# **AkzoNobel**

# Manual and FAQ\* – Hybrid Annual General Meeting

\* Applicable to virtual participation and voting at the Annual General Meeting of Akzo Nobel N.V.

# AkzoNobel

# Manual – Hybrid Annual General Meeting ('AGM')

1. Click here to login to the shareholder portal, enter your Login ID and Password and click 'Login'

Shareholder login			
Login ID			
Password			
Login			
Forgot password?			
New user registration			
If you do not have user account, <u>click here</u> to register			

2. Select the upcoming AGM of AkzoNobel and click 'Attend meeting virtually'

AkzoNobel	
Annual General Meeting of Shareholders >	
On 23 April 2020 14:00 CET	
Give voting instructions	
Attend meeting in person	
Attend meeting virtually	

3. Fill in all the details of registration for this meeting

Register for virtual participation		
AkzoNobel	Akzo Nobel N.V. On 23 April 2020 I 14:00 CET	Cancel
1/4 Shares and Account		
Securities		
Security class		
Ordinary shares	~	
Intermediary		
ABN AMRO Registrar	$\sim$	
ISIN		
NL0013267909		
Number of securities		
<ul> <li>Entire holding</li> <li>Partial holding</li> </ul>		
Enter number of securities		
8		

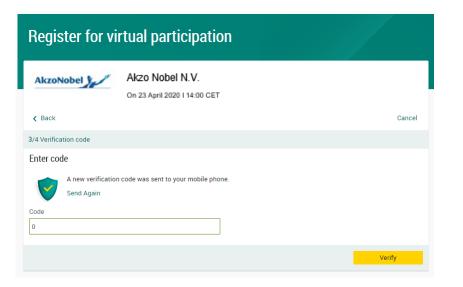
Register for virtual participation		
Akzo Nobel N.V. On 23 April 2020 I 14:00 CET		
K Back	Cancel	
2/4 Phone, Terms and Conditions		
Verification of phone number		
Mobile phone number:		
+31 🗸 622800115		
Re-enter mobile phone number		
+31 ¥ 622800115		
Terms and Conditions Phone The phone number can not be changed once verified and must be used till meeting ends.		
Cancel	Acknowledge and Accept	

The phone number will be used for the two-state verification process (by SMS verification)

4. Notification will be displayed with highlighted risks and terms of use (including reference to AkzoNobel's Hybrid Meeting Terms). Please read the notification and if you agree click on 'Accept and Proceed'

Register for virtual participat	
<b>Х</b> т	Important Information
	You are about to confirm that you want to virtually participate in the General Meeting.
2/4 Phone, Terms and Conditions Verification of phone number Mobile phone number: -31	In case you wish to proceed, please acknowledge and accept the risks which are inherently related to virtual attendance and participation in the General Netrating by checking the relevant checktone stud below and click the "Accept and Proceed" button to gein access to the Virtual Participation Section.
Re-enter mobile phone number	The risks related to virtual attendance and participation in the General Meeting include, amongst others: any failure in virtual meeting equipment, software, network infrarotture, servere, infrarement or telephone connectivity, video or vicice equipment, whether or not equased by an information security indicater (which includes any unauthorised use, hacking, a Denial of Services attack, a denial of
Terms and Conditions Phone The phone number can not be changed once verified and m Cannel	access, any failure or intruction resulting from the theft or unlexful interception of a password or network access acces and any other cyber-attack) or caused by any type of mechanical failure auch as any electrical power outage acting the General Meeting as well as any other unforeease theornical difficulties or disuppoon awhere relating to the Weather in general. The Virtual Participation Section, the General Meeting on the aquinamet/commetrity used by out, the
Carlos	Services Holder. Securities Holder. To avoid such risks the Securities Holder should attend the General Meeting in-person or by proxy.
	By checking the boxes below, you confirm:
	that you acknowledge and accept the riska listed above and to have read and understood and agreed to our terms and conditions applicable to the registration and use of the Virtual Participation Section.
	that you are a person authorized to accept these risks on behalf of the Securities Holder.
	The Terms of Use for using the Website and the Virtual Meeting Section in particular apply and can be found here: Terms of Use
	Back Accept and Proceed

5. Enter the verification code as received on your mobile phone



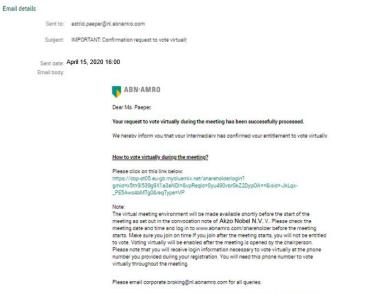
6. The registration was completed successfully

Register for virtual participatio	n
You successfully registered to join for virtual participa	tion
Now that you have requested to virtually participate during the me Please confirm your account number and telephone number to your intermediary	eting your intermediary will have to provide an approval. <b>ABN AMRO Registrar</b> corporate.broking@registrar.co ~
Question In case you have any further questions, please do not hesitate to c corporate broking@nl abnamro.com	ontact ABN AMRO.
	To my events

7. The created request can be found in 'My events' (observe pending state)

My events N	leetings My Account			
Request type: Virtual participation	Attendance requests	<ul> <li>Voting instructions</li> <li>Status: Pending T</li> </ul>	Confirmed votes	
AkzoNobel	Akzo Nobel N.V. On 23 April 2020 I 14:00 CET	Annual General Meeting of Shareholders 8 securities   Registration number 1.184.00002	Pending	۷./

8. Once approved by the intermediary, the shareholder will receive a confirmation email



You can also contact helpdesk number -31 203442000 for any problems with joining the meeting virtually.

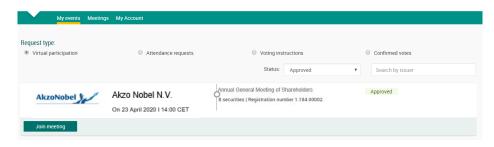
## II. Login procedures – on April 23, 2020 before 2:00 AkzoNobel p.m. (CET)

1. Click here to login to the shareholder portal, enter your Login ID and Password and click 'Login'

Shareholder login			
Login ID			
Password			
Login			
Forgot password?			
New user registration			
If you do not have user account, <u>click here</u> to register			
If you do not have user account, <u>click here</u> to register			

# II. Login procedures – on April 23, 2020 before 2:00 **AkzoNobel** p.m. (CET)

2. Join the meeting in 'My events'



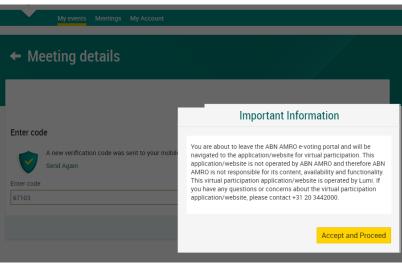
## II. Login procedures – on April 23, 2020 before 2:00 p.m. (CET)

3. Enter the verification code as received on your mobile phone

	My events Meetings My Account	
← Me	eeting details	+
AkzoN	Akzo Nobel N.V.	8
	On 23 April 2020 I 14:00 CET	Ent
Enter code	le	
	A new verification code was sent to your mobile phone.	Ente
	Send Again	671
Enter code		

4. Notification will be shown, please read and accept to proceed

AkzoNobel



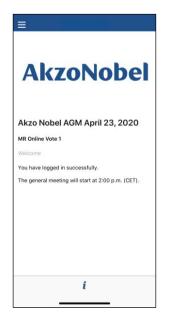
# II. Login procedures – on April 23, 2020 before 2:00 **AkzoNobel** p.m. (CET)

5. You are successfully logged in

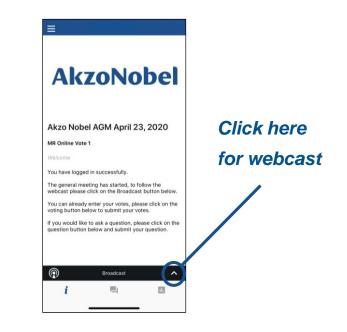
My events Meetings My Account	
Meeting details	
You are successfully navigated to LUMI portal for the virtual participation Question	
In case you have any further questions, please do not hesitate to contact ABN AMRO. corporate.broking@nl.abnamro.com	To my events

## II. Login procedures – on April 23, 2020 before 2:00 AkzoNobel p.m. (CET)

6. 1:00 – 2:00 p.m. (CET) registration open



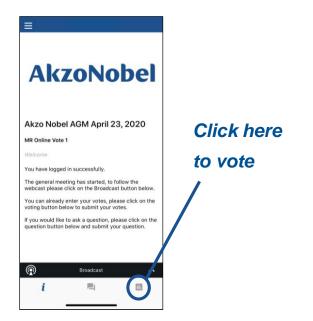
#### 7. 2:00 p.m. (CET) follow the webcast



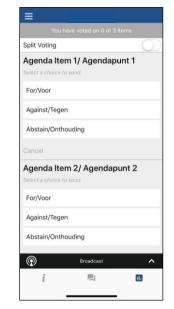
### II. Login procedures – on April 23, 2020

# **AkzoNobel**

8. 2:00 p.m. (CET) voting is open



# 9. Please vote on all agenda items. This feature will be open during the AGM



# AkzoNobel

# FAQ – AGM

### **Frequently asked questions - registration**

# **AkzoNobel**

#### Q: How can I register to virtually participate and vote at the AGM?

A: As a AkzoNobel shareholder, you will first need to create a profile via <u>www.abnamro.com/evoting</u>. After the profile is created you can follow the steps of registration as provided in this manual.

#### Q: If I don't know my login details for the ABN AMRO platform, where can I find them/request new details?

A: You can request a new password via the website <u>www.abnamro.com/evoting</u> under 'Forgot password?' or contact ABN AMRO via <u>ava@nl.abnamro.com</u> or +31 (0)20 344 2000.

Q: I registered myself as to attend the AGM in person, can I also virtually participate and vote at the AGM, in case I can't attend the AGM physically?

A: Changing your attendance is possible until the close of registration, being Thursday, April 16, 2020, 6:00 p.m. (CET) as stated on <u>www.abnamro.com/evoting</u>. After the registration deadline you can't change your attendance.

Q: I cannot login or I have problems logging into the ABN AMRO platform.

A: Please contact ABN AMRO at ava@nl.abnamro.com or +31 (0)20 344 2000

### **Frequently asked questions - registration**

## **AkzoNobel**

#### Q: Can I test if I can get into the virtual environment ahead of the AGM?

A: Yes, you can do so after the close of registration, being Thursday, April 16, 2020, 6:00 p.m. (CET), following the guidelines on <u>www.abnamro.com/evoting</u>. Should you face difficulties, please contact ABN AMRO via ava@nl.abnamro.com or +31 (0)20 344 2000.

#### Q: How do I know if my bank has approved my registration for the AGM?

A: You will receive a confirmation from ABN AMRO by email. This might take a few minutes. In case the confirmation takes longer than a few minutes, please do not hesitate to contact ABN AMRO via ava@nl.abnamro.com or +31 (0)20 344 2000. It is advisable to use the testing period before the day of the AGM to test your access to the platform.

#### Q: As of which moment can I login to the AGM?

A: You can login within a time frame of 30 minutes before the start of the AGM (2:00 p.m. (CET)). Once you have logged in to the AGM you are counted as a shareholder attending the AGM, even if you leave before the start or at any time during the AGM (whether or not due to an internet connection failure).

### **Frequently asked questions – AGM**

# **AkzoNobel**

#### Q: How can I follow the AGM?

A: You will be able to follow the meeting via the virtual environment via <u>www.abnamro.com/evoting</u> (where you are able to vote on the shareholders resolutions during the AGM).

#### Q: How do I know that I can vote at the AGM?

A: Once the Chairman has opened the meeting you will be able to vote until the Chairman declares that the voting will be closed after the last voting item.

#### Q: How can I submit a vote and know that I virtually voted?

A: During the meeting you will be able to vote. Click on the voting button **u** to submit your votes. When selecting the button of our choice your vote will be cast automatically. Please submit your vote on all resolutions. The application will confirm that your (vote)s has/have been received.

#### Q: Can I change my vote during the AGM if I virtually participate?

A: Yes, you will be able to amend your votes during the AGM until the Chairman declares that the voting will be closed after the last voting item.

### **Frequently asked questions – AGM**

## **AkzoNobel**

Q: I have already voted through proxy on the ABN AMRO website or provided a signed proxy to AkzoNobel's Corporate Secretariat or Mr. R.W. Clumpkens, civil law notary in Amsterdam, can I change my vote during the AGM?

A: No, you can only change your voting instruction until the close of registration, being April 16, 2020 at 6:00 p.m. (CET).

#### Q: What should I do if I am unable to virtually vote during the AGM?

A: Once the Chairman has opened the meeting, you will be able to vote until the close of the last voting item of the meeting, if you are succ sfully registered (the steps for registration are listed earlier in this manual). Click on the voting button to submit your votes. Please make sure you are connected to the internet.

#### Q: Can I ask questions or address the AGM as a virtual participant?

A: No, when participating online you will only be able to follow the proceedings of the AGM and to vote. You can submit questions regarding the various agenda items by sending an email to <u>investor.relations@akzonobel.com</u> before the AGM. Our aim is to answer all the submitted questions during the AGM.

# **AkzoNobel**

#### Q: How will AkzoNobel ensure that virtually attending and voting at the AGM will be without issues?

A: AkzoNobel offers the application through third parties that have gathered experience with organizing these hybrid and virtual shareholders meetings in- and outside the Netherlands. Even though AkzoNobel has given its best efforts to ensure that shareholders are offered a best-in-market service, it cannot guarantee that shareholders may experience issues that are common to any first-generation innovative application.

#### Q: Is AkzoNobel moving to a virtual-only annual general meeting?

A: No, as Dutch law still prescribes that a physical shareholders' meeting must be held.

#### Q: Will all upcoming shareholders' meetings of AkzoNobel be in hybrid form?

A: AkzoNobel may decide, at its own discretion, for each shareholders' meeting separately whether the possibility of online participation will be provided next to in-person access.

#### Q: Are there any rules and conditions applicable to the AGM?

A: Yes, we refer to our Hybrid Meeting Terms which can be found <u>here</u>. The Hybrid Meeting Terms apply to shareholders who participate at the AGM via the online platform.

## **AkzoNobel**

#### Q: Why should I choose for online participation when I can grant a proxy voting instruction as I did before?

A: When you participate online, you will be able to take into account the deliberations (just before and) at the AGM before you decide how to vote. If you grant a proxy voting instruction your vote has, in fact, been made before the meeting takes place and you will only be able to change your voting instruction until the close of registration, being April 16, 2020 at 6:00 p.m. (CET).

# Q: What will AkzoNobel or ABN AMRO do with my personal info which I am requested to complete when opting for virtually attendance and voting?

A: AkzoNobel adheres to its GDPR policy, which can be found <u>here</u>. ABN AMRO also adheres to its GDPR policy, which can be found on https://www.abnamro.com/en/footer/privacy-statement.html

#### Q: If I don't have a smartphone, tablet or PC, can I still virtually attend and vote at the AGM?

A: Unfortunately in that case you can't virtually attend and vote at the AGM.

#### Q: What should I do if my battery is almost empty?

A: Please note that the shareholder is responsible for a properly functioning and charged device.

# **AkzoNobel**

#### Q: My internet connection is not working properly. Will I be able to attend and vote at the AGM?

A: You will need a working internet connection during the AGM. On your phone you can also use a mobile (3G or 4G) signal if available.

#### Q: How do I know this is a safe way to vote?

A: The website of ABN AMRO has been thoroughly tested by various parties.

#### Q: Which device should I use to virtually attend and vote at the AGM?

A: You can virtually attend and vote at the AGM with any device that has a working internet connection, is charged and is successfully logged in to the virtual environment via <u>www.abnamro.com/evoting</u>. Please make sure you have installed the latest version of your internet browser, Chrome, Firefox, Internet Explorer 11 and 10, Edge and Safari.

Q: The device that I will use for the online participation has a camera installed. Will or can I be made visible in the AGM to other participants or to anyone else?

A: No, that will not be the case.

## **AkzoNobel**

Q: When I virtual attend and vote at the AGM, will other shareholders be informed that I am participating, or do they have the possibility to know that?

A: No, you will be registered on the registration list of all shareholders attending the AGM (in accordance with the provisions of AkzoNobel's articles of association). However, this information will not be provided to other shareholders of AkzoNobel.

Q: Who can I contact if my question is not listed int this FAQ?

A: Please contact ABN AMRO at <u>ava@nl.abnamro.com</u> or +31 (0)20 344 2000.

## Frequently asked questions – shareholders' rights **AkzoNobel**

#### Q: Are my votes valid when leaving early? Can I re-join after I have left?

A: Yes, under the assumption that you logged in successfully prior to the start of AGM, this will not affect your votes casted until the moment you left. Re-joining the AGM is possible after you have left, you will also be able to vote on items that have been put into vote during the time you were not participating. The polls for all voting items are open during the AGM and closed after the last voting item on the agenda has been discussed.

Q: When there is a failure in my network connection, or my device stops during the AGM, will I be able to login and continue to participate in AGM once the connection has been restored?

A: Yes, under the assumption that you logged in successfully prior to the start of the AGM, you will be able to continue participating in the AGM after the network connection has been restored. You will also be able to vote on items that have been put to vote in the meantime. The polls for all items are open during the AGM and closed after the last voting item on the agenda has been discussed.

#### Q: Will the possibility of virtually attending an voting at the AGM affect the proceedings at the AGM?

A: At the AGM the usual proceedings for general meetings of AkzoNobel will be followed. However the polls for all items are open during the AGM and closed after the last voting item of the agenda has been discussed.