

Information on the voting prior to the Annual General Meeting and participation in the online seminar 29.04.2021

1. Information on voting before the general meeting

- 1.1 Pursuant to section 2982 of the Commercial Code and in accordance with the clause 4.7 of the Articles of Association of Harju Elekter, a shareholder may vote on draft resolutions prepared in respect to the items on the agenda of a general meeting by submitting their vote to the Management Board of AS Harju Elekter before the general meeting at least in a format which can be reproduced in writing.
- 1.2 To vote before the general meeting, the completed and signed ballot paper must be submitted to the Management Board **no later than by 28 April 2021 at 11:00**. Ballot papers received by the Management Board after the above deadline will not be taken into account.
- 1.3 If a shareholder submits more than one completed ballot paper, the ballot paper with the latest digital signature time stamp or posting time stamp will be deemed valid. All previous ballot papers will be deemed invalid.
- 1.4 If the shareholder who submitted the ballot paper before the general meeting also physically participates in the general meeting, all ballot papers sent by the shareholder before the general meeting will be deemed invalid.
- 1.5 A shareholder who has voted before the general meeting is deemed to be participating in the general meeting and the votes represented by their shares will be included in the quorum of the general meeting, unless otherwise provided by law.

2. Voting by email before the general meeting

- 2.1 To vote before the general meeting by email, the shareholder fills in the ballot paper with the required information electronically marking their vote (*'for', 'against', 'undecided'*) on each draft resolution unambiguously, and shall approve the ballot paper with their electronically qualified digital signature.
- 2.2 The shareholder shall submit the filled in and electronically signed ballot to the Management Board of Harju Elekter AS **no later than 28 April 2021 at 11:00** to the e-mail address yldkoosolek@harjuelekter.com.
- 2.3 The shareholder shall be notified of the receipt of the ballot paper by e-mail at the address from which the ballot paper was sent at the earliest possible moment after the ballot has been received and technically verified.
- 2.4 If the ballot is filled in and signed by a representative of the shareholder on the shareholder's behalf, also the documents certifying the right of representation required for registration of participants of the general meeting as outlined in the notice on convening the general meeting shall be submitted together with the ballot paper. If the documents certifying the right of representation of the shareholder can only be submitted on paper, these shall be delivered to the office of AS Harju Elekter in Keila at the address of Paldiski mnt 31, **no later than on 28 April 2021 by 11:00**. If the right of representation of a legal person-shareholder is registered in the Estonian commercial register (äriregister) (legal representation of a member of the management board or a procurator), it shall not be necessary to submit the document certifying the right of representation together with the ballot paper.

3. Voting by post before the general meeting

- 3.1 To vote before the general meeting by post, the shareholder fills in the ballot paper with the required information electronically or by hand marking their vote (*'for', 'against', 'undecided'*) on each draft resolution unambiguously, and shall approve the ballot paper with their handwritten signature.
- 3.2 When voting by post, it is necessary to send a copy of the personal data page of the signatory's identity document to the Management Board of AS Harju Elekter together with the ballot paper in order to ensure the identification of the shareholder and the security and reliability of voting.

- 3.3 The shareholder sends the completed ballot paper together with their handwritten signature and a copy of their identity document to the Management Board of AS Harju Elekter **no later than by 11 a.m. on 28 April 2021** to AS Harju Elekter at Paldiski mnt 31, Keila 76606, Estonia.
- 3.4 If the ballot is filled in and signed by a representative of the shareholder on the shareholder's behalf, also the documents certifying the right of representation required for registration of participants of the general meeting as outlined in the notice on convening the general meeting shall be submitted together with the ballot paper. If the right of representation of a legal person-shareholder is registered in the Estonian commercial register (äriregister) (legal representation of a member of the management board or a procurator), it shall not be necessary to submit the document certifying the right of representation together with the ballot paper.

4. Participation in the webinar of the General Meeting

- 4.1 Shareholders have the opportunity to participate in an online seminar of the annual general meeting, through which it is possible to follow and listen to what is happening at the general meeting and ask questions. The webinar will be held in Estonian. It is not possible to participate in voting through the webinar.
- 4.2 We ask a shareholder to register no later than **on 28 April 2021 at 11:00** here: <https://attendee.gotowebinar.com/register/1919203457728378381>.
- 4.3 After registration, a link to the webinar and instruction for using the environment will be sent. If you are attending a webinar for the first time, you will be asked to download the required application. If downloading the application fails, the web browser will open automatically.
- 4.4 Participants will be sent a reminder via e-mail one hour before the start of the seminar.
- 4.5 Chairman of the Management Board Tiit Atso and Chairman of the Supervisory Board Endel Palla will present the company's results and answer questions at the webinar.
- 4.6 As the time of the webinar is limited, please send questions by 11:00 **on 28 April 2021** to the e-mail address yldkoosolek@harjuelekter.com.
- 4.7 The webinar will be recorded and published on the company's website www.harjuelekter.com as well as on the youtube.com account of Nasdaq Baltic.

Questions regarding the general meeting, also about voting, can be submitted to the e-mail address yldkoosolek@harjuelekter.com or asked by calling 674 7413.