



## Registration instructions on Lumi Connect platform

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### Welcome to Lumi Connect!

Lumi Connect is a platform dedicated to general shareholders meeting registration and voting.

By clicking on the link [www.lumiconnect.com](http://www.lumiconnect.com), you can now (i) register for the annual general meeting of **UCB SA/NV** (the “**General Meeting**”) scheduled on **Thursday, 28 April 2022, at 11:00 am CEST, at the registered office of UCB SA/NV, Allée de la Recherche 60 - 1070 Brussels**, (ii) nominate a proxy holder as well as (iii) subscribe to the webcasting of the General Meeting.

**As a shareholder, you will bear no costs to register and/or nominate a proxy holder via the Lumi Connect platform.**

The deadline for registration on the Lumi Connect platform is **22 April 2022, 15:00 CEST**.

Please read the following information carefully before proceeding.

### STEP 1: CREATE AN ACCOUNT

If you do not already have a Lumi Connect account, please sign up first (go to [www.lumiconnect.com](http://www.lumiconnect.com)). You will receive an email to activate your account and create your own password. After confirmation, please login with your email address and password.

### STEP 2: UPDATE YOUR ACCOUNT

- Please fill in your **phone number** and **National ID number**.
- If you are a holder of **dematerialized shares**:
  - You need to select the name of the **intermediary** (e.g., the bank) where you have your account on which your UCB shares are held. A dropdown menu automatically fills in the BIC/LEI number. If your intermediary is not on the list, choose **OTHER** and fill in the data manually.
  - Then, fill in your **account number on which your shares are held** (i.e., the bank account number on which your shares are held): enter only numbers.
- If you are a **nominative shareholder**:
  - You don't have to fill in your intermediary and share dealing account number.
- Both for nominative and dematerialized shareholders: indicate the **total number** of **UCB shares** you want to register to participate in the meeting.

- If you wish you can add additional (practical) information. For instance, if you require special assistance (wheelchair) to join the General Meeting.
- At this stage, if you intend to nominate a proxy (see step 3 below), you may also register for the **webcasting** (live stream) of the Meeting by answering “yes or no” in the text box, once the following question appears: “Would you like to receive the link to the Webcasting of the General Meeting?”.

All fields must be correctly filled in.

You will see a confirmation page that you need to check before pressing **CONTINUE** at the bottom.

### STEP 3: SELECT YOUR PARTICIPATION MODE

You are now requested to indicate how you would like to participate:

- **Request to attend** (in person in the room, with voting during the AGM)
- **Nominate a proxy** (someone who may vote with voting instructions on your behalf)

To mitigate potential health risks for participants in the context of the Covid-19 pandemic, we **encourage our shareholders to give proxy to Mrs. Rita Baeyens**. To this extent, please select the option “Nominate a proxy”, then “Secretary General”.

In case you prefer to appoint your own proxy holder, please select the option “Nominate a proxy”, then “Other” and fill out the name and address of your designated proxy holder.

Once the proxy holder is selected, the resolutions will appear to allow you to give your voting instructions on each item of the agenda.

#### IMPORTANT

Click on **FINISH** to finalize your registration.

The process is now completed. You can now close your browser.

At any time, you can log in again and change your status by pressing cancel and reselect your preferred meeting participation option.

**What will happen next? See the pre-meeting timeline below.**

**DAY -14**

**RECORD DATE**

In order to participate in the meeting, you must be the owner of the share on the record date, i.e. **14 April 2022, at 24:00 CEST**,

## DAY-6

## CLOSING DATE

As a shareholder, you must have registered on Lumi Connect platform at the latest by **22 April 2022, 15:00 CEST**, in order to attend the meeting.

## DAY - 5

## LUMI STARTS VERIFICATION

Starting **23 April 2022**, Lumi will check with your intermediary if you are the owner of the shares on the registration date, based on the registration data that you have provided when creating your Lumi account.

You will receive an email inviting you to check your request status after record date (i.e., approved, pending or rejected):

- Upon approval, you will be notified by email that your registration and your direct votes have been approved.
- If you notice that your request is still pending or rejected, please contact Lumi support at the following address: <https://support.lumiglobal.com/knowledge/kb-tickets/new>.

## D-DAY

## MEETING DAY

If you chose to attend the meeting in person, when logging on your Lumi account, you will notice that your meeting participation request form has now become your attendance card, on which there is a **QR code**.

The **QR code** will be used to register when you will present yourself physically to attend the **meeting in-person**. You may either **print or show your QR code** on your mobile on Meeting day.

If you did not appoint a proxy holder and that you attend the meeting in person, you will be able to cast your votes during the meeting. For this, upon verification of your identity with your ID card at the registration desk, you will receive an electronic voting box, as well as a translation device to allow you to follow the meeting in your preferred language (FR-NL-ENG).

- ➔ If you nominated a proxy holder and subscribed to the **webcasting**, you shall receive an email from UCB, between the 24<sup>th</sup> April 2022 and the 27<sup>th</sup> April 2022, with the link and the instructions to connect to such live stream.

LUMI

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### AGM DNB

Meeting Participation Request

Approval status: **Approved**

Required fields are marked with an asterisk (\*)



### Summary

[What happens next](#)  
[More info](#)

### My Participation

AGM *	Requested to attend	<input type="button" value="Cancel"/>
EGM *	Requested to attend virtual meeting	<input type="button" value="Cancel"/>

### My Details

Title	Given names	Family name
<input type="text"/>	<input type="text"/>	<input type="text"/>

## Frequently Asked Questions

1) Where can I find more technical information on the Lumi Connect platform? Please visit: <https://www.lumiconnect.com/support>

- 2) Where can I seek technical assistance regarding the Lumi Connect Platform?  
<https://support.lumiglobal.com/knowledge/kb-tickets/new>
- 3) Where can I find more information on UCB Annual General Meeting 2022? Please visit:  
<https://www.ucb.com/investors/UCB-shareholders/Shareholders-meeting-2022>

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