

## **Regulations of participation in the General Meeting of CPD S.A. by the use of means of electronic communication**

### **§ 1**

#### **General provisions**

1. These Regulations set out the rules for participating in the General Meeting of the Company using means of electronic communication, constituting the regulations referred to in Article 406<sup>5</sup> § 3 of the Code of Commercial Companies.
2. These Regulations are adopted by the Supervisory Board of the Company.
3. These Regulations are available at the Company's headquarters and on its website.
4. All capitalized terms not defined otherwise have the meaning assigned to them in the Regulations of the General Meeting of CPD S.A.
5. In matters not covered in these Regulations, the Regulations of the General Meeting of CPD S.A. and the principles set out in the announcement on convening a given General Meeting shall apply.

### **§ 2**

#### **Participation in General Meeting with by the use of means of electronic communication**

1. If the person convening the General Meeting so decided in the announcement on convening the General Meeting, Shareholder may participate in the General Meeting of the Company using means of electronic communication.
2. Participation in the General Meeting by means of electronic communication includes in particular:
  - a. two-way communication in real time of all persons participating in the General Meeting, in which they may speak during the General Meeting, being in a different place than the place of the General Meeting, and
  - b. exercising voting rights in person or by proxy before or during the General Meeting.
3. Participation in the General Meeting by means of electronic communication takes place via a dedicated Internet IT platform.
4. Shareholder who wants to participate in the General Meeting by use of means of electronic communication, in addition to the requirements related to the demonstration of the right to participate in the General Meeting of the Company, as detailed in the announcement on convening the General Meeting, is required:
  - a) to notify the Company of its intention to participate in the General Meeting by use of means of electronic communication ("**Declaration of Intent**") no later than 5 (five) days before the date of the General Meeting. Declaration of Intent can be made by using the form available on the Company's website at [www.cpdsa.pl](http://www.cpdsa.pl) in the "General Meeting" tab. The use of the form by the Shareholder is not obligatory, but the Declaration of Intent must contain at least the elements concerning identification of persons that the form contains. Declaration of Intent should be sent via e-mail to [shareholder@cpdsa.pl](mailto:shareholder@cpdsa.pl) by sending a scan copy of the Declaration of Intent (.pdf file) to the above address signed by the Shareholder (in case of Shareholders other than natural persons - by persons authorized to represent the Shareholder) or his proxy;

- b) to the Declaration of Intent referred to in point a) above, the Shareholder who is a natural person is obliged to attach a scan of his/her identity document, and Shareholders who are not natural persons:
    - i) a scan of current excerpts from relevant registers, listing the persons authorized to represent these entities, which gives them the right to represent the Shareholder when submitting Declaration of Intent (.pdf file format) and
    - ii) a scan of the identity document of persons authorized to represent the Shareholder when submitting Declaration of Intent;
  - c) in the case of Declaration of Intent made by a proxy or if a Shareholder submitting Declaration of Intent wants to participate in the General Meeting and exercise voting rights through a proxy - Declaration of Intent should be also attach a scan of the proxy's identity document and a scan of a valid power of attorney granted by the Shareholder (.pdf file) or power of attorney in electronic form;
  - d) scans of identity documents sent in accordance with points b) and c) above should be crossed out by hand or have "copy" or similar information placed, and data other than a photo, name and surname, PESEL / other identification number should be blurred;
  - e) if the Shareholder is not entered on the List of Eligible Persons, but has a personal certificate of the right to participate in the General Meeting issued by the entity maintaining the shareholder's securities account not earlier than after the announcement on convening the General Meeting and not later than on the first business day after the Registration Date, the Company is required to allow it to participate in the General Meeting, provided that Declaration of Intent also includes a scan of the above personal certificate of the right to participate in the General Meeting;
  - f) meet the technical requirements specified each time in the announcement on convening the General Meeting, in particular regarding the software and Internet connection.
5. In order to verify the validity of Declaration of Intent and the right to participate in the General Meeting, the Company has the right to take actions related to the identification of the Shareholder and its representatives (including proxies), in particular the right to send a return question in electronic form and the right to contact by phone, however these actions should be proportionate to the goal. Failure to answer the questions asked during the verification will be treated as the inability to verify and will constitute a basis for refusing an admission to the General Meeting by the use of means electronic communication, of which the company will notify the Shareholder to the Shareholder's email address provided in the Declaration of Intent.
6. After positive verification of the Shareholder's rights, the Company will send to the Shareholder (or its proxy if the Declaration of Intent was submitted by a proxy) no later than 3 (three) days before the date of the General Meeting to the email address provided in the Declaration of Intent detailed instructions regarding system of registering to the IT platform enabling voting at the General Meeting using means of electronic communication with a login and password used for the first registration to this platform. The login and starting password will be protected by a password sent by SMS to the phone number of the Shareholder (or his representative if the Declaration of Intent was made by the attorney) indicated in the Declaration of Intent. The Shareholder (or his representative if the Declaration of Intent has been made by the proxy) is obliged to change the above password immediately after logging in for the first time.
7. Shareholders participating in the General Meeting by use of means of electronic communication vote through using IT platform that allows casting and counting votes, ensuring that in the case of secret voting it is impossible to identify the result of voting

by individual Shareholders, to which Shareholders will obtain an access in accordance with paragraph 6 above. In the event that due to technical reasons attributable to the Company or the system, Shareholders participating in the General Meeting using means of electronic communication cannot cast their vote, the Chairman of the General Meeting may order a break in the meeting.

8. The risk related to the use of means of electronic communication in order to participate in the General Meeting, the inability to receive transmission, communication or exercise voting rights during the General Meeting due to failure or interference on the Internet connections, as well as related to the incorrect or unauthorized use of login or password lies solely with the Shareholder and the Company assumes no liability in this respect.

### **§ 3** **Final provisions**

Regulations shall come into force upon their adoption.