

# GENERAL MEETING VOTING INSTRUCTION

## I. General Information

1. Each Participant of the Extraordinary General Meeting will receive a set comprising three cards for the purpose of attendance check and voting during the debates. The cards bear an encoded unique identification number, which is the same for all three cards. The number is printed on the cards together with the decision regarding the manner of voting by means of the card (voting “in favour” – TAK (YES), voting “against” – NIE (NO), “abstain” from voting – WST (ABS)) and an arrow showing the direction in which the cards must be placed in the reader.
2. The cards are used by being placed in the reader, with the arrow going downwards. Once the card is placed in the reader and registered properly, users will hear a soft signal and see a red light appear briefly on the reader.

Should there be no signal that the card has been properly placed and read, the EGM Participant may repeat the above operation without limitation at any reader until there is the signal. The electronic vote counting system excludes the possibility of multiple registration of the card or vote.

3. The graphic design of the card is such that the user may use it in such a way that no bystander will be able to see how it was used during a given voting round.
4. The card user may check at any time the data assigned to the cards by entering the card identification number to the application that is accessible for that purpose on voting machines available in the conference room.

## II. Card Use for Attendance Registration

1. In order to ensure ongoing monitoring of the number of EGM Participants at the conference room and the number of shares entitling to vote, there is a reader marked with the sign WEJŚCIE/ WYJŚCIE (ENTRANCE/ EXIT) at the entrance door to the conference room.
2. The procedure for the registration and deregistration of the number of individuals, shares and votes represented in the conference room shall be effected as follows:
  - When entering the conference room you must place the card with the sign TAK (YES) in the reader marked with the sign WEJŚCIE-WYJŚCIE (ENTRANCE/ EXIT)
  - When leaving the conference room you must place the card with the sign NIE (NO) In the reader marked with the sign WEJŚCIE-WYJŚCIE (ENTRANCE/ EXIT)

The above actions will be registered on-line by the electronic vote counting system, which will modify the overall number of individuals, shares and votes as appropriate.

3. In case of failure to register the card when entering the entrance room, the values assigned to that card will not be displayed in the electronic vote counting system until the card is used in any way during voting when there will be automated modification of the overall attendance.
4. In case of failure to deregister when leaving the conference room, the values assigned to the card will be displayed in the electronic vote counting system as present in the conference room but not taking part in voting.

## III. Voting Procedure

1. EGM Participant may vote in the same manner with the entire share package held (uniform voting) or differently using a part of the share package held (non-uniform voting).
2. Uniform voting may be performed at any reader in the conference room that bears the sign GŁOSOWANIE [VOTING] or by means of the voting machines placed in the conference room for that purpose.

When voting with a card:

- Place the card with the sign TAK (YES) in the reader if you want to vote in favour of a given resolution/ motion
- Place the card with the sign NIE (NO) in the reader if you want to vote against a given resolution/ motion
- Place the card with the sign WST (ABSTAIN) if you want to abstain from voting on the adoption of a given resolution/ motion or against its adoption.

When voting by means of the voting machine, first you need to enter the number of your cards in the application activated on the machine at the beginning of voting, and then push the right button on the screen – in favour, against or abstain, and finally push the button ODDAJ GŁOS (CAST YOUR VOTE).

3. Non-uniform voting is performed only by means of the voting machine. In order to cast a vote, you must first enter the number of the your cards in the application activated on the machine at the beginning of voting, then use the button PODZIEL GŁOSY (SPLIT VOTES) to split the votes and allocate them in a specific decision category as appropriate.

Votes are split in that you enter the appropriate number within the total number of shares you hold in the fields corresponding with a specific decision. Upon entering the data, you should cast your vote by pushing the button ODDAJ GŁOS (CAST YOUR VOTE).

4. Only votes cast by the EGM Participant during the first use of the card set or the voting machine are considered votes cast; multiple use of cards as part of one voting round or multiple votes by means of the voting machine does not have any effect in the electronic vote counting system.

#### **IV. Voting by Means of Voting Form**

1. EGM Participant who intends to exercise his/ her right to vote by means of the voting form made available by the Company on its website should report this fact to the EGM Chairperson prior to each voting by means of such form, and provide the Chairperson with the number of the voting card; the EGM Participant should give the Chairperson the completed voting form concerning a given resolution not later than by the end of a given voting round.

In such a case, the set of voting cards provided to the EGM Participant will be blocked during the voting round so that no vote can be cast by their means.

2. The GM Chairperson will notify the General Meeting that votes have been cast by means of the voting form and that they have been added to the results of the electronic vote counting system; votes cast by means of a voting form are part of the total number of votes cast during a given voting round.

#### **V. Open and Secret Voting**

1. During an open voting the system will download full information concerning each voting participant from the database and complete it with data concerning the type of decision selected during a given vote; the information will then be captured in the data set.
2. During a secret voting, the system will only download the information concerning the number of shares/ votes of a given participant from the database and add it to the total number of votes cast in a give decision category without capturing the details of the participant. Only total votes in a given decision category and the overall number of votes will be available in the system following a secret voting.