

Technical guidelines for video communication

1. Internet

- Stable internet connection, minimum bandwidth of 5 Mbit/s (upload) and 10 Mbit/s (download); 15 Mbit/s or more is recommended
- Connection to internet access, preferably via LAN cable or use of stable Wi-Fi connection
- Close other applications that are bandwidth and computing intensive
- No firewall, pop-up, or corporate restrictions
- No parallel programs accessing camera or microphone (e.g. Teams, Zoom, etc.)

2. VPN

- Disable VPN for the duration of the connection to avoid quality issues

3. Device

- Integrated or wired camera and microphone
- Landscape orientation recommended
- Headset (wired) for better audio quality
- Supported browsers: latest versions of Chrome, Edge, Firefox and Safari
- Grant camera and microphone access in the browser

Guidelines for good video and audio quality

- **Environment:** Quiet surroundings, stable surface, no abrupt movements
- **Lighting:** Ensure the face is well lit; avoid strong light sources in the background
- **Camera position:** Centered, frontal view at eye level, 16:9 landscape format
- **Other:** Mobile phone on silent, no distracting notifications
- **Clothing:** Avoid small checkered patterns to prevent flickering (moiré effect)

Procedure for speaking requests

1. Access

- Login to the InvestorPortal using the access credentials provided
- Speaking requests possible from 9:30 (CEST) via the virtual speaking request desk
- Optional: Providing contact information (email/phone) for possible follow-up questions to the shareholder; announce motions in advance in the free-text field
- After approval, a notification window appears→ „Studio betreten“

2. Virtual Waiting Room

- Network test and approval of camera/microphone required
- Livestream is delayed (10-30 seconds)
- Support team checks video/audio and explains the procedure
- Then wait until you are connected

3. Live connection

- Live connection when called by name
- After the speech, return to the waiting room, then disconnect
- Additional speaking requests must be submitted again

Important notices

- Notes and recommendations in this document are not legally binding. Legally authoritative is exclusively the convocation of the Annual General Meeting published in the Federal Gazette.