



## Rules of the Meeting

**Welcome to Cisco's 2020 Annual Meeting of Shareholders. To help ensure a fair and orderly meeting, we ask your cooperation in observing the following rules of procedure for the meeting:**

- You are entitled to attend Cisco's 2020 Annual Meeting of Shareholders if you were a shareholder of record or a beneficial owner of Cisco common stock as of October 12, 2020, the record date, or you hold a valid legal proxy for the annual meeting.
- The business of the meeting will follow the order set forth in the Agenda. The only proposals that can be properly brought before the meeting are the proposals described in Cisco's Proxy Statement for the meeting.
- The Chair and the Secretary have the authority to determine which business is properly before the meeting and to regulate the conduct of the meeting, including determining when any person may make a statement or ask questions and determining whether any person may be excluded from the meeting if such person has unduly disrupted the proceedings.
- Unless the Chair or the Secretary determine otherwise, only shareholders who have given notice of a proposal in accordance with Cisco's bylaws and SEC rules shall be allowed to address the meeting. Such shareholders shall be allowed five minutes to present their proposal.
- Cisco will address questions and comments from shareholders in a Q&A session following completion of the business review. Any shareholder who would like to ask a question can do so by typing the question in the Ask a Question box and clicking Submit. If we receive substantially similar written questions, we may group such questions together and provide a single response to avoid repetition. If we are unable to respond to a shareholder's properly submitted question due to time constraints, we will respond directly to that shareholder after the meeting using the contact information provided.
- The use of cameras or sound recording equipment is prohibited unless expressly authorized by Cisco.
- If any person attending the meeting fails to abide by these procedures or disrupts the meeting, Cisco may announce that such person is out of order and, if such person persists, we will ask the operator to mute the line.