



**BIRCHTECH CORP.
ANNUAL MEETING OF STOCKHOLDERS
DECEMBER 30, 2024**

RULES OF CONDUCT AND PROCEDURES

We would like to welcome you to the Annual Meeting of Stockholders of Birchtech Corp. (the “Company”). In fairness to all stockholders and in the interest of an orderly meeting, we require that you honor the following rules and procedures:

- The business of the meeting will follow the order shown on the agenda. No other items of business have been properly presented for consideration at the meeting.
- You may vote your shares online at any time prior to the closing of the polls. Only stockholders of record at the close of business on November 13, 2024, will be entitled to vote at the meeting. Any stockholder who has not yet voted or wishes to change their vote, may do so by clicking on the voting button on the web portal and following the instructions there. Stockholders, who have sent in proxies or voted via telephone or internet and do not want to change their vote, do not need to take any further action.
- While the meeting is virtual-only, we welcome questions from our stockholders. You can submit your questions through the text box located on your screen at any time prior to the closing of the polls. Because this is a meeting of stockholders, only stockholders are permitted to submit a question. Please note that questions must be related to the proposals being presented at this meeting, or the business of the Company or its operations. Please limit yourself to two questions.
- We will answer questions related to the proposals being presented at this meeting before the voting is closed. We will address any appropriate questions which have been submitted relating to the business of the Company or its operations on our corporate website as soon as possible after the meeting.
- We reserve the right to reject redundant questions or questions that we deem inappropriate or irrelevant. In this regard, we will not address any questions that are, among other things:
 - irrelevant to the business of the Company or to the business of this meeting;
 - related to material non-public information of the Company;
 - related to personal grievances;
 - derogatory references to individuals or that are otherwise in bad taste;
 - repetitious statements already made by another stockholder;
 - in furtherance of the stockholder’s personal or business interests; or
 - out of order or not otherwise suitable for the conduct of this meeting as determined by the Chairman or the CEO of the Company in their reasonable judgment.