



Bogotá D.C., February 12, 2024

Messrs. Shareholders of Colombia Telecomunicaciones S.A. ESP BIC

Dear Shareholders:

Pursuant to the provisions of Article Thirty-Nine (39) of the Bylaws of Colombia Telecomunicaciones S.A. ESP BIC, I hereby call you to the extraordinary meeting of the General Assembly of Shareholders' to be held on February 19, 2024, at 3:00 p.m.

The meeting will be held remotely via the Microsoft Teams app. For such purpose, the invitation Will be sent in a subsequent email along with the link through which you may connect and participate in the meeting.

The proposed agenda for the meeting is as follows:

1. Quorum verification.
2. Election of the Chairman and Secretary of the meeting.
3. Red Única.
4. Approval and drawing up of the Minutes.

In compliance with the provisions of Article Thirty-Nine (39) of the Company's Bylaws, the draft resolution of the third item of the agenda are attached for your consideration.

Subsequently, we would like to inform you of the measures adopted to ensure participation in the meeting:

1. Shareholders must confirm their participation by e-mail to faride.guerrero@telefonica.com at least 2 hours prior to the meeting by sending (i) a scanned copy of their identity document, in the case of shareholders who are individuals, and (ii) a copy of their identity document and the certificate of existence and legal representation or equivalent document, with an issue date of no more than one month, in the case of legal representatives of legal entities.
2. Shareholders may be represented at the meeting of the General Shareholders Assembly by means of a written proxy indicating: the name of the attorney in fact, the person by whom the proxy may be replaced and the date of the meeting for which the proxy is granted. In this case, in addition to sending the documentation indicated for individual and legal entity shareholders, a copy of the power of attorney, the identity document of the grantor and the attorney-in-fact must be sent in scanned form.



3. On the day of the meeting, we ask you to enter at least 15 minutes in advance, to validate and verify the identity and/or power of attorney of the attendees.

Additionally, enclosed are the "Measures Adopted by the Board of Directors, at the meeting held on February 17, 2023, for the operation and celebration of the meetings of the General Shareholders' Assembly, in compliance with the provisions of Chapter VI, Title I, Part III of the Basic Legal Circular issued by the Financial Superintendency of Colombia, on "Unsafe and Unauthorized Practices".

Finally, it is hereby informed that from the receipt of this summon and up to two (2) days prior to the meeting, the Shareholders may request additional information or clarifications regarding the topics on the agenda. The request must be submitted by writing addressed to the Company's General Secretary by e-mail to atencionaccionistas.co@telefonica.com.

MARTHA ELENA RUÍZ DÍAZ-GRANADOS
Legal Representative
COLOMBIA TELECOMUNICACIONES S.A. ESP BIC

Colombia Telecomunicaciones S.A. ESP BIC**Measures Adopted by the Board of Directors, at the meeting held on February 17, 2023, for the operation and celebration of the meetings of the General Shareholders' Assembly, in compliance with the provisions of Chapter VI, Title I, Part III of the Basic Legal Circular issued by the Financial Superintendency of Colombia, on "Unsafe and Unauthorized Practices".**

- 1. Representation:** Shareholders may be represented at the General Meeting of Shareholders by written proxy indicating: the name of the proxy, the person authorized to substitute them, and the date of the meeting for which it is granted.
- 2. Quorum:** The General Meeting of Shareholders may deliberate with a number of persons representing, at least, one half plus one of the subscribed shares.
- 3. Chairmanship and Secretary:** The General Meeting of Shareholders shall appoint the Chairman of the meeting, and the Secretary of the Company shall act as Secretary thereof, or in their absence, the person designated by the Chairman of the General Meeting of Shareholders.
- 4. Voting:** each shareholder shall have as many votes as shares held in the Company, therefore, in no case shall the voting restriction apply.

It is informed that all these measures adopted by the Company, for the correct operation of the General Shareholders' Meeting, are established in the Company's Bylaws, in the Code of Good Corporate Governance and in the Regulations of the General Shareholders' Meeting. These documents are available on the Company's website. Shareholders are recommended to consult them before attending the meeting.

In addition, the legal representatives, administrators and other officers of the Company must ensure that all shareholders are treated equally and refrain from engaging directly or indirectly in the unsafe and unauthorized practices indicated in Chapter Six of Title I of Part III of the Basic Legal Circular of the Superintendency of Finance.
