

# HOW TO PARTICIPATE TO THE SOCIETE GENERALE ANNUAL GENERAL MEETING

# 19 MAY, 2020 AT 4:00pm, BEHIND CLOSED DOORS

In the current health and regulatory context, the Annual General Meeting will be held at the Societe Generale Towers, 17 cours Valmy, Paris-La Défense **without the physical presence of the shareholders**. **Shareholders can follow it as of 4.00pm on the <u>www.societegenerale.com</u>** website or by phone, or later watch the entire replay.

During the Meeting, it will not be possible to ask questions or file amendment drafts or new resolutions.

Shareholders are invited **to exercise their voting right prior to the General Meeting and notably to vote via the internet.** 

Shareholders also have the opportunity to submit written questions in accordance with the procedure described in the Convening Notice, which is also detailed below.

Following the Annual General Meeting, a press release detailing the voting results will be issued and a report will be published in the Shareholders' Letter of June 2020. This Letter will be available online at <u>www.societegenerale.com</u>.

To access all the information regarding the Annual General Meeting click <u>here</u> To consult the Convening Notice published on 15 April, 2020 click <u>here</u>

# HOW TO VOTE IN THE MEETING?

## 1. WHAT ARE THE REQUIREMENTS TO VOTE IN THE MEETING?

Any shareholder or unit holder of the company mutual fund (FCPE) "*Société Générale actionnariat* (FONDS E)" (hereinafter, the "FCPE"), regardless of the number of shares or units held, has the right to vote in the Annual General Meeting.

Only votes from shareholders who have proven their status by the second business day preceding the Meeting, i.e. on **15 May, 2020, at midnight** (D-2) will be taken into account at the Meeting.

For **registered shareholders and FCPE unit holders**, the book-entry at D-2 in the registered securities accounts shall be sufficient to allow them to participate in the Meeting.

For **bearer shareholders**, it is the authorised intermediary custodians of the bearer securities accounts who shall directly justify with the centralizing agent of the Meeting the status of their clients as shareholders:

- either during the transmission of the single form to vote by post or proxy;
- or when using the Internet voting site.

## 2. HOW TO PARTICIPATE IN THE MEETING?

Shareholders and FCPE unit holders may:

- 1. vote online,
- 2. vote by post,
- 3. give proxy, online or by post, to the Chairman of the Meeting, to their spouse or partner with whom they concluded a civil solidarity pact (*pacte civil de solidarité*), or to any other natural person or legal entity.

In any case, the shareholders and FCPE unit holders must:

- either fill in the Single Form and forward it to their authorised intermediary using the prepaid return envelope;
- or log onto the platform and follow the procedure indicated below.

# **HOW TO VOTE ONLINE? (RECOMMENDED PROCESSUS)**

In order to facilitate their participation in the Meeting, Societe Generale offers its shareholders and FCPE unit holders the ability to vote via the secured "VOTACCESS" platform. The VOTACCESS platform will be open from **15 April 2020 at 9.00 am** to **18 May 2020 at 3.00 pm** (Paris time).

In order to avoid any potential overloading, it is recommended to shareholders and FCPE unit holders not to wait until the deadline to log on.

## **1. YOU ARE A REGISTERED SHAREHOLDER**

Log onto <u>www.sharinbox.societegenerale.com</u> using your access code and your password. Then follow the instructions in your personal space by clicking on the name of the meeting under the section "Ongoing operations" on the homepage then on "Vote" to access the voting website.

Access to your account	Information
Access code	COVID19 IMPACT ON OPENING HOURS OF OUR CALL CENTER As the Coronavirus epidemic spreads, it is essential to act together for the safety of all, and to ensure that of our collaborators, in keeping with
Access code (8 digits) 🚱	
+D Log in	from 9.30am to noon, and between 2.30pm and form (Paris time).
Get your codes	We thank you for your understanding.

## 2. YOU ARE A FCPE UNIT HOLDER

Use your usual login information to log onto <u>www.esalia.com</u>. You will then be able to access the VOTACCESS platform and follow the procedure provided on the screen.



## 3. YOU ARE A BEARER SHAREHOLDER

Use your usual login information **to log onto the Internet portal of your Custodian** to access the VOTACCESS platform and follow the procedure provided on the screen.

Attention: only holders of bearer shares whose Custodian has joined the VOTACCESS system and offers this service to them for this Meeting will have access. In the event the bearer shareholder's Custodian has not joined VOTACCESS or subjects platform access to conditions of use, the Custodian will inform the shareholder as to how to proceed.

**Attention:** if you belong to several categories (registered shareholder, bearer shareholder, FCPE unit holder), you should vote for each one of them.

# HOW TO VOTE BY POST WITH THE SINGLE FORM?

**If you are a registered shareholder**, you will receive the Single Form by post mail, unless you have requested a receipt by e-mail.

**If you are a bearer shareholder**, you must ask your Custodian for the Single Form. Once you duly complete and sign said form, your Custodian will forward it with a participation certificate, to the centralising agent of the Meeting.

**If you are a FCPE unit holder**, and if you do not have access to the Internet, you may ask Societe Generale for the Single Form by post (using the address: Service Assemblées, CS 30812, 44 308 Nantes Cedex 3 - France). Any request for a Single Form must be received no later than six days before the Meeting, i.e. on 13 May, 2020.

In any case, the duly completed and signed Single Form, together with a participation certificate for the bearer shareholders, shall be received by Societe Generale (Service Assemblées, CS 30812, 44 308 Nantes Cedex 3 - France) no later than two calendar days before the date of the Meeting, i.e. on 17 May, 2020. It is specified that no Single Form received by Societe Generale after this date will be considered.

# **HOW TO GIVE PROXY?**

## 1. Give proxy online (recommended)

Shareholders and FCPE unit holders who have chosen to be represented by a proxy of their choice may appoint or revoke the proxy online.

- Registered shareholders must appoint or revoke this proxy online by logging onto the website <u>www.sharinbox.societegenerale.com</u> using their access code and password. Shareholders must then follow the instructions in their personal space by clicking on the name of the meeting under the section "Ongoing operations" on the homepage then on "Vote" to access the voting website.
- **Bearer shareholders** must use their usual login information to log onto the Internet portal of their Custodian to access the VOTACCESS<sup>1</sup> platform and must follow the procedure displayed on the screen.
- **FCPE unit holders** must use their usual login information to log onto <u>www.esalia.com</u>. They will be able to access the VOTACCESS platform and must follow the procedure displayed on the screen.

#### 2. Give proxy by post

**Shareholders and FCPE unit holders who have elected to be represented by a proxy of their choice may** appoint and revoke this proxy by post to their Custodian using the Single Form duly completed and signed which, to be taken into account, must be received by Societe Generale (Service Assemblées, CS 30812, 44 308 Nantes Cedex 3 - France) no later than 17 May, 2020.

No Single Form received by Societe Generale after this date will be considered.

For more information, see page 3 of the Convening Notice by clicking here

<sup>&</sup>lt;sup>1</sup> Only holders of bearer shares whose Custodian has joined the VOTACCESS system and offers this service to them for this Meeting will have access.

# **PROCEDURE FOR SENDING WRITTEN QUESTIONS**

Pursuant to Article R. 225-84 of the French Commercial Code, shareholders who would like to submit written questions have from the time the meeting notice is published (18 March, 2020) until the fourth business day prior to the meeting date (13 May, 2020) to send their questions:

- **either by sending a registered letter with acknowledgement of receipt** to the Chairman of the Board of Directors at Societe Generale's headquarters;
- **or by sending an email to General.meeting@socgen.com** with the subject line "written questions to the Chairman of the Board of Directors for the General Meeting on 19 May, 2020".

However, as an exception and in light of the conditions in which the Meeting will be held, you may submit your written question via email in the above mentioned format until 4.00 p.m. (Paris time) on 17 May 2020 for a response from the Board of Directors which will either be posted on the page dedicated to the 2020 General Meeting of the Shareholders at www.societegenerale.com or provided during the Meeting.

## Questions must be submitted with proof of account registration to be considered.