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RULES ON REMOTE ATTENDANCE, PROXIES GRANTED TO THE CHAIRMAN OF THE MEETING BY MEANS OF DISTANCE COMMUNICATION AND EARLY VOTING BY MEANS OF DISTANCE COMMUNICATION
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RULES ON: (i) REMOTE ATTENDANCE, (ii) PROXIES GRANTED TO THE CHAIRMAN OF THE MEETING BY MEANS OF DISTANCE COMMUNICATION; AND (iii) EARLY VOTING BY MEANS OF DISTANCE COMMUNICATION.

A- RULES ON VOTING AND PROXIES GRANTED TO THE CHAIRMAN OF THE MEETING BY MEANS OF DISTANCE COMMUNICATION PRIOR TO THE MEETING

Endesa’s Board of Directors has decided, in accordance with the provisions of Article 30 of the Corporate Bylaws and of Article 21 of the General Meeting Regulations, that the following rules on long-distance voting and granting of proxies shall apply to this Annual General Shareholders’ Meeting, as from the date of publication of the relevant meeting notice:

1. VOTING

The shareholders of Endesa may cast their vote on Agenda items of the Annual General Shareholders’ Meeting through long-distance communication prior to the holding of the General Meeting, in the terms set forth herein below and in accordance with the provisions of the Spanish Capital Corporations Law, in Articles 26, 26 bis and 30 of the Corporate Bylaws, and in Articles 10, 10 bis and 21 of the General Meeting Regulations.

1.1 Means for Casting Long-Distance Votes

Valid means of distance communication for casting a distance vote are as follows:

(i) Electronic Means:

   a) The long-distance vote by electronic communication with the Company of any shareholder of Endesa must be cast through the Company’s website (www.endesa.com) by accessing the space dedicated to the Annual General Shareholders’ Meeting, under the section on long-distance voting and granting of proxies.

   In accordance with the provisions of the Bylaws and the General Meeting Regulations, the mechanism for casting a vote by electronic means must afford due guarantees of authenticity and identification of the shareholder exercising the voting right. The guarantees which the Board of Directors deems adequate in order to ensure the authenticity and identification of the shareholder exercising his/her voting right are, in accordance with the provisions of Article 21 of the General Meeting Regulations, the qualified electronic signature and the advanced electronic signature, in the terms provided under Regulation (EU) 910/2014 of the European Parliament and of the Council of 23 July 2014, provided that they are based on a recognized electronic certificate issued by the Spanish Public Certification Authority (Autoridad Pública de Certificación Española - CERES), a body of the Spanish National Mint (Fábrica Nacional de Moneda y Timbre) or issued by CAMERFIRMA, and of which there is no record of revocation.

   Those shareholders in possession of an electronic signature that meet the above-mentioned requirements and who are identified through such signature, as well as those shareholders who possess the electronic National Identity Card (DNIe), may cast their vote in relation to the Agenda items of the Annual General Shareholders’ Meeting through the Company’s website (www.endesa.com) by following the procedure established therein.
b) Long-distance votes may also be cast by sending an email to juntaaccionistas@endesa.es and including the following information:

- Full Name & National Identity Card (DNI) No.
- Digitized copy of the completed and signed attendance card However, we ask that whenever possible, the original attendance card be mailed to us at the following address prior to the scheduled General Meeting: ENDESA, S.A. (ANNUAL GENERAL SHAREHOLDERS' MEETING), CALLE RIBERA DEL LOIRA, 60, 28042 MADRID.

(ii) Postal Service:

In order to cast a distance vote by postal service, shareholders must complete and sign the “Distance Voting by Post” section on the physical Attendance, Proxy or Distance Voting Card issued by the entity participating in IBERCLEAR in which they have their shares deposited. Once the Attendance, Proxy and Distance Voting Card has been filled out and the “Distance Voting by Post” section signed, the shareholder may send the card:

1. By postal service to the following address: ENDESA, S.A. (ANNUAL GENERAL SHAREHOLDERS' MEETING), CALLE RIBERA DEL LOIRA, 60, 28042 MADRID.
2. By delivery to the entity participating in IBERCLEAR at which his/her shares are deposited.

In the event that the attendance card issued by the entity participating in IBERCLEAR does not include the section dedicated to “Distance Voting by Post”, a shareholder who wishes to vote long-distance by post must download the Distance Voting Card from Endesa’s website (www.endesa.com), printing a hardcopy and completing and signing said card together with the attendance card issued by the participating entity in IBERCLEAR. Once both cards have been completed and signed, the shareholder shall send them:

1. By postal service to the following address: ENDESA, S.A. (ANNUAL GENERAL SHAREHOLDERS' MEETING), CALLE RIBERA DEL LOIRA, 60, 28042 MADRID.
2. By delivery to the entity participating in IBERCLEAR at which his/her shares are deposited.

2. PROXY GRANTED TO THE CHAIRMAN OF THE MEETING BY MEANS OF DISTANCE COMMUNICATION

In accordance with Article 3, section 1.a) of Royal Decree-Law 34/2020, of 17 November, on urgent measures to support business solvency and the energy sector, and as relates to tax matters, the shareholders of Endesa may grant their proxy to the Chairman of the Meeting through long-distance communication before the Annual General Shareholders’ Meeting is held, in the terms set forth in the Spanish Capital Corporations Law, Article 30 of the Corporate Bylaws, Article 21 of the General Meeting Regulations, and as set forth in this official meeting notice.

2.1 Means for Granting Proxy

Valid means of distance communication for the granting of proxies are as follows:

(i) Electronic Means:

a) To grant a proxy to the Chairman of the Meeting by electronic communication with the Company, Endesa shareholders must go to the Company’s website at www.endesa.com,
access the link to the Annual General Meeting, and select the “Long-Distance Voting and Proxies” option.

In accordance with the provisions of the Bylaws and the General Meeting Regulations, the mechanism for granting proxy by electronic means must afford due guarantees of authenticity and identification of the shareholder granting proxy. The guarantees which the Board of Directors deems adequate in order to ensure the authenticity and identification of the shareholder granting a proxy are, in accordance with the provisions of Article 21 of the General Meeting Regulations, the qualified electronic signature and the advanced electronic signature, in the terms provided under Regulation (EU) 910/2014 of the European Parliament and of the Council of 23 July 2014, provided that they are based on a recognized electronic certificate issued by the Spanish Public Certification Authority (Autoridad Pública de Certificación Española - CERES), a body of the Spanish National Mint (Fábrica Nacional de Moneda y Timbre) or issued by CAMERFIRMA, and of which there is no record of revocation.

Those shareholders with an electronic signature meeting the specified requirements and who can be identified through such signature, as well as those shareholders who hold an electronic National Identity Card (DNIe), may delegate their proxy through the Company’s website (www.endesa.com) by following the procedure established therein. Notice that the shareholder has granted a proxy to the Chairman of the Meeting shall be deemed to have been made upon receipt by Endesa of said electronic proxy.

b) Shareholders may also delegate their proxy to the Chairman of the Meeting by sending an email to juntaaccionistas@endesa.es, including the following information:

- Full name and digitized copy of the National Identity Card (DNI) of the appointing shareholder
- Digitized copy of the completed and signed attendance card
(ii) **Postal Service:**

In order to delegate a proxy to the Chairman of the Meeting by postal service, shareholders must complete and sign the proxy section of the physical attendance card issued by the entity participating in IBERCLEAR.

Shareholders may send the duly completed and signed card:

1. By postal service to the following address: ENDESA, S.A. (ANNUAL GENERAL SHAREHOLDERS' MEETING), CALLE RIBERA DEL LOIRA, 60, 28042 MADRID.
2. By delivery to the entity participating in IBERCLEAR at which his/her shares are deposited.

**B- REMOTE ATTENDANCE AND RULES ON VOTING DURING THE MEETING**

In light of the current state of health alert caused by the Coronavirus, and in accordance with Article 3, section 1.a) of Royal Decree-Law 34/2020, of 17 November, on urgent measures to support business solvency and the energy sector, and as relates to tax matters, the Meeting will be held on an exclusively remote basis, i.e. without physical attendance of the shareholders or their proxyholders.

Shareholders who have their shares recorded in the pertinent book-entry ledger five days in advance of the Meeting being held may attend the General Meeting remotely.

Before connecting on the day of the Meeting, shareholders who will be attending remotely shall pre-register using the software application made available on the company's website, accessing the link to the Annual General Shareholders' Meeting and selecting the “Remote Attendance” option between 12:00 a.m. on 31 March 2021 and 12:30 p.m. on 29 April 2021. During this time period, the shareholders may also submit any interventions and/or proposed resolutions that, in accordance with the Capital Corporations Law, they intend to submit. This pre-registration is a mandatory requirement for shareholders to be able to connect and remotely participate in the Meeting.

Following pre-registration, on the day of the Meeting (30 April 2021, starting at 12:30 p.m.), shareholders who wish to participate in the meeting must connect or register between 10:30 a.m. and 12:00 p.m. in order to be considered present and to be included on the attendance list. Any shareholder that connects after the established deadline will not be considered present. Likewise, as relates to the interventions and proposed resolutions that, in accordance with the Capital Corporations Law, are intended to be delivered by those who will be attending remotely, and which were not already submitted during the pre-registration process, such interventions and/or proposed resolutions must be submitted to the Company in writing, in the manner established in the software application on the Company's website, between 10:30 a.m. and 12:00 p.m. on 30 April 2021.

In the event that a shareholder validly submits interventions and/or proposed resolutions during both pre-registration and registration, the most recent received by the Company during registration or remote connection on the day of the Meeting shall prevail.

In all other matters not expressly addressed herein, the same rules on voting and passing resolutions as provided for in the General Meeting Regulations for physical attendance at the Meeting shall apply to the shareholders who attend the Meeting remotely.
1. REMOTE VOTING DURING THE MEETING

The shareholders of Endesa remotely attending the Annual General Shareholders’ Meeting may cast their vote on Agenda items during the Meeting, under the terms set forth in the Capital Corporations Law, Article 26 bis of the Corporate Bylaws and in Article 10 bis of the General Meeting Regulations.

The long-distance vote of any shareholder of Endesa during the Meeting must be cast through the Company’s website (www.endesa.com) by accessing the space dedicated to the Annual General Shareholders’ Meeting, under the section on remote Attendance.

In accordance with the provisions of the Bylaws and the General Meeting Regulations, the mechanism for casting a vote by electronic means must afford due guarantees of authenticity and identification of the shareholder exercising the voting right. The guarantees which the Board of Directors deems adequate in order to ensure the authenticity and identification of the shareholder exercising his/her voting right are, in accordance with the provisions of Article 10 bis of the General Meeting Regulations, the qualified electronic signature and the advanced electronic signature, in the terms provided under Regulation (EU) 910/2014 of the European Parliament and of the Council of 23 July 2014, provided that they are based on a recognized electronic certificate issued by the Spanish Public Certification Authority (Autoridad Pública de Certificación Española - CERES), a body of the Spanish National Mint (Fábrica Nacional de Moneda y Timbre) or issued by CAMERFIRMA, and of which there is no record of revocation.

Those shareholders in possession of an electronic signature that meet the above-mentioned requirements and who are identified through such signature, as well as those shareholders who possess the electronic National Identity Card (DNIe), may cast their vote in relation to the Agenda items of the Annual General Shareholders’ Meeting through the Company’s website (www.endesa.com) by following the procedure established therein.

C- GENERAL RULES ON REMOTE VOTING PRIOR TO AND DURING THE MEETING AND ON DISTANCE PROXIES PRIOR TO THE MEETING

1 Deadline for receipt by the Company of distance proxies and votes before the Meeting is held

In order to be valid and in accordance with the provisions of the General Meeting Regulations, both long-distance proxies and votes (whether submitted electronically or by post) shall be received by the Company before 12:30 p.m. on 29 April 2021. Otherwise the proxy shall be deemed not to have been granted and the vote not cast, excluding as received following said deadline, in all cases prior to the holding of the Annual General Shareholders’ Meeting, such that the proper verification and computation may be completed with a view towards preparing and holding said Meeting.

2 Priority rules between proxy, distance vote and remote attendance at the Meeting

2.1 Priorities between proxy, distance vote and remote attendance

(i) Remote attendance at the Annual General Shareholders’ Meeting for which the shareholder previously granted a proxy or cast a long-distance vote, regardless of the means used for such purpose, shall render such proxy or vote null and void.
(ii) Likewise, a vote, regardless of the manner in which it was cast, will render any proxy granted ineffective, whether granted electronically or by means of a printed card. If the proxy was granted before the vote was cast, the proxy will be considered revoked, and if granted subsequently, it shall be considered void.

2.3 Priorities between proxies

In the event that a shareholder validly appoints several proxies, the last proxy received by the Company shall prevail.

2.3 Priorities between distance votes prior to the Meeting

In the event that a shareholder validly casts more than one distance vote, the last vote received by the Company shall prevail.

2.4 Direction of the remote vote during or prior to the Meeting

A shareholder who wishes to cast a long-distance vote (through electronic means or by post) must indicate the specific direction of his/her vote for each Agenda item. If no specific direction is indicated for any of the Agenda items, the vote shall be deemed to be made in favor of the proposals submitted by the Board of Directors on such Agenda items, as drafted thereby.

If shareholders representing at least three percent of the share capital have exercised their right to add agenda items or submit proposed resolutions, the Company shall immediately publish said supplemental agenda items and new proposed resolutions, issuing a new form of attendance, proxy and distance voting card incorporating all required amendments to ensure that said new agenda items and alternative proposed resolutions may be voted on under the same terms as proposals made by the Board of Directors.

2.5 Other provisions

In the event that electronic means are employed, prior to the holding of the General Meeting, only one electronic action per type of operation (one vote and one proxy) is allowed.

Disposal of the shares conferring the attendance right acknowledged by the Company before the Meeting will result in both distance proxies and votes being considered null and void.

The shareholder is exclusively responsible for the custody of his/her electronic signature for the purposes of voting or granting a proxy electronically.

3 Special rules

All shareholders who are legal persons as well as shareholders not resident in Spain should contact the Shareholder Relations Line (900 666 900) to discuss the possibility of, as the case may be, adapting the long-distance voting and proxy mechanisms to their needs while still providing adequate guarantees.

Any of the joint holders of a share pool may vote, grant a proxy to the Chairman of the Meeting or remotely attend the Meeting, and the rules on priority established in section C.2 herein shall apply as among them. For the purposes of Article 126 of the Capital Corporations Law, it shall be construed that the joint holder who, from time to time, performs an action (voting directly or by proxy, or physical or remote attendance), has been appointed by the rest of the joint owners to exercise their shareholder rights. In these cases, the first of the holders remotely registered at the meeting shall be considered
the attendee. In relation thereto and for the purposes of Article 126 of the Capital Corporations Law, it shall be construed that the joint holder first remotely registered at the meeting shall be the one appointed by the remainder of the joint owners to exercise their shareholder rights.