

ENCAVIS

Data protection information for shareholders and shareholder representatives at the Annual General Meeting of Encavis AG

The new data privacy regulations pursuant to the EU General Data Protection Regulation have been in effect since 25 May 2018. One of the core objectives of this regulation is transparency in data processing. The protection of our shareholders' data is a top priority for Encavis AG (hereinafter also "we", "us" and "our").

The following information serves to give you an overview of how we process your personal data, as well as your rights in accordance with data protection law as applicable within the scope of the Annual General Meeting.

This data protection declaration outlines specifically how and what data is collected within the scope of the Annual General Meeting, why it is collected and to which persons it is communicated or disclosed.

1. Who is responsible for data processing and who can I contact on this topic?

Responsibility for data processing lies with:

Encavis AG
Große Elbstraße 59
22767 Hamburg, Germany
Phone: +49 40 37 85 62 – 0
Fax: +49 40 37 85 62 – 129

You can contact our data protection officer
by email at:

datenschutz@encavis.com

2. Which data will be processed for what reasons and on what legal basis?

We process your personal data in compliance with the EU General Data Protection Regulation (GDPR); the German Federal Data Protection Act (BDSG); the German Stock Corporation Act (AktG); the Act Concerning Measures Under the Law of Companies, Cooperative Societies, Associations, Foundations and Commonhold Property to Combat the Effects of the COVID-19 Pandemic (PandemieG) of 27 March 2020, as last amended by the amending act of 10 September 2021 (German Federal Law Gazette (BGBl.) I 2021, p. 4147); and all other relevant regulations.

We use your personal data for the purposes provided for in the German Stock Corporation Act. These include, in particular, our communication with you as a shareholder and the organisation of the Annual General Meeting. Additionally, your data is processed only within the scope of the aforementioned purposes (in particular, the preparation of statistics, such as the presentation of shareholder development or for an overview of the largest shareholders). The legal basis for the processing of your personal data is the German Stock Corporation Act in conjunction with Art. 6(1)(c) and (4) GDPR. Your personal data may also be processed for reasons of compliance with other legal obligations, such as regulatory or securities law regulations, as well as share-based, commercial and tax-based retention obligations. When authorising the proxies appointed by the Company for the Annual General Meeting, for example, we must record all data that serves as proof of authorisation in a verifiable manner and store it for 3 years with no third-party access so as to comply with the relevant stock corporation law provisions (Section 134 (3) sentence 5 AktG). The legal basis for the processing in this case is the respective statutory regulations in conjunction with Art. 6(1)(c) GDPR.

In addition to processing data on the basis of legal obligations, we also process personal data to safeguard our legitimate interests pursuant to Art. 6(1)(f) GDPR. We have a legitimate interest in organising the Annual General Meeting and ensuring that it is conducted in an orderly fashion, which includes the live transmission of the Annual General Meeting on the internet and the debriefing after the Annual General Meeting. If, in accordance with Section 1 (2) PandemieG in conjunction with the specifications in the notice of the virtual Annual General Meeting, questions are submitted via email prior to the Annual General Meeting or objections to resolutions of the Annual General Meeting are declared during the Annual General Meeting, we will subsequently process the name, date of birth and address of the shareholder, as well as their email address. If third parties are authorised to attend the Annual General Meeting, we will also process the name and address of the authorised representative.

Compliance with non-European securities regulations also constitute a legitimate interest. This may be the case with capital increases, for example, which might require us to exclude individual shareholders from information on share subscription offers due to their nationality or place of residence so as to comply with the corresponding regulations.

We will inform you in advance within the scope of the statutory provisions should we intend to process your personal data for purposes not outlined above.

3. Who will have access to your data?

Your data will be processed by those Encavis AG employees responsible for the organisation of the Annual General Meeting.

Your data will be transmitted to specific companies within the Group should these companies have been commissioned with the task of centralising the data processing activities for companies associated with the Group.

We also partially make use of various external service providers so as to be able to fulfil our contractual and legal obligations. These service providers are subject to data protection law through order processing contracts (Art. 4 no. 8 GDPR).

Furthermore, we transmit your data to recipients outside the Company who then process your data under their own responsibility (Art. 4 no. 7 GDPR). Such recipients may include authorities that require this data for the fulfilment of legal reporting obligations (such as when statutory voting rights thresholds are exceeded).

4. Will my data be transmitted to a third state?

We do not have the intention of transmitting your personal data to a third state outside of the European Economic Area (EEA) or any international organisation. As such, we also do not transmit personal data to service providers outside the European Economic Area (EEA).

5. How long do we store your personal data?

We generally anonymise or erase your personal data as soon as it is no longer essential for the above mentioned purposes, insofar as we are not under any legal obligation to continue storing the data (such as in accordance with the German Stock Corporation Act, the German Commercial Code or the Fiscal Code of Germany). The storage period for data collected within the scope of the Annual General Meeting is up to three years.

In certain cases, we will also store personal data where necessary in connection with claims asserted for or against the Company.

6. Which rights do you have regarding your personal data?

To the extent permitted by applicable law or regulation, your rights include:

- Access to your personal data
- Information on the origin of the data and the purpose and end of the processing, as well as the details of those persons responsible for processing, the processors and any parties to whom the data are disclosed
- Correction and updating of your personal data, as well as the rectification of inaccurate or incomplete personal data
- Data portability and accessibility in an electronic format
- Deletion of your personal data should it no longer be needed to fulfil the above mentioned purposes
- Right to object to the processing of your personal data (see end of this section for further information)
- Right to lodge a complaint with the Company and/or the relevant data protection authority

Information on your right to object in accordance with Art. 21 of the General

Data Protection Regulation (GDPR)

You have the right to object, on grounds relating to your particular situation, at any time to processing of your personal data based on Art. 6(1)(f) GDPR (data processing on the basis of a balancing of interests).

If you object, your personal data will no longer be processed unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms or the processing serves to establish, exercise or defend legal claims.

To exercise this right, please contact us using the contact information listed in item 1.

The responsible data protection supervisory authority:

*Der Hamburgische Beauftragte für Datenschutz und Informationsfreiheit
Ludwig-Erhard-Str. 22
20459 Hamburg, Germany*

Phone: +49 40 42854 – 4040

Fax: +49 40 42854 – 4000

Email: mailbox@datenschutz.hamburg.de

7. Do I have an obligation to provide the requested personal data?

As a shareholder, you have the obligation to provide the Company with the above mentioned personal information so as to comply with the requirements under stock corporation law and to enable the exercise of shareholder rights.