

# KOENIG & BAUER

## **97th Annual General Meeting of Koenig & Bauer AG Information on Data Protection**

The Koenig & Bauer AG, Würzburg (in the following “Koenig & Bauer” or “the Company”) takes the protection of their shareholders’ data very seriously. With the following notice we inform you on the processing of your personal data by Koenig & Bauer and the rights you have as share-holder pursuant to the data protection law, particularly the EU General Data Protection Regulation.

### **Who is responsible for data processing?**

#### **The entity responsible for processing is:**

Koenig & Bauer AG  
Friedrich-Koenig-Strasse 4  
97080 Würzburg  
Telephone: +49 931 909-0  
Fax: +49 931 909-4101

#### **The data protection officer of Koenig & Bauer AG is:**

Mr. Steffen Demuß  
Koenig & Bauer AG  
Friedrich-Koenig-Strasse 4  
97080 Würzburg  
Telephone: +49 931 909-6055  
Email: [datenschutz@koenig-bauer.com](mailto:datenschutz@koenig-bauer.com)

### **Which of your data do we process and from which sources does this data come?**

#### **Categories of data processed:**

In connection with the holding of the Annual General Meeting, we process the following personal data about you and/or your proxy: name, first name, address, number of shares, class of shares, type of ownership of shares and registration confirmation number, access data („Registration Information“). In addition, the Company processes data that shareholders provide voluntarily, such as the content of any information you may have provided, including the content of any motions, comments in text form or as a video contribution submitted by you prior to the virtual annual meeting, questions and objections you may have.

If you visit and use the InvestorPortal set up for the Annual General Meeting, we also collect and process data on access to and use of the InvestorPortal, e.g. access data (registration confirmation number and Internet access code) as well as server log files (name of the files you accessed, date and time of access, notification whether the access was successful, type of web browser used, referrer URL (the website previously visited), IP address, as well as time stamp of your login and logout in the online portal), which your web browser transmits to us („Usage Data“).

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## **Data sources:**

As a rule, we receive your personal data directly from you, in particular if you register in person for the virtual Annual General Meeting, submit questions or otherwise exercise your shareholder rights, as well as in the event that you grant a proxy and issue instructions. Even if you have not provided your personal data such as registration data yourself when registering, we may receive these data from depositary banks under certain circumstances. If you participate in the virtual Annual General Meeting as a proxy, we will receive Registration Information and other details about you, if applicable, from the share-holder you represent.

## **For what purposes and on what legal basis is your data processed?**

Koenig & Bauer processes your personal data in accordance with the EU General Data Protection Regulation (DSGVO), the Federal Data Protection Act (BDSG) and all other relevant legal regulations.

All Koenig & Bauer AG shares are bearer shares. In contrast to registered shares, Koenig & Bauer does not keep a share register within the meaning of Section 67 of the German Stock Corporation Act (AktG), from which the name, date of birth and address of the respective shareholder and the number of shares can be derived.

We collect and use your personal data (name, first name, address, number of shares, class of shares, type of ownership of shares, registration confirmation number, access data for the InvestorPortal and other data provided when registering for the Annual General Meeting) to enable you as a shareholder to follow the Annual General Meeting by means of electronic communication, to exercise your voting rights (including the exercise of voting rights by postal vote or by authorizing the proxies appointed by the Company) and to exercise your other shareholder rights at the Annual General Meeting.

The processing of your personal data is mandatory for the preparation and execution of the virtual Annual General Meeting, in particular for communication with share-holders, for enabling voting by way of electronic communication via the InvestorPortal, for ensuring that resolutions are adopted properly and for preparing the minutes of the virtual Annual General Meeting in accordance with section 129 para. 1 sentence 2 AktG. The legal basis for the processing of your personal data is Art. 6 para. 1 lit. c) DSGVO in conjunction with Art. 118 et seq. AktG and in conjunction with Art. 2 § 1 para. 2 of the law on mitigating the consequences of the COVID-19 pandemic in civil, insolvency and criminal procedure law (Federal Law Gazette I 2020, p. 569, „COVID-19 Act“).

If you register to participate in the virtual Annual General Meeting via the InvestorPortal, we will process your registration information and usage data in order to check your entitlement to participate in the virtual Annual General Meeting and provide you with the live stream. If you submit comments in text form or as a video contribution via the InvestorPortal prior to the Annual General Meeting, we will store your further shareholder information including the content of your contributions together with your name. Provided the contributions you submit comply with the prescribed regulations, we make them available on the InvestorPortal to shareholders who have duly registered for the virtual Annual General Meeting. If you make use of your right to ask questions pursuant to Section 1 para. 2 sentence 1 no. 3 of the COVID-19 Act and submit questions via the InvestorPortal prior to the virtual Annual General

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Meeting, we will store your other shareholder information, including the question content you have voluntarily submitted, together with your name. The Management Board of the Company will answer the questions by mentioning your name during the Virtual Annual General Meeting, unless you have expressly objected to this mentioning by name. If you submit an objection to the minutes of the virtual Annual General Meeting or make, change or revoke any other statements, we will store this objection or these statements together with your name. We will only publish your name if you have expressly requested this or if we are legally obliged to do so (e.g. in the event of objections: Here, the name of the opposing shareholder must be recorded in the notarial record, which can later be retrieved from the Commercial Register). Data processing necessary for the organization of the virtual Annual General Meeting may also be carried out on the basis of overriding legitimate interests (Art. 6 para. 1 sentence 1 letter f) DSGVO).

In addition, the Company may also process your personal data to fulfil other legal obligations, such as regulatory requirements and obligations under stock corporation, securities, commercial and tax law to retain data. In order to comply with stock corporation law provisions, the Company must, for example, when authorizing the proxies appointed by Koenig & Bauer for the Annual General Meeting, record the data serving as proof of authorization for three years in a verifiable (access-protected) manner (section 134 para. 3 sentence 5 AktG).

## **To which categories of recipients do we possibly forward your data?**

### **External service providers and consultants**

Koenig & Bauer commissions various service providers (e.g. general meeting service providers to carry out the Annual General Meeting, including the operation of the InvestorPortal for the virtual Annual General Meeting, service providers for printing and dispatching the shareholder notification etc.) and consultants on the occasion of the Annual General Meeting.

The service providers commissioned for the purpose of preparing and conducting the Annual General Meeting will receive from Koenig & Bauer only such personal data as are necessary for the performance of the commissioned service and will process the data only in accordance with the instructions of Koenig & Bauer.

### **Authorities and other recipients**

In addition, we may also transfer your personal data to other recipients, such as public authorities, in order to comply with statutory notification requirements (e.g. when legally prescribed voting rights thresholds are exceeded).

## **How long do we store your data?**

We generally anonymize or delete your personal data as soon as it is not required for the purposes stated above anymore, as far as we are not obliged to store this data longer due to legally required obligations to provide proof or preserve (e.g. in the German Stock Corporation Act, Tax Code). The storage period is regularly up to three years for the data collected in connection with Annual General Meetings. Beyond that, we only keep personal

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data in individual cases, if this is required in connection with claims asserted against our Company.

Insofar as commercial and tax law retention obligations should be applicable, the data must regularly be retained for another ten years. In addition, we only retain personal data in individual cases if this is necessary in connection with claims asserted against the Company (statutory limitation periods of up to 30 years).

## **What rights do you have as a data subject?**

You may request information on the data stored on your person at the address stated at the beginning of this notice. You may additionally demand deletion and correction of your data or limitation of the processing under certain conditions (e.g. if your data have been processed unlawfully). You are entitled to data portability.

Finally, you also have the right to object to the processing of your personal data for reasons arising from your particular situation. If you object, we will no longer process your personal data, unless we can prove compelling reasons for processing that are worthy of protection and outweigh your interests, rights and freedoms, or unless the processing serves to assert, exercise or defend legal claims.

The objection can be declared without formality by stating your name, address and date of birth and can be sent to the above-mentioned address of the Company.

## **Do you want to complain about the handling of your data?**

You may address the data protection officer of the Koenig & Bauer AG. You may also complain to the data protection authorities. This could be, for example, the supervisory authority responsible for your place of residence or the supervisory authority responsible for Koenig & Bauer AG. The data protection supervisory authority responsible for Koenig & Bauer AG is

Bavarian State Office for Data Protection

Supervision (BayLDA)

Promenade 18

91522 Ansbach

Telephone: +49 (0) 981 180093-0

Fax: +49 (0) 981 180093-800

Email: [poststelle@lda.bayern.de](mailto:poststelle@lda.bayern.de)