

## GENERAL MEETING VOTING INSTRUCTION

### I. General Information

1. Each participant of the General Meeting will receive a tablet for voting.
2. Tablet user may at any time check correctness of their data by clicking “Twoje dane” (Your data) icon. Afterwards, the tablet will display the user data.
3. Tablet users may familiarise themselves with the documents prepared for the General Meeting by clicking “Dokumenty” (Documents) icon. The list of documents will be displayed; to read any document click the adjacent “Treść” (Content) icon.

### II. Tablet Use for Attendance Registration

1. In order to ensure ongoing monitoring of the number of GM participants in the conference room and the number of shares entitling to vote, shareholders and proxyholders use the attendance control icons on their tablets.
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:
  - a) click “wejście” (entry) icon on the tablet upon entering the conference room,
  - b) click “wyjście” (exit) icon on the tablet upon leaving the conference room.

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 attendance when entering the conference room, the shares and votes of a shareholder (proxyholder) will not be displayed in the electronic vote counting system.
4. In case of failure to deregister the attendance when leaving the conference room, the shares and votes of a shareholder (proxyholder) 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. GM participants 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. Once the voting has been ordered by the GM Chairperson, the voting icons are displayed on the tablet.
3. Uniform voting consists in clicking on the tablet: “TAK” (YES), “NIE” (NO), or “WST” (ABSTAIN) icon, and confirming that decision by clicking “Potwierdzam” (Confirm) icon.
4. Non-uniform voting consists in clicking “Podziel” (Split) icon; next, the user is asked on the following screen to define the number of votes cast in favour (“TAK”), abstaining votes (“WST”) and votes against (“NIE”). Values are entered by means of a numeric touchpad. Once you have entered all the values, click “Dalej” (Next) icon. The information about the mode of the shares split will be displayed on the next screen. In order to cast such pre-defined votes, you have to confirm your decision by clicking “Potwierdzam” (Confirm) icon.



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

1. GM participants who intend to exercise their rights to vote by means of the voting form made available by the Company on its website should report this fact to the GM Chairperson prior to each voting by means of such form, and provide the Chairperson with the number of the voting card; the GM 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 tablet for voting provided to the GM participant will be blocked during the voting round so that no vote can be cast through it.

2. The GM Chairperson notifies 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 the voting form become 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 the data concerning the type of decision selected during a given voting round; 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 given 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.

