

## **Policy on Bilateral Contacts with Shareholders RoodMicrotec N.V.**

### **1. Status policy**

*This document constitutes the outline policy on bilateral contacts with shareholders within the meaning of best practice provision 4.2.2 of the Dutch Corporate Governance Code, dated 8 December 2016.*

### **2. General**

- 2.1. RoodMicrotec is committed to maintaining an open and constructive dialogue with its investment community. RoodMicrotec aims to keep its shareholders and other parties updated by informing the equally, simultaneously, clearly and accurately about the company's strategy, performance and other matters and developments that could be relevant to investors' decisions.
- 2.2. RoodMicrotec will act in accordance with applicable rules and regulations, including provisions on price-sensitive information, fair and non-selective disclosure and equal treatment of shareholders that are in the same position.
- 2.3. Information for the shareholders will be made available to the shareholders on the corporate website of RoodMicrotec.

### **3. Contacts with Shareholders**

- 3.1. Contacts with shareholders primarily take place at shareholders' meetings, but may also take place on bilateral basis.
- 3.2. RoodMicrotec reserves the right to determine for itself whether it accepts requests of shareholders to enter into a one-to-one conversation.
- 3.3. RoodMicrotec can, in order to determine whether a conversation with shareholders is in the interest of the company, request shareholders to disclose in advance in writing the aim of the conversation, the subjects to be discussed and the view the shareholders hold on these subjects. RoodMicrotec can also request shareholders to first disclose their interest in the company.
- 3.4. RoodMicrotec can also take the initiative to enter into a conversation with shareholders.
- 3.5. During the "closed periods" RoodMicrotec will exercise great restraint with respect to (the provision of information during) bilateral contacts with shareholders.
- 3.6. In contacts with shareholders RoodMicrotec is in principle represented by members of the Management Board.

### **4. Changes to the Policy**

- 4.1. The Management Board is authorised to adopt, revoke and amend this policy, subject to the approval of the Supervisory Board.
- 4.2. The Management Board, with the approval of the chairman of the Supervisory Board, and the Supervisory Board, retain the right to deviate from this policy.