

Dear Investors:

On March 25<sup>h</sup> of this year, the Ordinary and Extraordinary General Shareholders' Meeting of **QUÁLITAS CONTROLADORA, S.A.B. DE C.V. (the "Company")**, was called, same to be held on April 26<sup>th</sup> 2022 at 17:00 hours in the address located at Avenida San Jeronimo No. 478, 5<sup>th</sup> Floor, Jardines del Pedregal, C.P. 01900, Mexico City.

On this occasion, the process for the issuance of admission passes may be carried out in person directly at the Company's Secretary's Office located at Paseo de la Reforma 342, 28th floor, Colonia Juárez, Alcaldía Cuauhtémoc 06600 in Mexico City, or it may be carried out electronically in accordance with the following procedure:

1. To send the request via email to the following persons Xavier Mangino Dueñas, Elena Ibarrola Morlet, and Edith Marquez Díaz in the emails [xavier.mangino@hklaw.com](mailto:xavier.mangino@hklaw.com), [elena.ibarrola@hklaw.com](mailto:elena.ibarrola@hklaw.com) and [edith.marquez@hklaw.com](mailto:edith.marquez@hklaw.com). **(please include each and every one in all communications related to this subject )**.
2. To all requests carried out according to number 1 above, there must be attached, the specific certificate issued by the S.D. Ineval Institución para el Depósito de Valores, S.A. de C.V., the list of clients who wish to attend the Shareholders' Meeting, the corresponding form and other documents usually required for the issuance of the admission passes.
3. Once the information is received and validated according to the above numbers, the Secretary of the Company, which is in charge of Xavier Mangino Dueñas, will send via email the admission passes requested.
4. To comply with all sanitary measures, avoid the risk of contagion during the celebration of the Shareholders' Meeting, be able to solve the topics in it and generate certainty to the shareholders and the stock market, **the intermediaries may be able to issue a power of attorney in favor of Elena Ibarrola Morlet and/or Xavier Mangino Dueñas, which will vote according to the instructions indicated in such powers, with this, we will be able to achieve a proper representation of the shareholders in a smaller number of people gathered together.**
5. Those intermediaries and/or shareholders that have issued the powers of attorney in terms of the above, will be able to follow the Shareholders' Meeting remotely. The password and the procedure for remote access to the Meeting will be sent together with the admission passes that will be issued under the terms and conditions mentioned above.

6. Any doubt related to the procedure may be consulted and will be solved via email by Xavier Mangino Dueñas, Elena Ibarrola Morlet, and Edith Marquez Díaz in the emails [xavier.mangino@hklaw.com](mailto:xavier.mangino@hklaw.com), [elena.ibarrola@hklaw.com](mailto:elena.ibarrola@hklaw.com) and [edith.marquez@hklaw.com](mailto:edith.marquez@hklaw.com) **please include each and every one in all communications related to this subject.**

The intention of the procedure described in the numerals above, was conceived in order to comply even in times like this, with the Company's commitment to maintain the highest standards of corporate governance.

It is for this reason that we ask to all financial intermediaries their special collaboration and support in order to be able to achieve as soon as possible and in the greatest possible number, the reception of applications for the issuance of the admission passes, in terms of the procedure previously mentioned. The above in order to carry out the celebration of the Meeting in a successful way, being able to adopt the resolutions favorably according to the topics to be held in such Meeting, with which the Company is convinced, it will generate a great deal of certainty and transparency to the shareholders; but also to all participants in the stock market.

Finally, we did not fail to mention that the Company is committed at all times to its shareholders and the stock market in general, as well as to give transparency and continuity to the management of the Company, the foregoing within the applicable legal regulatory framework. Which is why, what is set on point 4 of de mechanism described above, consisting in the appointment of the attorneys-in-fact, is intended to provide our support in carrying out the procedure described in this communication.

*It is worth mentioning that the procedure described is in no way intended to avoid compliance with each and every one of the obligations in charge of the financial intermediaries and shareholders of the Company imposed by the legal provisions and circulars in force and applicable to everything related to the application and issuance of the admission passes for the General Shareholders' Meetings.*