the meeting, no new notice is required and those who were not present at the initial deliberation may attend.

ARTICLE FIFTEEN.- QUORUM AND DECISION MAJORITIES

Decisions of the General Meeting of Shareholders shall be adopted by a majority of the votes present, with the following exceptions:

- a) The distribution of profits shall be approved by the Assembly with the vote of a plural number of shareholders representing at least seventy-eight percent (78%) of the shares represented in the meeting. When such majority is not reached, at least fifty percent (50%) of the net profits or of the balance thereof, if losses from previous years are to be offset, must be distributed.
- b) The payment of dividends in the form of bonus shares of the company, mandatory for all shareholders, shall require the favorable vote of not less than eighty percent (80%) of the shares represented at that meeting. In the absence of such a majority, such shares may only be given as dividends to those shareholders who accept them.
- c) The decision pursuant to which a certain issue of shares is placed without preemptive rights shall require the favorable vote of not less than seventy percent (70%) of the shares present at that meeting.

ARTICLE SIXTEEN.- INTERVENTIONS

Shareholders may speak at meetings of the General Meeting of Shareholders when the President grants them the floor.

Shareholders may speak for a maximum of five (5) minutes; such time may be extended at the discretion of the Board of Directors.

No shareholder may speak more than twice on the same subject.

Guests may speak at the direction of the President.

ARTICLE SEVENTEEN.- BEHAVIOR AND PROHIBITIONS

During the Meeting, shareholders must at all times comply with these Regulations, behave appropriately and treat each other with respect.

Moreover, the following conducts are expressly prohibited for members of the Board of Directors, legal representatives, employees, regardless of their employment relationship, temporary employees, liquidators and, in general, any person who advises or provides services to the company, :

- Encouraging, promoting, or suggesting that shareholders grant proxies without clearly specifying the name of the representative for the meetings.
- Receiving proxies from shareholders for the Meetings without the name of the respective representative being clearly specified.
- Accepting as valid proxies granted by shareholders to participate in Meetings without complying the requirements established in Article 184 of the Code of Commerce.
- Suggesting or designating to shareholders the names of those who will act as proxies in the meetings.
- Recommending to shareholders the list they should vote for in the meetings.
- Suggesting, coordinating, or agreeing with any shareholder or their representatives on the submission of proposals for the meeting's consideration.
- Suggesting, coordinating, or agreeing with any shareholder or their representatives on voting for or against proposals submitted in the assembly.

ARTICLE EIGHTEEN.- VOTING

Shareholders have the right to freely express their opinions, to cast as many votes as shares they own in the Company, without any limitation or restriction other than those expressly provided by law and the Company's Bylaws.

The shares shall be indivisible and consequently, when for any legal or conventional reason a share must belong to several persons, they must designate a single representative to exercise the rights corresponding to the shareholders' capacity.

The votes corresponding to the single shareholder are indivisible, which means that split votes is not permitted, except in those cases in which it is legally appropriate.

The managers and employees of the company may not vote on the financial statements and year-end accounts while in office.

ARTICLE NINETEENTH: ELECTIONS OF BOARD MEMBERS Elections shall be held in accordance with the Bylaws and the Code of Good Governance and shall be deemed to have taken place when the candidate(s) obtain the number of votes required by the Bylaws to become a member of the Board of Directors.

When voting for two (2) or more persons to integrate the Board of Directors, such voting shall be carried out by the electoral quotient mechanism.

ARTICLE TWENTY: ELECTION OF THE STATUTORY AUDITOR

The President and the Board of Directors shall submit to the consideration of the General Meeting of Shareholders the necessary evaluations so that it may have sufficient elements of judgement on the quality and service of the Statutory Auditor nominated. The selection of candidates shall be based on the analysis of the criteria of experience, reliability, and recognition, as well as the ability to ensure compliance with the company's policies and other provisions on good governance.

The election shall be for a term of two (2) years, without prejudice to the possibility that the Meeting may remove it at any time.

ARTICLE TWENTY-ONE.- COMMISSIONS

The General Meeting of Shareholders shall have a Minutes Review and Approval Committee, which shall be comprised of two (2) persons elected by the General Meeting of Shareholders and shall be responsible for reviewing the content of the Meeting minutes prepared by the General Secretary, approving them and signing them if they are found to be in accordance with the truth and the reality of the events that took place.

Additionally, if deemed necessary, an Elections and Ballot-Counting Committee may also be established. It shall be composed of three (3) persons in charge of ensuring that voting is conducted in a transparent manner and in accordance with the Bylaws, the Code of Good Governance and these Regulations. If applicable, it will also count the votes. This Committee shall inform the Board of Directors of the results of each of the votes.

ARTICLE TWENTY-TWO.- SHAREHOLDERS' AGREEMENT

Two or more shareholders who are not company's managers may enter into agreements by virtue of which they undertake to vote in the same or in a certain manner at the meetings of the General Meeting of Shareholders.

Such an agreement may include a provision allowing one or more of them or a third party to carry out representation at the meeting or meetings of the General Meeting of Shareholders.

The agreement is required to be in writing and delivered to the Legal Representative for deposit at the offices where the administration of the company is located in order to produce effects with respect to it. Otherwise, neither the Company nor the other shareholders shall be liable for any failure to comply with the terms of the agreement.

ARTICLE TWENTY-THREE.- MINUTES OF MEETINGS

The meetings, deliberations, resolutions, elections, and other work and actions of the General Meeting of Shareholders shall be recorded in the respective minute book. These shall be authorized by the signatures of the Commissioners, the President and the Secretary of the General Meeting, or in their absence, by the Statutory Auditor. The minutes shall be headed with their number and shall state at least the following: the place, date, and time of the meeting; the number of shares subscribed; the form and notice of the meeting; the list of attendees with an indication of the number of shares owned or represented by them; the business transacted; the decisions adopted and the number of favorable votes cast, against or blank; the written evidence presented by the attendees during the meeting; the appointments made and the date and time of the closing of the meeting. The minutes shall be approved by the General Meeting itself or by the persons designated at the meeting for such purpose.

ARTICLE TWENTY-FOURTH.- INFORMATION SUBSEQUENT TO THE MEETING

Within the legal term, the minutes of the Meeting approved by the Committee appointed for such purpose and signed by its members and by the President and Secretary of the Assembly shall be sent to the competent entities.