# REIG 🔃 JOFRE

RIGHT TO ATTEND, ACCREDITATION OF SHAREHOLDERS AND DELEGATION OF VOTING RIGHTS FOR THE ORDINARY AND EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS OF LABORATORIO REIG JOFRE, S.A.



## RIGHT TO ATTEND

The holders of any number of shares registered in their name in the account entry register of any of the entities participating in "Sociedad de Gestión de los Sistemas de Registro, Compensación y Liquidación de Valores, S.A.U." (Iberclear) at least five days prior to the day on which the General Shareholders Meeting is to be celebration, depending on whether the General Meeting is held on the first or on the second call and who, furthermore, maintain ownership of the shares until the celebration of the General Meeting, shall be entitled to attend the General Shareholders Meeting.

In order to exercise the right to attend, Shareholders must be previously legitimized by means of the corresponding nominative attendance card, in which the number and class of shares held will be indicated, as well as the number of votes that may be cast. The card will be issued, on the request of the Shareholder, either directly by the Company through the General Secretariat following the provision of proof of shareholder status, or through the entities pertaining to Iberclear and responsible for the accounting register. Shareholders must obtain the corresponding attendance card up to five days prior the date of the General Meeting. Requests may be sent to the attention of the Investor Relations Department at the following email address: investors@reigjofre.com.

On the day and in the venue scheduled for the celebration of the General Shareholders' Meeting, and as of one hour prior to the time announced for the beginning of the Meeting, the Shareholders may present their respective attendance or proxy cards to the personnel responsible for registering shareholders. Attendance or proxy cards presented by Shareholders to the personnel responsible for registering shareholders after the time established for the start of the General Shareholders' Meeting will not be accepted.

#### PROXY

All shareholders entitled to attend may be represented at the General Shareholders' Meeting by another person, including a non-shareholder, in accordance with the requirements of the Law, the Bylaws (Article 17) and the General Shareholders Meeting Regulations (Article 9) by means of the representation form printed on the attendance card.

Shareholders wishing to delegate their vote using the "Proxy and remote voting card" model that the Company makes available to all shareholders must download the website "Proxy and remote voting card" from the corporate (http://www.reigiofre.com/en/investors/general-shareholders-meeting) and print, complete and sign it in the corresponding "Proxy" section. The card must be accompanied by the attendance card issued by the Company or, if applicable, by the entity in which the shareholder has deposited their shares. The attendance card must be duly signed.



Proxies may be submitted by the representative on the day and in the venue of the General Shareholders Meeting, or may be sent by the Shareholder, in advance, by post or courier to the registered office of the Company (calle Gran Capità nº 10, 08970 Sant Joan Despí, Barcelona), addressed to the Investor Relations Department, to the attention of the Chair of the Board of Directors.

Alternatively, Shareholders may grant proxy through electronic or remote means that duly guarantee the attributed representation and the identity of the representative. Proxies granted by these means shall be effected through the Electronic Shareholder Forum enabled on the corporate website (http://www.reigjofre.com/en/investors/general-shareholders-meeting).

Shareholders granting a remote proxy commit themselves to informing the appointed representative of the proxy conferred. When the proxy is granted to a Director of the Company, this notice shall be deemed effected following the reception by the Company of said notice of proxy. In such a case, the representative shall be relieved of the requirement to identify him/herself in the terms provided in following paragraph.

For the purpose of verifying the identity of the shareholders, or that of their valid representatives, attendees may be requested, at the entrance of the premises in which the General Shareholders Meeting is to be held, to facilitate their attendance card, documents certifying the status of the representative, and the presentation of a National Identity Card or any other official document generally accepted for these purposes.

Additionally, the proxy may only exercise the vote of the represented person when personally attending the General Shareholders' Meeting.

#### REQUEST OF SUPPLEMENTS TO THE CALL

Under Article 519 of the Corporate Enterprises Act, shareholders representing at least three percent of the share capital may request the publication of a supplement to this General Shareholders Meeting call, including one or more agenda items, providing that the new items are accompanied by a justification or, where applicable, a justified agreement proposal. This right shall be exercised by means of a certified notification to be received in the registered offices within the five days subsequent to the publication of this call. Similarly, Shareholders representing at least three percent of the share capital may, in the period and in manner indicated above, submit justified proposals for resolutions on matters already included or to be included in the agenda of the General Meeting called.

Under with the provisions of Articles 197 and 520 of the Corporate Enterprise Act, as of the date of publication of this call and up to the fifth day prior to the day scheduled for the celebration of the General Shareholders Meeting (i.e., June 17, 2016, if the



General Shareholders Meeting is held on first call, and June 18, 2016 if it is held on second call), shareholders may request, in writing from the Board of Directors, any information or clarifications they deem appropriate, or present any questions in writing they consider opportune, regarding (i) the items on the agenda, (ii) the publicly-available information provided by the Company to the Spanish Securities Market since the celebration of the last General Shareholders Meeting, and (iii) the auditor's reports on the Company's Individual Management Reports and Financial Statements, and the Consolidated Management Reports and Financial Statements of the Company and its subsidiaries, corresponding to the financial year 2015. For this purpose, Shareholders may request information by delivering or by sending the petition by post to the registered offices, for the attention of the Investor Relations Department (calle Gran Capità nº 10, 08970 Sant Joan Despí, Barcelona), as well as by addressing themselves by e-mail to the following address: investors@reigiofre.com. Shareholders may also verbally request information or clarifications on the above matters during the General Shareholders' Meeting.

Valid requests for information, clarification or questions presented in writing by Shareholders, as well as the responses provided by the Board of Directors, will be included on the Company's website (<u>http://www.reigjofre.com/en/investors/general-shareholders-meeting</u>).

Additionally, under Article 539.2 of the Corporate Enterprise Act, shareholders are informed that an Electronic Shareholders Forum has been enabled in the corporate website (<u>http://www.reigjofre.com/en/investors/general-shareholders-meeting</u>), to be used in accordance with the corresponding legally established purpose and the operating guarantees and rules established by the Company. The Forum may be accessed by duly-identified shareholders and shareholder groups.

#### REMOTE VOTING

Shareholders may exercise their vote in relation to the items on the agenda of the General Shareholders Meeting, prior to its celebration, through remote communication means, in accordance with the provisions of the Corporate Enterprises Act, the Company Bylaws (Article 17), and the General Shareholders' Meeting Regulations (Article 17). The valid means of communication for remote voting are:



### a) Electronic means

Votes cast electronically shall be effected through the Electronic Shareholder Forum enabled on the corporate website (<u>http://www.reigjofre.com/en/investors/general-shareholders-meeting</u>).

b) Post

In order to cast a remote vote by mail, Shareholders must download the "Proxy and remote voting card" from the corporate website (<u>http://www.reigjofre.com/en/investors/general-shareholders-meeting</u>) and print, complete and sign it in the corresponding "Remote voting" section. The card must be accompanied by the attendance card issued by the Company or, if applicable, by the entity in which the shareholder has deposited their shares. The attendance card must be duly signed.

Once completed and personally signed, the Shareholder may sent the card by post or courier to the registered office of the Company (calle Gran Capità nº 10, 08970 Sant Joan Despí, Barcelona), addressed to the Investor Relations Department, to the attention of the Chair of the Board of Directors.

#### Rules on remote voting and proxies

Under the provisions of the Corporate Enterprises Act, the Company Bylaws (Article 17), and the General Shareholders' Meeting Regulations (Articles 9 and 17), the basic rules which regulate remote voting and proxies are as follows:

- Proxy and remote votes (cast either electronically or by post) must be received by the Company five (5) days prior to the date scheduled for the celebration of the General Shareholders Meeting, i.e., before 24:00 on June 17 or 18, 2016, according to the celebration of the General Shareholders Meeting on first or second call, respectively.
- The services for voting and proxy by electronic means will be available to Shareholders as of the date of publication of the call.
- Remote voting shall revoke any remote proxy, independently of the respective dates.
- Personal attendance at the General Shareholders' Meeting by Shareholders who have granted proxy or previously voted remotely will render the proxy or vote without effect.
- Votes cast by post or electronic means shall be understood as revoked by the subsequent submission of a vote to contrary effect.



- The validity of the conferred representation and the vote cast by remote communication means shall be subject to the verification of the condition of Shareholder, by means of the attendance card or by the presentation of the certificate issued by the entity responsible for the accounting register of the Company's shares, reflecting the registration in the shareholder's name of Company shares.

For the purpose of exercising the rights to vote and proxy by remote electronic communication means, the Company will enable a tool via the Electronic Shareholder Forum consisting of a platform for electronic voting and delegation by means of a digital certificate and in accordance with the account entries register (the "Platform"). The tool will provide details regarding voting instructions and will be linked to the Company website (<u>http://www.reigjofre.com/en/investors/general-shareholders-meeting</u>). It will enable the verification of the shareholder's identity via the appropriate means (electronic signature certificate, Tax Identification Number or other).

Any User who requests access to the Platform will do so by completing the registration form, and provide all supporting documentation requested (Tax Identification Number, bank documents and, where appropriate, such other documents as determined by the Company).

Once the Shareholder has completed the "Registration Form" and attached the specified documentation, the members of the Board of Directors designated by the Company will proceed to activate the user in order that he/she may access the Platform.

The Platform will be active as of the date of the publication of the call until the celebration of the General Shareholders' Meeting, as determined by the Company.

#### ELECTRONIC SHAREHOLDER FORUM

The Company has enabled an Electronic Shareholder Forum on its website (<u>http://www.reigjofre.com/en/investors/general-shareholders-meeting</u>) with the legally established purpose and to facilitate communication among shareholders in relation to the celebration of the General Shareholders Meeting. The Forum can be accessed by duly legitimated individual shareholders and associations of shareholders. To access the Forum, follow the instructions published by the Company on its website (<u>http://www.reigjofre.com/en/investors/general-shareholders-meeting</u>) for the call.