



Barranquilla, March 22, 2018

Ms.

Sandra Patricia Perea Díaz
Delegate Superintendent for Issuers,
Investment Portfolios and Other Agents
Colombian Financial Superintendence
Calle 7ª No. 4-49
Bogota, D.C.

RE: 261-004
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Pursuant to the provisions of Resolution 116/2002, Article 2.3.1.2, issued by the Securities Superintendence, we hereby inform the measures and mechanisms adopted by Promigas S.A. E.S.P. prior to the Shareholders' Meeting to avoid illegal and unauthorized practices and conducts:

- The call notice to the Ordinary Shareholders' Meeting was published on the nationally distributed newspaper El Tiempo, so that the largest number of shareholders had the opportunity to know the date and time of the meeting.
- The requirements for the powers granted by Shareholders who could not personally attend were set out in the call notice.
- The call notice to the Meeting and the Meeting's agenda were published as eventual information.
- The Code of Good Governance of Promigas contains a chapter on the particular rules for holding meetings, which includes the prohibition of certain conducts in order to ensure the transparency of such meetings and special obligations that must be met by the Shareholders' Meeting Secretary.
- At the Board Meeting held on February 14, 2018, the Shareholders' Meeting Secretary was reminded of his obligation to ensure compliance with the provisions of Resolution 116 and the Code of Good Governance of Promigas.



The Chairman of said Board Meeting held on February 14 has hereunto set his hand.

A handwritten signature in brown ink, which appears to read "Bernardo Noreña Ocampo".

Bernardo Noreña Ocampo
Chairman of the Board of Directors