

GENERAL SHAREHOLDERS' MEETING OF ECOPETROL S.A.



**Thursday,
March 30, 2023**

9:00 a.m.

Location:
Corferias, carrera 37
No. 24 - 67 de Bogotá

Broadcast live on:
Ecopetrol's website,
YouTube and Facebook

Ecopetrol S.A. kindly reminds its shareholders that the ordinary Annual General Shareholders' Meeting will be held on Thursday, March 30, 2023, starting at 9 a.m., at the International Business and Exhibition Center (Corferias), located at Carrera 37 No. 24 - 67 in Bogota.

The voting process will be conducted electronically. Shareholders are requested to attend the Meeting with their smart mobile devices. If any Shareholder does not have access to a device with the technical requirements required, the company has provided an alternate mechanism for Shareholders to exercise their right to vote.

Shareholders who cannot attend the Meeting personally may be represented by power-of-attorney duly granted in writing to a trusted legal representative, who must meet the requirements established in Article 184 of the Commercial Code. The power of Attorney templates in both Spanish and English can be downloaded from the website at www.ecopetrol.com.co/asamblea2023.

For the legal representation of the shareholders, compliance will be given to the provisions of the Basic Legal Circular 029 of 2014 regarding the illegal, unauthorized and unsafe practices of securities issuers.

Except in cases of legal representation via proxy, Ecopetrol administrators and employees may not represent shares other than their own while they are employed by the company, nor substitute the powers conferred thereon. Additionally, they may not vote on the Company's financial statements.

FELIPE BAYÓN PARDO
Chief Executive Officer

The General Shareholders' Meeting will be transmitted live via streaming on Ecopetrol's website at
www.ecopetrol.com.co/asamblea2023

- If an individual is acting as a proxy representative, the corresponding proxy form must be submitted in its physical form at registration along with any additional documentation required.
- To avoid overcrowding and guarantee the adequate participation of all shareholders, the doors of Corferias and registration points will open as of 7 a.m.
- To expedite the registration process and ensure appropriate participation at the Meeting, in the case of individuals representing as proxy multiple shareholders, it is suggested a proxy representative is only responsible for at most 50 proxy forms.
- Only one helper per shareholder requiring additional assistance will be allowed entry.
- Publicity material or any other type of material that might hamper the normal course of the meeting will not be allowed in the facility and their distribution is strictly prohibited.
- We ask that any individual having symptoms of Covid-19 not attend the Meeting, and rather follow via streaming. Attendees are encouraged to have their complete vaccination series and boosters and continue practicing social distancing and frequent handwashing. The correct use of facemasks is recommended.
- A single kit will be delivered to the attending shareholders or proxies representatives.

Additional information is available at:
Shareholder Services Office
Telephone Bogotá: +(57) 601307 70 75;
rest of the country: +(57) 01 8000 113434
Email: accionistas@ecopetrol.com.co
www.ecopetrol.com.co