



*FOR INFORMATIONAL PURPOSES ONLY. SPANISH VERSION PREVAILS.*

**INMOBILIARIA COLONIAL, SOCIMI, S.A.**

**ORDINARY GENERAL MEETING OF SHAREHOLDERS (JUNE 2020)**

**OPERATING RULES FOR THE ONLINE SHAREHOLDERS' FORUM  
DE INMOBILIARIA COLONIAL, SOCIMI, S.A.**

The Online Shareholders' Forum of Inmobiliaria Colonial, SOCIMI, S.A. (the "**Company**") is provided in accordance with the provisions of article 539.2 of the consolidated text of the Spanish Limited Liability Companies Law approved by the Royal Legislative Decree 1/2010, of 2 July, (the "**Limited Liability Companies Law**"), under the following operating rules (the "**Operating Rules**").

**1. USERS AND PURPOSE**

The Online Shareholders' Forum (the "**Forum**") will only be available to the Company's individual shareholders that are duly established and entered in the special Register provided for this purpose at the Spanish Securities Market Commission ("**CNMV**"), in accordance with the provisions of article 539.4 of the Spanish Limited Liability Companies Law, with a view to facilitating communications between them prior to the General Meeting.

The Forum is not a channel for the exchange of communications between the Company and the registered users. In consequence, no communication made or published on the Forum may be considered a communication to the Company, nor will it replace in any way the requirements set forth in the Law and/or in the Company's corporate governance rules for the exercise of registered Forum users' rights as shareholders in the Company.

Shareholders and specific and voluntary shareholder associations must register beforehand in order to use the Forum, in accordance with the procedures in force at that time, in order to prove the user's identity and status as shareholder in the Company or member of a specific and voluntary shareholder association, duly constituted and registered with the CNMV. Legal entity shareholders and specific and voluntary shareholder associations must also prove the identity of the proxy who intends to use the Forum.

Registering as a Forum user and/or the use thereof implies the full and unconditional acceptance of the terms and conditions included in these Operating Rules and the other terms and conditions specified in the Forum.

The registered users' access to and use of the Forum is conditional on their continuing to hold shares in the Company or remaining members of a specific and voluntary shareholder association duly constituted and registered in accordance with the applicable regulations.

The Company will be the Forum's administrator (the "**Forum Administrator**") in the terms and with the powers set forth in the Operating Rules, and holds the power of interpreting the same in the event of any doubt or disagreement in the implementation thereof.

## **2. PURPOSE OF THE FORUM**

Registered users may send, for publication on the Forum, communications limited to the following subjects:

- (a) Reasoned motions on issues that are already included or intended to be included in the General Meeting's agenda.
- (b) Requests for support for such motions.
- (c) Initiatives drawn up by shareholders to achieve a sufficient percentage of votes in order to exercise a minority right as provided in the Law.
- (d) Offers or requests for voluntary representation.

As provided in article 519 of the Spanish Limited Liability Companies Law, the Company's shareholders who request the publication of a motion as an addendum to the agenda, or a reasoned motion on issues that are already included in the agenda of the General Meeting that has been called, must represent at least 3% of the share capital.

## **3. CONTENT OF THE COMMUNICATIONS**

The use of the Forum must always fully comply with current regulations and these Operating Rules. The following are expressly forbidden:

- (a) Making any communications that are not related to the purpose and aim of the Forum as set forth in Operating Rules 1 and 2 above.
- (b) Attacking the reputation or the legitimate rights, goods and interests of the Company, of other registered users or of third parties.
- (c) Impersonating third parties or providing the personal data or information of third parties without the informed consent of their owner.
- (d) Incorporating documentation or material without the due authorisation of the owners of the intellectual or industrial property.
- (e) Incorporating content or expressions that are discriminatory, racist, sexist, violent, xenophobic or otherwise degrading or offensive.
- (f) Incorporating any type of material that is inappropriate or contrary to the requirements of good faith.
- (g) Incorporating contents of any kind that are aimed at committing criminal, administrative or civil offences.
- (h) Carrying out any activity aimed at evading the technical restrictions established for the Forum or which damage, overload or harm the functioning of the Forum or the computer equipment of the Company, of its computer services suppliers, of other registered users or of third parties.
- (i) Posting advertising messages of any type.

#### 4. PUBLICATION OF COMMUNICATIONS ON THE FORUM

Any registered user may send communications that comply with the provisions of Operating Rules 2 and 3 above, and these will be published by the Forum Administrator in accordance with the technical procedures in force at that time.

Requests to publish communications should be made using the forms available in the Forum for this purpose.

Before publishing it, the Forum Administrator will ensure that the communication complies with the Operating Rules. If such communication fails to comply with any of the Operating Rules, the Forum Administrator may, at their discretion, decline to publish it, take it down at any time if it has already been published or request any amendments or changes be made to such communication to ensure its compliance with the Operating Rules.

#### 5. PERIOD OF AVAILABILITY OF THE FORUM

The Forum will be available for use as of the call of the General Meeting of Shareholders in accordance with the provisions of the legislation in force and until the end of the day prior to the date scheduled for the General Meeting.

#### 6. THE COMPANY'S RESPONSIBILITY

The Company will not be responsible for the accuracy, veracity, validity, legality or relevance of the communications sent by registered users, nor for the opinions expressed by them.

By virtue of accessing and/or using the Forum, every registered user declares that he/she is aware of and accepts that he/she makes use of the Forum under his/her sole and exclusive responsibility at all times.

#### 7. DATA PROTECTION

The processing of personal data, their possible disclosure and the exercise of the rights provided under the data protection legislation will be governed by the Privacy Policy published on the Forum, which must be expressly accepted by the user when he/she registers.

##### **Privacy policy and cookies**

##### [Privacy Policy](#)

In compliance with the provisions of the *Regulation (EU) 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and Spanish Organic Law 3/2018, of 5 December, on the Protection of Personal Data and guarantee of digital rights*, Inmobiliaria Colonial, SOCIMI, S.A. (the “**Company**”), with Tax Identification Number A-28027399, informs you that the personal data provided when completing the forms available on the corporate website ([www.inmocolonial.com](http://www.inmocolonial.com)) will be kept in files for which the Company is the data controller, with the aim of establishing, managing and supervising the functioning of the Online

FOR INFORMATIONAL PURPOSES ONLY. SPANISH VERSION PREVAILS.

Shareholders' Forum (the “**Forum**”) in accordance with the Operating Rules thereof and applicable legislation.

The Company undertakes to treat personal data in complete confidentiality and to use them only for the specified purposes. The data will not be disclosed to other users without prior express consent. The failure to enter the personal data requested on the registration form may mean that the Company does not grant your request. By accepting this policy, you acknowledge that the information and personal data collected is accurate and truthful.

The legal basis of the data processing is for the Company to comply with the provisions of the Spanish Limited Liability Companies Law, as well as its legitimate interest in ensuring the appropriate management and maintenance of the Forum.

The data will be processed by the Company for as long as the Forum remains active. The data will be kept for a maximum period of six years from the date of the General Meeting of Shareholders, in order to meet any responsibilities that may arise for the Company on account of the processing.

The users of the Forum have the right to access, rectify, delete and object to the processing of their data, as well as to exercise all other rights set forth in current data protection legislation with the scope and limitations provided for in such legislation. To do so, they should write to the Company by post, with Ref. Data Protection (Protección de Datos), to Paseo de la Castellana 52, 28046 Madrid, or by e-mail to [forodeaccionista@inmocolonial.com](mailto:forodeaccionista@inmocolonial.com). Furthermore, Forum users may write to the Company by email, [ucnormativo@inmocolonial.com](mailto:ucnormativo@inmocolonial.com).

We wish to inform you that the Company has implemented the appropriate technical and organisational measures to ensure the security of your personal data and prevent them from being altered, lost and processed and/or accessed without due consent, bearing in mind the state of the technology, the nature of the data stored and the risks arising from human action or from the physical and natural environment to which they are exposed. The above is in accordance with the provisions of current legislation on personal data protection.

Should the data subjects consider that their information has been wrongfully processed or their rights have not been duly observed, they may file a claim before the Spanish Agency of Data Protection ([www.aepd.es](http://www.aepd.es)).

#### Cookies policy

The corporate website ([www.inmocolonial.com](http://www.inmocolonial.com)) of Inmobiliaria Colonial, SOCIMI, S.A. (the “**Company**”) uses its own cookies. Cookies are small data files generated by the user’s computer that allow the Company to know and process the following information:

- The date and time the user last visited the corporate website.
- The security elements required to control access to restricted areas.

The use of these cookies does not require the user’s consent. If the user blocks the cookies or deletes those already installed, he/she will not be able to use all the functionalities of this website (in particular,

*FOR INFORMATIONAL PURPOSES ONLY. SPANISH VERSION PREVAILS.*

access to restricted areas). Users may object to the use of cookies by changing the settings in their browser. Users may also use these options to remove any cookies that may have been installed while visiting the Company's website.

The personal data collected by the cookies will be processed solely for the purpose of managing the web services and its operation, and will be subject to the same guarantees of confidentiality and security mentioned in the Privacy Policy.

\* \* \* \*