

# Management Proposal

Annual General Meeting April 5th, 2022



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Manual for Participation in General Shareholder Meetings



#### **Management Message**

Dear Shareholders,

EDP – Energias do Brasil S.A. ("Company" or "EDPBR") is a holding company that holds investments in the electricity sector, consolidating assets for generation, sale, distribution, transmission, and electricity services.

EDPBR is majority-owned by EDP - Energias de Portugal, S.A. ("EDPPT"), a Portuguese company and one of the largest European operators in the electricity sector.

EDPBR's shares are listed on the Novo Mercado of B3 S.A. – Brazil, Bolsa, Balcão ("<u>B3</u>"), and since July of 2005, has adhered to the highest standards of corporate governance. The Company's shares are also negotiated at Latibex, a segment from Madrid's Stock Market, under the symbol "XENBR".

Reinforcing our commitment to maintain the highest level of transparency towards the Shareholders and based on our policy of good corporate governance practice, we have made available this manual to better guide you, containing information about the Annual General Meeting ("General Meeting").

In this sense, we invite the Shareholders to participate in this Company's General Meeting, to be held on **April 5<sup>th</sup>**, **2022**, at **04:00 p.m.**, **in an exclusively digital form**, whose Call Notice is already available on the Securities and Exchange Commission website ("CVM").

#### At such General Meeting we will inspect the agenda provided for in the aforementioned Call Notice, which are:

- (i) taking the management accounts, inspecting, discussing, and voting the management report and the financial statements, accompanied by our independent external auditors' report, related to accounting year ended on December 31<sup>st</sup>, 2021;
- (ii) approving the net income allocation, the dividends distribution related to the accounting year ended on December 31st, 2021, and the Company's capital budget, pursuant to the terms of article 196 of Law n.
  6.404, as of December 15th, 1976 ("Brazilian Corporation Law");
- (iii) defining the number of members of the Board of Directors and discuss on their election; and
- (iv) setting up the global remuneration of the Company's management.

Finally, we inform that we will count on the presence of the Company's Management at the General Meeting, which will be able to provide any information related to the matters on the agenda. We count with your presence, Messrs. Shareholders, and we hope that this manual will be useful for your participation.

Sincerely,

**EDP – Energias do Brasil S.A.** Management

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#### **Guidelines for attending the General Meeting**

EDP - Energias do Brasil S.A. ("Company" or "<u>EDPBR</u>") shareholders may participate in the Annual General Meeting ("General Meeting") through the electronic system for remote participation, or else they may exercise their right to vote remotely, under the terms of CVM Instruction 481, as of December 17<sup>th</sup>, 2009, as amended ("ICVM 481/09"), as follows:

**WHO CAN PARTICIPATE:** Shareholders holding nominative shares, with no par value, issued by the Company, by itself, by its legal representatives or attorneys-in-fact, may participate in the General Meeting, provided that such shares are registered in their name in the records of the depositary financial institution, Itaú Corretora de Valores S.A.

**HOW TO PARTICIPATE**: The Company's shareholders may participate in the General Meeting through a digital platform to be made available by the Company for access on the General Meeting's day and time, as detailed below.

**REQUIRED DOCUMENTS:** The shareholders must forward (i) the proof of ownership of shares issued by the Company, and (ii) the documents applicable below ("Documentation for General Meeting Attendance").

We emphasize that documents issue abroad must have the acknowledgement of signature by a Notary or Public Notary, legalized/attached with an apostille at the Brazilian Consulate, translated by a sworn translator registered at the Board of Trade and registered with the Registry of Deeds and Documents, under the terms of the legislation in force.

(a) **Individual:** certified copy of the valid identification document with photo, or, if applicable, the identification document of the attorney-in-fact and the respective power of attorney.

(b) **Legal Entity:** certified copy of the valid identification document with photo of the legal representative and copy of the supporting documents of representation, including the power of attorney and copy of the articles of association and the minutes of the executives' election.

(c) **Investment Fund:** certified copy of the valid identification document with a photo of the representative and supporting documents of representation, including a power of attorney and a copy of the fund's regulations in force, of the bylaws or articles of association of its agent or manager, according to the case, and the minutes of the executives' election of the agent or manager.

(d) **Attendance by Proxy:** The attorney-in-fact must have been constituted less than one (1) year ago, and qualify as a Company's shareholder or manager, a lawyer registered with the Brazilian Bar Association or, even, a financial institution, as provided in the CIRCULAR LETTER/ANNUAL-2022- CVM/SEP, the corporate shareholders may be represented at the Meeting through their legal representatives or via duly constituted representatives in accordance with the articles of incorporation of the respective company and with the rules of the Brazilian Civil Code, in which specific case, there is no need for the legal representative of the corporate shareholder to be a shareholder or manager of the Company or, even, a lawyer. Likewise, investment fund shareholders, as decided by the CVM Collegiate in the scope of CVM Administrative Procedure No. RJ-2014-3578, may be represented at the Meeting through their legal representatives duly constituted by their manager or agent, as provided for in its regulations, the bylaws, or articles of association of its agent or manager, as the case may be.

To participate and vote, using the "Microsoft Teams" platform ("Digital Platform"), the shareholder must send a request to the Company to the email address assessoria.societaria@edpbr.com.br, **up to two (2) days** before the date of the Meeting (that is, until **04:00 p.m. of April 3<sup>rd</sup>, 2022**), accompanied by the Documentation for Attending the General Meeting, including, but not limited to, proof of ownership of shares issued by the Company ("Registration of Attendance").

In response to the email, after analyzing the documents sent and proving ownership of the shareholder's shares, under the terms above, they will be forwarded, by the Company, to each shareholder (or their respective Attorneyin-fact, as the case may be) who has made the regular Registration of Attendance, information, and guidelines for accessing the Digital Platform, including, but not limited to, an access link. Such information and guidance will be forwarded exclusively to the email address informed in the Registration of Attendance, regardless of the email address used by the shareholder (or his respective Attorney-in-fact, as the case may be) to send the documents and information for purposes of such registration.

If the shareholder who has duly requested his participation, in line with the provisions of this Management Proposal, does not receive from the Company, the email with instructions for access and participation in the Meeting with, at least, twenty-four (24) hours prior to the meeting (that is, **until 04:00 p.m. on April 4<sup>th</sup>, 2022**), shall contact the Company via the aforementioned email, being certain that, in any event, the shareholder should contact the Company before 6:00 pm on April 4<sup>th</sup>, 2022, so that can be sent to him (or provided by phone) his respective instructions for access.

In case of need to supplement additional documents/or clarifications in relation to the documents sent for the purposes of Registration of Attendance, the Company shall contact the shareholder (or its respective Attorney-in-fact, as the case may be) to request such additional documentary information and/or supplementary clarifications in a timely manner that allows the sending of information and guidelines for access to the Digital Platform.

The Company clarifies that, if there is no interest expressed by the shareholder (or its respective Attorney-in-fact, as the case may be) in participating in the Meeting, under the terms established above, **until 03:00 p.m. of April 5**<sup>th</sup>, **2022** (date of holding of the General Meeting), or if the requests for documentary complementation and/or additional clarifications referred to in the previous paragraph are not met in order to attest the regularity of shareholder representation, the participation of the shareholder in the Meeting through the Digital Platform will not be possible.

The Company also highlights that the information and guidelines for accessing the Digital Platform, including, but not limited to, the access link, are unique and non-transferable, with the shareholder (or its respective Attorneyin-fact, as the case may be) being fully responsible for the possession and confidentiality of the information and guidelines transmitted to him by the Company under the terms set forth herein.

The Company recommends that the shareholders become familiar with the use of the Platform in advance and ensure the compatibility of their electronic devices with the use of the Platform (by video and audio).

The registered shareholder may participate in the Meeting through the electronic system with **video and audio** resources, and the shareholders **must keep their respective cameras connected throughout the course** of the Meeting to ensure the authenticity of the communications, exercising their rights of expression, and voting through the available platform. The Company clarifies that the Meeting will be recorded in its entirety.

The Company also requests that, on the day of the Meeting, the qualified shareholders access the Digital Platform at least **30 (thirty) minutes before** the scheduled time for commencing the works, to allow validation of access and participation of all Shareholders using it. The access to the Meeting will not be allowed after the commencement of the works.

The Company clarifies that it is not, and will not be, responsible for any operational or connection problems of the shareholder, as well as for any other problems external to the Company that may make it difficult or impossible for the shareholder to participate in the Meeting through the Digital Platform.

In addition, the Company, under the terms of ICVM 481/09, will adopt the systematic of the Remote Voting Bulletin. The documents related to the matters mentioned in the agenda above, including the Remote Voting Bulletin and the guidelines for completing and sending them, were made available to the shareholders for consultation at the Company's headquarter and website (www.edpbr.com.br/ri) and sent to B3 (www.b3.com.br) and to the Brazilian Securities and Exchange Commission - CVM (www.cvm.gov.br), in accordance with the provisions of the applicable legislation.

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#### REMOTE VOTE BULLETIN Annual General Meeting of 04/05/2022 EDP - ENERGIAS DO BRASIL S.A.

#### Shareholder's Name Shareholder's CNPJ or CPF Email

#### Filling guidelines

This bulletin must be completed if the shareholder chooses to exercise his voting rights remotely, pursuant to CVM Instruction No. 481, as amended.

In this case, it is essential that the fields above are filled in with the full name (or company name) of the shareholder and the registration number with the Ministry of Finance, whether of legal entity (CNPJ) or individual (CPF), in addition to an email address for possible contact.

In addition, for this vote bulletin to be considered valid and the votes cast herein to be counted in the General Meeting's quorum:

- all fields below must be duly completed;

- all pages must be initialed;

- at the end, the shareholder, or his/her legal representative(s), as the case may be and under the terms of the current legislation, must sign the bulletin; and

- it will not be required the acknowledgement of the signatures affixed in the bulletin, nor their legalization by the consulate.

### Delivery guidelines, indicating the option to send directly to the company or to send filling instructions to the bookkeeper or custodian

The shareholder who chooses to exercise his voting rights remotely will be able to: (i) complete and send this bulletin directly to the Company, or (ii) transmit the filling instructions to suitable service providers, according to the guidelines below:

Voting by means of service providers - Remote voting system.

The shareholder who chooses to exercise his right to vote remotely by means of service providers must transmit his voting instructions to his respective custody agents, observing the rules set by them, who, in turn, will forward such manifestations of vote to B3 Depository Central. To this end, shareholders shall contact their custody agents and check the procedures. They should contact their custody agents and check the procedures they have established for issuing voting instructions via bulletin, as well as the documents and information required by them to do so.

Bulletin dispatch by the shareholder directly to the Company:

The shareholder who chooses to exercise his right to vote remotely may, alternatively, do so directly to the Company, and for this purpose, forward the following documents to Rua Werner Von Siemens, nº 111, Prédio 22, Bloco A, Lapa de Baixo, City of São Paulo, State of São Paulo, Postal Code 05069-900, to the attention of the Investor Relations Department.

(i) Physical copy of this bulletin, duly completed, initialed, and signed;

(ii) Proof issued by the depositary financial institution for the shares owned by it; and

(iii) Certified copy of the following documents:

(a) for individuals:

- identification document with photo of the shareholder;

(b) for legal entities:

- last bylaws or consolidated articles of association and corporate documents that prove the legal representation

of the shareholder; and

- identification document with photo of the legal representative.

(c) for investment funds:

- the last consolidated regulation of the fund;

- bylaws; and

- identification document with photo of the legal representative.

# Postal and electronic address for sending the remote vote bulletin if the shareholder wishes to deliver the document directly to the Company:

Email: assessoria.societária@edpbr.com.br.

Address: Rua Werner Von Siemens, nº 111, Prédio 22, Bloco A, Lapa de Baixo, City of São Paulo, State of São Paulo, Postal Code 05069-900.

If you are interested in forwarding physical documents to such address, please contact our IR.

# Indication of the institution hired by the Company to provide the securities bookkeeping service, with name, physical and electronic address, telephone for contact:

Banco Itaú, with address at Rua Ururaí, nº 111, Prédio B, Térreo, Tatuapé, Postal Code 03084-010 - São Paulo/SP. Contact by phones (55 11) 3003-9285 (capital and metropolitan regions) or 0800 7209285 (other locations).

*Note:* The full version of the Remote Vote Bulletin can be found at CVM website.

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