

Important
information
enclosed

Sustainability at Shell means providing more and cleaner energy solutions in a responsible manner

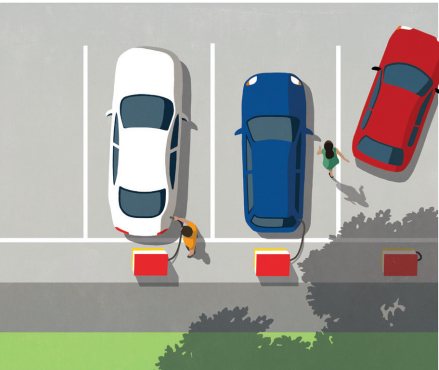
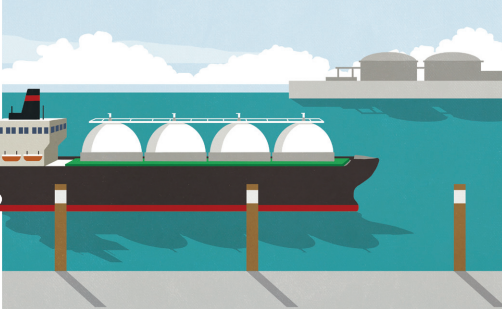
Shell’s Sustainability Report focuses on the key sustainability challenges we face, how we are responding and our social, safety and environmental performance.

Read more at:
[Shell.com/sustainabilityreport](https://www.shell.com/sustainabilityreport)

Reporting for all



Reports are available in all inclusive formats at
[Shell.com/annual-publications](https://www.shell.com/annual-publications)



ID, Task ID and Shareholder Reference Number (SRN), shown on the reverse of this document.

If you would prefer to receive a paper Proxy Form/Voting Instruction Form to register your

voting instruction for the AGM, please contact

our Registrar [Equiniti] on +44 (0) 800 169 1679.

Equiniti can also update your communication

preferences, if you would like to receive paper copies

of shareholder documents in future years. Electronic

voting instructions for the AGM, as well as any paper

Proxy Forms and Voting Instruction Forms, must reach

the Company’s Registrar no later than 10:00

(UK time), 11:00 (Dutch time) on Friday May 19,

2023. Shareholders should refer to the Notice of

Annual General Meeting for further information

on the appointment of a proxy. This Notice of

Availability is not a summary of the proposals to

be considered at the AGM and should not be

considered a substitute for reading the Notice

of Annual General Meeting.

The Notice of Annual General Meeting will be

available until, at least, the end of the AGM, and

the other documentation referred to will be kept

available on the Company’s website for at least the

period required by applicable laws and regulations.

Yours faithfully,

Sir Andrew Mackenzie

Chair, Shell plc

(iii) simply watching the webcast. Details on how to

do each of these options are provided within the

Notice of Annual General Meeting, which can be

viewed or downloaded at www.shell.com/agm.

The Annual Report for the year ended December 31,

2022 can also be downloaded from our website

at www.shell.com/investor.

We strongly encourage you to register in the

“Keep up to date with Shell” section of our website

at www.shell.com/investor to receive AGM

information including any changes to the AGM

format. As in previous years, we strongly encourage

our shareholders to submit their proxy voting

instructions in advance of the meeting.

The question and answer session during the

AGM will allow both shareholders attending

physically and virtually an opportunity to pose

questions to the Board on the business set out in the

Notice of Annual General Meeting.

In recent years we have sadly seen some attendees

at the meeting whose methods of engagement were

disruptive and at times unsafe. Actions of this kind

will merely serve to limit the Board’s physical

engagement and dialogue at the meeting as

the Board will always prioritise the safety of

those in attendance.

Vote Online

You can vote your shares or appoint a proxy online

at www.sharevote.co.uk. You will need your Voting

Notice of Availability of Shareholder Documents + 2023 AGM information



Dear Shareholder,

I am pleased to invite you to the Annual General

Meeting (“AGM”) of Shell plc (the “Company”)

which will be a hybrid meeting, held online via the

Lumi electronic meeting platform, and at ExCel

London, 1 Western Gateway, Royal Victoria Dock,

London, E16 1XL, United Kingdom on Tuesday May

23, 2023 at 10:00 (UK time), 11:00 (Dutch time).

The hybrid AGM provides three ways in which

shareholders can follow the proceedings: (i) attending

and participating in person; (ii) attending and

participating in the webcast by registering through

an electronic platform (“virtually attending”); or



2023 Annual General Meeting

attendance/admittance card

ExCel London, 1 Western Gateway
Royal Victoria Dock, London, E16 1XL, United Kingdom

Tuesday May 23, 2023 at 10:00 (UK time), 11:00 (Dutch time)

Further information is given in the Notice of Annual General Meeting available on the Company’s website to view or download: www.shell.com/agm

AGM webcast
Our webcast will be broadcast live at 10:00 (UK time), 11:00 (Dutch time) on Tuesday May 23, 2023 – the day of the AGM. Shareholders who wish to simply watch the webcast should log on to www.shell.com/AGM/webcast and follow the online instructions. Shareholders that wish to vote or ask questions at the meeting, should access the virtual meeting. Details on how to do this are provided below.

Voting ID

Task ID

Shareholder Reference Number (SRN)

How to join the meeting virtually

Meeting ID: 106-642-429

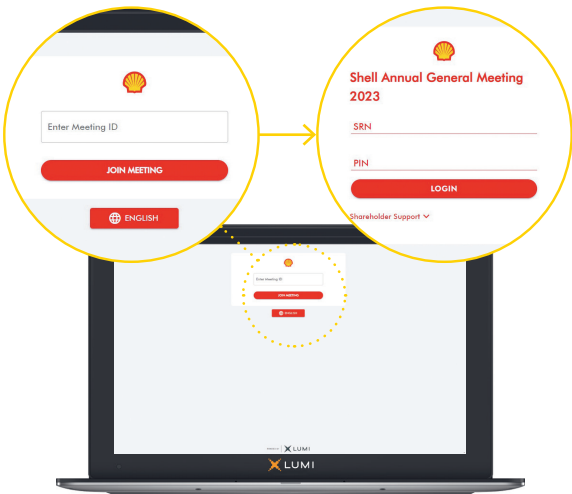
Meeting access

- To access the meeting:
- (a) Visit <https://shell.lumiconnect.com/106-642-429> This can be accessed online using the latest version of Chrome, Firefox and Edge on your PC, laptop, tablet or smartphone. Please note the internet browsers Safari and Internet explorer are not compatible.
 - You may be prompted to enter the Meeting ID shown above. You will then be required to enter a login which is your:
 - (b) **Shareholder Reference Number (SRN);** and
 - (c) **PIN (being the first two and last two digits of your SRN).**

Your personalised SRN is printed on your form of proxy. If you are unable to access your SRN and PIN, please contact the Company’s registrar, Equiniti, using the details set out at the bottom of this page.

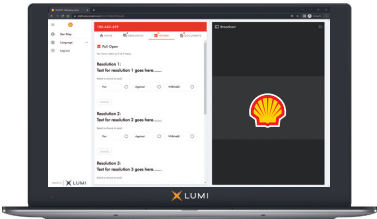
Duly appointed proxies and corporate representatives:

Following receipt of a valid appointment please contact the Company’s registrar Equiniti by emailing: hybrid.help@equiniti.com. To avoid any delays accessing the meeting, contact should be made at least 24 hours prior to the meeting date and time. Mailboxes are monitored 09:00 to 17:00 (UK time) Monday to Friday (excluding public holidays in England and Wales).



Broadcast

If you are viewing the meeting on a mobile device and you would like to listen to the broadcast, press the broadcast icon at the bottom of the screen. If you are viewing the meeting on a computer, the broadcast will appear at the side automatically once the meeting has started.



Voting

Once the voting has opened at the start of the AGM, the polling icon will appear on the navigation bar. From here, the resolutions and voting choices will be displayed.

To vote, simply select your voting direction from the options shown on screen. A confirmation message will appear to show your vote has been received. To change your vote, simply select another direction. If you wish to cancel your vote, please press Cancel.

Once the Chair has opened voting, you can vote at any time during the meeting until the Chair closes the voting on the resolutions. At that point your last choice will be submitted. You will still be able to send messages and view the webcast whilst the poll is open.



Questions

Questions for the Board can be submitted to the Board on the day through the Lumi platform. Questions on the day can be submitted either as text via the Lumi messaging function or verbally via the teleconference. Details of how to access the teleconference will be provided on the day of the AGM once you are logged into the Lumi platform.

Questions will be moderated before being sent to the Chair. This is to avoid repetition and ensure the smooth running of the meeting. If multiple questions on the same topic are received, the Chair may choose to provide a single answer to address shareholder queries on the same topic.

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Requirements

An active internet connection is required at all times in order to participate in the meeting. It is the user’s responsibility to ensure you remain connected for the duration of the meeting.

Webcast

The live webcast will include the question and answer sessions with virtually attending shareholders. The webcast will also be broadcast to interested parties via the Shell website.