

SCHEDULE "A-1"
VERIFICATION DOCUMENTS & INFORMATION

The following are the verification documents & information referred to in the Notice of Meeting and in **Schedule A**. The required information and a **clear scanned** copy of the verification documents must be emailed to ssp.ir@sfasemicon.com, to the attention of the Corporate Secretary/Assistant Corporate Secretaries, **no later than 5:00 P.M. of April 11, 2022**. *Each attachment must be in clear PDF or JPG format and should not be larger than 2MB.*

A. For Individual Stockholders- all of the following:

1. (a) If certificated (i.e., shares are covered by stock certificate/s), the stock certificate/s number/s in the name of the individual, OR (b) if uncertificated (i.e., shares are under PCD Participant/Broker Account and *not* covered by stock certificate/s), a Certification from the broker attesting, among others, that the individual is a stockholder of SSP as of **March 22, 2022** and the number of shares beneficially owned by the said stockholder as of record date;
2. Two (2) valid government-issued IDs (such as passport, driver's license, unified multipurpose ID, etc.) showing photo, signature, and personal details, preferably with residential address;
3. A valid and active email address;
4. A valid and active contact number; and
5. User name or account name in Zoom to be used to access the livestream of the 2022 Annual Stockholders' Meeting.

B. For Multiple Stockholders or Joint Stockholders- all of the following:

1. (a) If certificated (i.e., shares are covered by stock certificate/s), the stock certificate/s number/s in the name of the joint stockholders, OR (b) if uncertificated (i.e., shares are under PCD Participant/Broker Account and *not* covered by stock certificate/s), a Certification from the broker attesting, among others, that the joint stockholders are stockholders of SSP as of **March 22, 2022** and the number of shares beneficially owned by said joint stockholders as of record date;
2. Each of the joint stockholders' (a) two (2) valid government-issued IDs (such as passport, driver's license, unified multipurpose ID, etc.) showing photo, signature, and personal details, preferably with residential address, (b) valid and active email address, and (c) valid and active contact number;
3. Authority of the joint stockholder authorized to participate in the meeting and vote the co-owned shares signed by the other joint stockholders; and
4. User name or account name in Zoom to be used to access the livestream of the 2022 Annual Stockholders' Meeting.

C. For Corporate Stockholders- all of the following:

1. If certificated (i.e., shares are covered by stock certificate/s), the stock certificate/s number/s in the name of the corporate stockholder, OR (b) if uncertificated (i.e., shares are under PCD Participant/Broker Account and *not* covered by stock certificate/s), a Certification from the broker attesting, among others, that the corporate stockholder is a stockholder of SSP as of **March 22, 2022** and the number of shares beneficially owned by the corporate stockholder as of record date;
2. Notarized Secretary's Certificate attesting to the authority of the corporate stockholder's authorized representative to sign the corporate stockholder's proxy form or ballot form (as applicable) for SSP's stockholder's meeting, and/or designating the authorized representative who will participate by livestreaming for and on behalf of the corporate stockholder;

If the Secretary's Certificate will be signed outside the Philippines, the Secretary's Certificate must also be consularized (if signed in a country that is not a party to the Apostille Convention) or apostilled (if signed in a country that is a party to the Apostille Convention).

3. Two (2) valid government-issued IDs (such as passport, driver's license, unified multipurpose ID, etc.) showing photo, signature, and personal details of the corporate stockholder's authorized representative/s who signed the notarized Secretary's Certificate referred to in item C (2) above and who will participate by livestreaming for and on behalf of the corporate stockholder;
4. Valid and active email address and contact number of corporate stockholder's authorized representative/s who signed the notarized Secretary's Certificate referred to in item C (2) above and who will participate by livestreaming for and on behalf of the corporate stockholder; and
5. User name or account name in Zoom to be used to access the livestream of the 2022 Annual Stockholders' Meeting.