



PARTICIPATION MANUAL
PETRORECÔNCAVO S.A.

**ANNUAL AND EXTRAORDINARY GENERAL
MEETING
TO BE HELD ON APRIL 24, 2025**

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1. MESSAGE FROM MANAGEMENT

Dear Shareholders,

In accordance with the corporate governance procedures adopted by us and also with the principles of transparency and equity that define our relationship with our investors, we invite the shareholders of PetroReconcavo S.A. ("**Company**") to participate in our Annual and Extraordinary General Meeting ("Meeting" or "**AGM/EGM**") called for April 24, 2025, at 11:00 am, exclusively digitally.

All documents pertaining to the Meeting, including more detailed information on the matters on the agenda, are available at www.ri.petroreconcavo.com.br, as well as at the websites of the Securities and Exchange Commission (<http://cvm.gov.br>) and B3 S.A. - Brasil, Bolsa, Balcão (<http://b3.com.br>), as provided for in Law No. 6.404/76 ("**Corporations Law**"), and in CVM Resolution No. 81/2022 ("**RCVM 81**").

The Meeting was called to consider the following agenda ("**Agenda**"):

At the Annual General Meeting:

- I. Take the management accounts, examine, discuss and vote on the financial statements for the fiscal year ended December 31, 2024;
- II. To resolve on the proposal for allocation of the result for the fiscal year ended on December 31, 2024;
- III. Elect the members of the Board of Directors, for a term of office until the Annual General Meeting that will resolve on the financial statements for the fiscal year ended December 31, 2026;
- IV. Establish the overall annual remuneration of the Company's managers for the fiscal year 2025.

At the Extraordinary General Meeting:

- I. Approve the amendment to the caput of Article 5 of the Bylaws to reflect the capital increase approved by the Board of Directors, within the authorized capital limit, at the meetings of 04/29/2024, 05/29/2024, 06/27/2024, 07/31/2024 and 01/30/2025.

The information provided by the Company regarding the matters on the agenda of the Meeting enables an early positioning to our Shareholders and facilitates decision-making. Our Investor Relations team is prepared and available to resolve any doubts or to guide them. Counting on your presence, we take this opportunity to reinforce our votes of consideration and appreciation.

Sincerely,

Carlos Marcio Ferreira

Chairman of the Board of Directors

Rafael Procaci da Cunha

Chief Financial and Investor Relations Officer

2. GUIDELINES FOR SHAREHOLDER PARTICIPATION AND DEADLINES

As indicated in the Call Notice, the AGM/EGM will be held exclusively by electronic means, pursuant to article 28, §2 and §3 of RCVM 81. Shareholders of the Company may exercise their voting rights on the matters contained in the Meeting Agenda through the **Ten Meetings** platform or through the remote voting ballot (digital, via the **Ten Meetings** platform or electronic, via email) ("**Ballot**").

2.1. Shareholder participation by sending a Remote Voting Ballot

If the shareholder wishes to exercise their voting right via Ballot, either for the AGM or for the EGM, as the case may be, they must do so up to 4 (four) days before the date of the Meeting, that is, until April 20, 2025, exclusively (i) via the **Ten Meetings** platform ("**Digital RVB**"), or (ii) via email, by sending the duly completed Ballot to the address ri@petroreconcavo.com.br or through their respective custodian agent, the registrar bank of the Company's shares or the central depository where the Company's shares are deposited ("**RVB**").

For the Digital RVB, the shareholder should follow these steps:

- (i) access to the following email address to complete the next steps: <https://assembleia.ten.com.br/377447505>;
- (ii) registration on the **Ten Meetings** platform and upload of the Balot Documents, as described below;
- (iii) filling in the voting options fields; and
- (iv) confirmation of the vote.

For the RVB, the shareholder should send, via email to the address ri@petroreconcavo.com.br, or may also do so through their respective custodian agent, the registrar bank of the Company's shares or the central depository where the Company's shares are deposited, as detailed below:

- (i) the original RVB, duly completed and electronically signed, or scanned copy of the original RVB related to the general meeting in question duly completed, initialed and signed, with signature notarization being waived;
- (ii) scanning or electronic version of the receipt issued by the depository financial institution of the book-entry shares or in custody pursuant to art. 40 of the Brazilian

Corporation Law, for the purpose of proving its status as a shareholder (the Company will waive the presentation of proof by the holder of book-entry shares contained in the list of shareholders provided by the depositary financial institution); and

(iii) scanning of the original copy of the Ballot Documents.

The **Ballot Documents**, to be made available via the **Ten Meetings** platform together with Digital RVB, or sent together with RVB are:

Individual Shareholders

- photo ID of the shareholder or its legal representative (RG, RNE, CNH, passport or officially recognized professional registration card).

Legal Entity Shareholders

- consolidated and updated bylaws or articles of incorporation and the corporate documents proving the legal representation of the shareholder;
- identity document with photo of the legal representative (RG, RNE, CNH, passport or officially recognized professional registration card);

Investment Funds

- last consolidated regulation of the Fund;
- bylaws or articles of incorporation of its administrator or manager, as the case may be, subject to the Fund's voting policy and corporate documents proving the powers of representation;
- identity document with photo of the legal representative (RG, RNE, CNH, passport or officially recognized professional registration card).

The shareholder is responsible for the integrity and reliability of the documents sent to the Company, which if received after the date described above will be disregarded.

The Company waives the requirement for signature recognition on the presented documents, as well as the notarization and consularization or apostille of those signed abroad.

The Company will not require the sworn translation of documents that have been originally drawn up in English or Spanish or that are accompanied by the respective translation in those same languages.

2.2. Remote participation via digital means by the shareholder itself

Shareholders will be able to participate in the AGM/EGM remotely, through the **Ten Meetings** platform with the use of video and audio. The shareholder who wishes to participate in the meeting remotely, by digital means, must send the documents indicated below, as applicable.

Shareholders must register through the link <https://assembleia.ten.com.br/377447505> by attaching the documents indicated below up to 48 (forty-eight) hours in advance of the AGM/EGM, that is, until 11:00 am on April 22, 2025. With the registration made, the shareholder will receive a confirmation that the registration has been made and is under analysis by the Company. Once the Company approves the registration, the shareholder will receive a confirmation via email that it has been approved. If rejected, the shareholder will also receive an email explaining the reason for the rejection and, if possible, how the shareholder should regularize the registration.

Individual Shareholders:

- Identification document with photo (RG, RNE, CNH or professional class cards officially recognized in Brazil), and in case of participation by proxy, according to the item below, the documents described herein must be presented by the respective attorney-in-fact together with the power of attorney, which does not need to contain the notarized signature of the grantor; and
- Statement issued by the institution providing book-entry share services or by the custodian institution, showing the quantity of shares registered as owned, with a date no more than 3 (three) days before the AGM/EGM.

Legal Entity Shareholders:

- Copy of the bylaws or articles of incorporation in force and corporate documentation proving the shareholder's powers of legal representation (election of managers and/or power of attorney, and in case of participation by proxy, as per item below, the grantor's signature will not need to be recognized);
- Identification document with photo (RG, RNE, CNH or professional class cards officially recognized in Brazil) of the legal representative(s); and

- Statement issued by the institution providing book-entry share services or by the custodian institution, showing the quantity of shares registered as owned, with a date no more than 3 (three) days before the AGM/EGM.

Investment Funds:

- Copy of the Fund's consolidated bylaws and the bylaws or articles of incorporation of its administrator or manager, as the case may be, together with corporate documentation proving the administrator's or manager's powers of legal representation, as the case may be (election of administrators and/or power of attorney, and in case of participation by proxy, as per item below, the grantor's signature will not need to be recognized);
- Identification document with photo (RG, RNE, CNH or professional class cards officially recognized in Brazil) of the legal representative(s); and
- Statement issued by the institution providing book-entry share services or by the custodian institution, showing the quantity of shares registered as owned, with a date no more than 3 (three) days before the AGM/EGM.

The Company will not require the sworn translation of documents that have been originally drawn up in English or Spanish or that are accompanied by the respective translation in those same languages.

2.3. Remote participation by digital means of the shareholder represented by an attorney-in-fact

The shareholder may appoint a proxy to attend the AGM/EGM and vote on their behalf. In this case, the attorney-in-fact must have been appointed less than one (1) year ago and must be a shareholder, administrator, lawyer or financial institution, subject to the terms of article 126 of the Brazilian Corporation Law.

As such, in addition to the necessary documents indicated in item 2.1 above, the shareholder's representative must present a power of attorney, in accordance with the law, accompanied by their identification document.

Together with the power of attorney, each shareholder who is not an individual or who does not sign any power of attorney in their own name must send documents proving the powers of the signatory to represent them (copy of the articles of incorporation, articles of

association or regulations of the updated investment fund, accompanied by the act that the representative of the necessary powers invests).

The aforementioned documentation, with the respective power of attorney, must be registered by the shareholders' attorneys-in-fact, also 48 (forty-eight) hours in advance of the AGM/EGM, that is, until 11:00 am on April 22, 2025 through the link <https://assembleia.ten.com.br/377447505>;

With the aim of facilitating the participation of its shareholders in the Meeting, the Company presents, in **Annex I**, as merely informative and without any formal request commitment, a model proxy for granting powers, with shareholders being responsible for appointing their respective attorneys and observing the other requirements indicated herein.

3. PARTICIPATION THROUGH ELECTRONIC SYSTEMS

Pursuant to RCVN 81, the participation of the Company's shareholders in the Meeting will be carried out exclusively digitally, through an electronic system accessed through a link to be made available by the Company prior to the Meeting.

The Company points out that the data for access are unique and non-transferable, assuming the shareholder (or their respective attorney-in-fact or representative, as the case may be) full responsibility for their possession and confidentiality.

The Shareholder who participates through the digital platform will be considered present at the Meeting, being able to exercise their respective voting rights, and subscriber of the respective Minutes of the Meeting, pursuant to art. 47, §1 of CVM Resolution 81.

If the shareholder has duly and timely requested participation through the electronic system and has not received from the Company the email with instructions for access to the Meeting up to 24 (twenty-four) hours before the Meeting, that is, until 11:00 a.m. on April 23, 2025, they should contact the Company immediately, by email ri@petroreconcavo.com.br or by phones (71) 99302-9293, (71) 99935-3563 and (71) 99986-5516, for the purpose of resending the access information (or making the referred information available by phone), unless otherwise instructed by the Company to the shareholder.

If there is a need to supplement documents or additional clarifications in relation to the documents sent for the purposes of the participation registration through the electronic system, the Company will contact the shareholder to request the necessary documents and clarifications in a timely manner that allows the relevant information to be sent by the shareholder within the period indicated above.

The Company points out that shareholders who do not send the registration request within the stipulated term and conditions, as well as those who do not meet the requests for complementation of documents and clarifications, will not be able to participate remotely in the Meeting through the electronic system made available by the Company.

The shareholder who sends the Ballot, either to the AGM or to the EGM, as the case may be, may participate in the Meeting. However, if this shareholder exercises the right to vote at the Meeting, their Ballot will be disregarded and votes cast remotely in real time will be considered valid.

In order to optimize the work of the Meeting and facilitate the access and identification of shareholders who will participate remotely, the Company requests shareholders to access the digital platform at least 30 (thirty) minutes in advance of the scheduled start time of the Meeting.

Finally, we wish to inform that the AGM/EGM will be recorded, pursuant to article 28, §1, item II of RCM 81 and that the Company is not responsible for connection problems that accredited participants may face or other situations that are not under the control of the Company, such as instability in the internet connection or incompatibility of the **Ten Meetings** platform with the participant's equipment.

4. GENERAL GUIDELINES

In compliance with the provisions of article 7 and following of RCM No. 81, all information necessary for understanding the matters to be discussed is available to shareholders on the internet, on the Securities and Exchange Commission page (www.cvm.gov.br), on the Company's page (www.ri.petroreconcavo.com.br) and on the B3 page (www.b3.com.br), including the documents provided for in article 133 of Law No. 6.404/76, in addition to being available also at the Company's headquarters.

The Meeting will be attended by at least one manager of the Company and one representative of the independent auditors to meet the shareholders' requests for additional clarification.

In addition to the information contained in the Call Notice, in the Management Proposal and in this Manual, PetroRecôncavo's shareholders may resolve any doubts with the Investor Relations area, by e-mail: ri@petroreconcavo.com.br.

Annex I

Model Powers of Attorney

Model power of attorney in which the shareholder establishes the voting orientation to be followed by their attorney:

[SHAREHOLDER], [QUALIFICATION] ("Grantor"), appoints and constitutes as their attorney(s) Mr./Ms. [NAME], [NATIONALITY], [MARITAL STATUS], [PROFESSION], with Identity Card RG no. [], registered with CPF/ME under no. [], resident and domiciled in the city of [=], state of [=], at Street [=], [number], ("Grantee(s)"), to represent the Grantor, as a shareholder of PetroRecôncavo S.A. ("Company"), at the Annual and Extraordinary General Meeting of the Company ("Meeting") to be held, on first call, on April 24, 2025, at 11:00 a.m., and, if necessary, on second call on a date to be informed in due course, being able, jointly or separately, regardless of the order of appointment, to examine, discuss and vote in accordance with the voting guidelines established below for each item of the Agenda and based on the Company's Management Proposal, and also to sign the Company's Shareholders' Attendance Book and the respective Minutes of the Annual and Extraordinary General Meeting.

At the Annual General Meeting:

(1) take the management accounts, examine, discuss and vote on the financial statements for the fiscal year ended December 31, 2024;

() For () Against () Abstention

(2) resolve on the proposal to allocate the result for the fiscal year ended December 31, 2024;

() For () Against () Abstention

(3) elect the members of the Board of Directors, for a term of office until the Annual General Meeting that will resolve on the financial statements for the fiscal year ended December 31, 2026;

() For () Against () Abstention

(4) set the overall annual remuneration of the Company's managers for the fiscal year 2025;

() For () Against () Abstention

At the Extraordinary General Meeting:

(1) approve the amendment to the caput of Article 5 of the Bylaws to reflect the capital increases approved by the Board of Directors, within the authorized capital limit, at the meetings of 04/29/2024, 05/29/2024, 06/27/2024, 07/31/2024 and 01/30/2025.

() For () Against () Abstention

This instrument is valid for [=], as of the date of its signature.

Place, [day] of [month] of [year]

[Grantor]

Model power of attorney in which the shareholder does not establish the voting orientation to be followed by their attorney:

[SHAREHOLDER], [QUALIFICATION] ("Grantor"), appoints and constitutes as their attorney(s) Mr./Ms. [NAME], [NATIONALITY], [MARITAL STATUS], [PROFESSION], with Identity Card RG no. [], registered with CPF/ME under no. [], resident and domiciled in the city of [], state of [], at Street [], [number], ("Grantee(s)"), to represent the Grantor, as a shareholder of PetroRecôncavo S.A. ("Company"), at the Annual and Extraordinary General Meeting of the Company ("Meeting") to be held, on first call, on April 24, 2025, at 11:00 a.m., and, if necessary, on second call on a date to be informed in due course, being able, jointly or separately, regardless of the order of appointment, to examine, discuss and vote in accordance with the voting guidelines established below for each item of the Agenda and based on the Company's Management Proposal, and also to sign the Company's Shareholders' Attendance Book and the respective Minutes of the Annual and Extraordinary General Meeting.

This instrument is valid for [=], as of the date of its signature.

Place, [day] of [month] of [year]

[Grantor]