Computershare

RELEASE NOTES

January 2025

Contents

1. Introduction

1.1 Release Schedule

This document details system enhancements to EquatePlus and our other offerings taking place in the coming weeks.

While certain features are not available to all system users, the improvements will benefit plan participants, corporate plan administrators and Computershare users.

If you have any questions related to the new features, functionality, or information outlined in this document, please contact your relationship manager.

Offering	Release #	Date	System Availability
EquatePlus*	67	**Start:** 18 January 2025 @ 07:00 CET **End:** 19 January 2025 @ 17:00 CET	EquatePlus, EquateMobile, EquateAPI and EquateInsights unavailable

Offering	Release #	Date	System Availability
EquateMobile	3.20	20 January 2025	No impact
EquateAPI	2.7	22 January 2025	No impact
EquateInsights	1.09	29 January 2025	EquateInsights unavailable

*During the scheduled downtime of EquatePlus, users attempting to access the system will be presented with the system unavailable message in their preferred language.

Participant Experience

2. Participant Experience

The upcoming release includes the following enhancements for participants:

2.1 Enhanced year-end statement

The Year-End Statement (YES) is a statement generated for participants at the end of the calendar or fiscal year. The content of the YES is identical to the Plan Holdings Statement, which includes:

- A portfolio summary
- Plan details
- Transaction details for all transactions within the statement period

We have updated the layout of the YES to match the redesigned Plan Holdings Statement introduced earlier this year. This ensures a consistent user experience and improves the user-friendliness of the YES.

If we are physically mailing the YES to the participant, we include a cover letter to provide additional context like contact details and where to find more information.

The statement is available as an add-on feature. Should you wish to learn more about this, please contact your relationship manager.

✓ Enhanced Year-End statement design

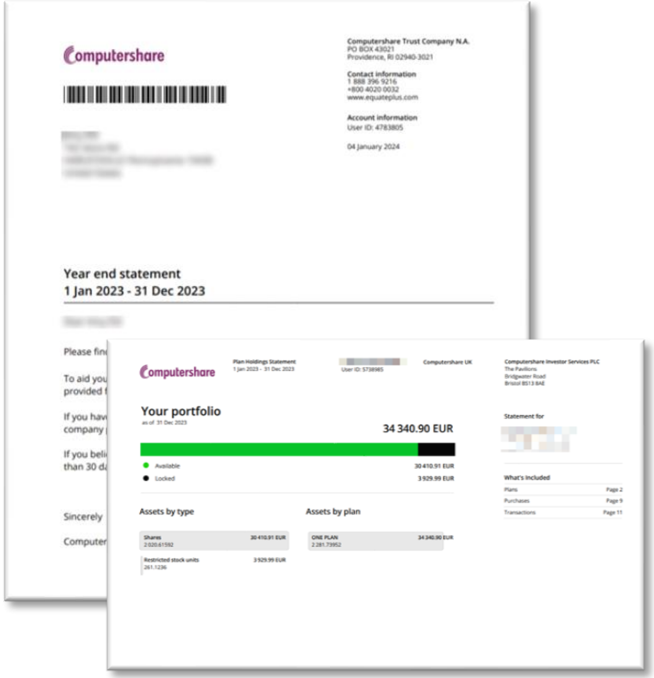


Illustration: Sample cover letter and YES

EQUATEPLUS

The upcoming release includes the following enhancements for participants:

2.2 Display enhancements to YES and Plan Holding Statement (PHS)

In addition to the new YES, we have also made a few further enhancements to the content of both the PHS and YES:

- Inclusion of the name and address of the entity producing the statement on every page of the statement.
- Introduction of the accounting view for real shares holdings of German contracted clients.

The changes will be live with the release wherever the YES and new PHS are in place.

✓ Enhanced usability and consistency across all user interfaces and statements, now also including the Year End statement

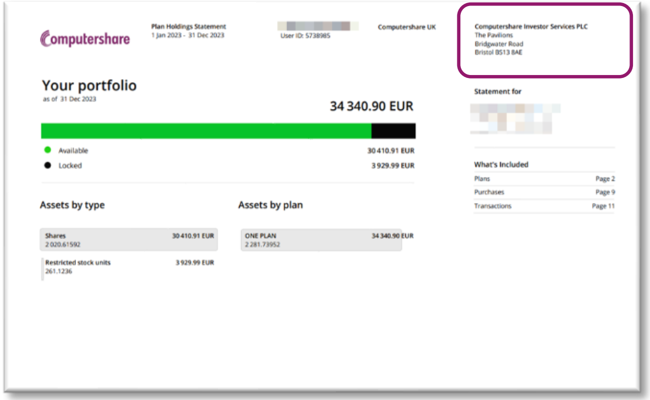


Illustration: Sample statement with entity information in upper righthand corner

2. Participant Experience

The upcoming release includes the following enhancements for participants:

2.3 US taxpayer 1099-B supplemental statement

Participants who pay taxes in the US sometimes need more information than what is provided on Form 1099-B to file their tax returns. Currently, many of them turn to the contact center for more details.

The new 1099-B supplemental statement aims to address this need. It is an additional document that provides:

- Detailed information for transactions reported on Form 1099-B, including cost basis.
- Fair market value (FMV) for non-covered shares and ordinary income not included in the Form 1099-B.

The supplemental statement is available to US participants of clients across all regions and will be delivered for the first time in February within three weeks of Form 1099-B being uploaded.

✓ Improves ease of preparing an accurate tax filing for US participants
✓ Removes the need to call the contact center for additional information

2. Participant Experience

The upcoming release includes the following enhancements for participants:

2.4 Mozambique bank account entry

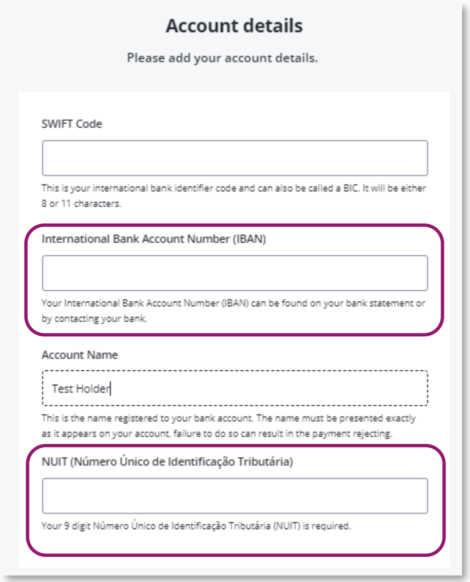
The bank account entry screen for Mozambique banks has also been enhanced. The terminology and data input fields have been aligned with local banking standards, including:

- IBAN
- Tax ID (NUIT)

Due to local currency controls, the MZN has been removed as a selectable currency to avoid payments being returned.

This update became available in October.

- ✓ More accurate account data due to improved clarity
- ✓ Less chance of a rejected payment


Account details

Please add your account details.

SWIFT Code

This is your international bank identifier code and can also be called a BIC. It will be either 8 or 11 characters.

International Bank Account Number (IBAN)

Your International Bank Account Number (IBAN) can be found on your bank statement or by contacting your bank.

Account Name

Test Holder

This is the name registered to your bank account. The name must be presented exactly as it appears on your account, failure to do so can result in the payment rejecting.

NUIT (Número Único de Identificação Tributária)

Your 9 digit Número Único de Identificação Tributária (NUIT) is required.

Illustration: Extract of Mozambique bank Account entry

2. Participant Experience

EQUATEPLUS

The upcoming release includes the following enhancements for participants:

2.5 For Further Credit/Correspondent banking

The bank account entry screens for “For Further Credit” and “Correspondent bank details” have also been improved.

The additional input fields for FFC and Correspondent bank are now only shown if the participant ticks one of these options in the Additional Information section of the entry screen. The entry fields have been updated with clearer terminology, and the Further Credit account name is pre-populated.

Banking instructions added with For Further Credit and/or correspondent bank details will be processed in our system as a “Wire” only instruction.

- ✓ More accurate account data due to improved clarity
- ✓ Less chance of a rejected payment

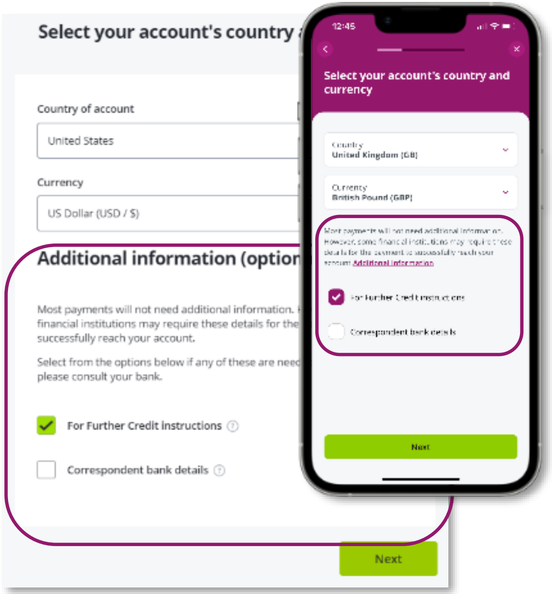


Illustration: bank account entry screen with selection of FFC

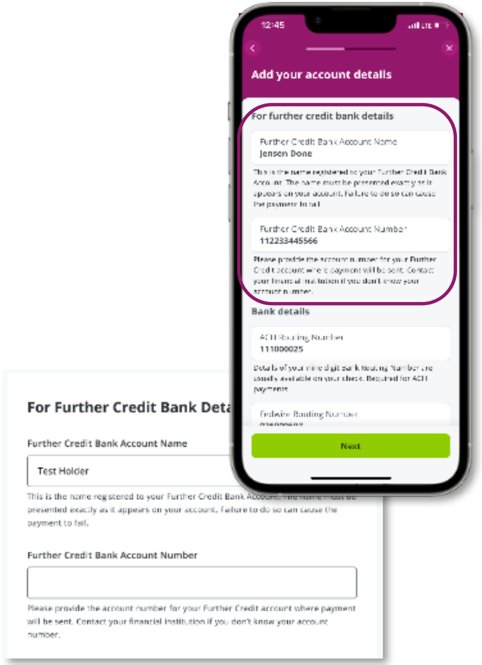


Illustration: Extract of Further Credit entry screen displaying pre-populated Account Name

2. Participant Experience

The upcoming release includes the following enhancements for participants:

2.6 EquateMobile – enhanced push notifications

Push notifications are messages sent by an app to a device (e.g. smartphone), even when the app is not actively being used. They appear as alerts or banners on the screen, like text messages.

In EquateMobile we support sending push notifications to participants using EquateMobile, to provide them with important updates, reminders, or alerts (if they have enabled notifications on their device).

With this release we have improved our push notification system to better meet your expectations and improve the participant user experience.

Previously, if a participant was using the app when a notification appeared, it was disruptive, requiring them to act on it immediately. In addition, when receiving a notification when not using the app, the notification would only lead the participant to the login page, not giving any further guidance or direction to the actual area in the app that the notification had been sent for.

2. Participant Experience

The upcoming release includes the following enhancements for participants:

2.6 EquateMobile – enhanced push notifications (continued….)

Now, if a participant is in EquateMobile when the notification appears, it simply shows at the top of the screen and can be dismissed or ignored without interrupting the current action.

If they are not using EquateMobile when the notification appears, it can be configured to bring them directly to a specific section of the app, such as elections, bank accounts, or the documents library.

For example, if an employee receives a notification about an open enrolment, they click on it, log in and are then brought directly to the specific enrolment election.

The new configuration feature to direct users to a specific area is available with this release. Please work with your account management team if you wish to use it for any upcoming push notifications.

- ✓ Enhances user experience by directing users to the relevant screen
- ✓ Improved communication

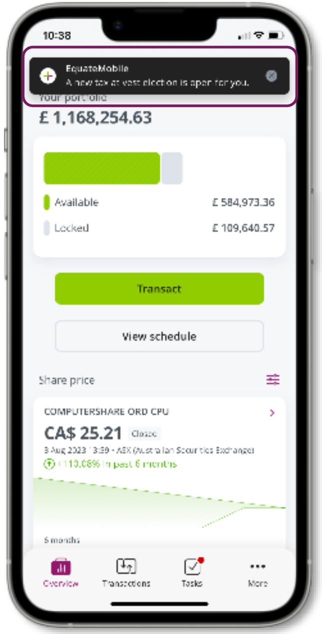


Illustration: Push notification received while using EquateMobile.

Illustration: push notification on the lock screen when the phone is not being used.

EQUATEPLUS

The upcoming release includes the following enhancements for participants:

2.7 EquateMobile – ability to generate the Plan Holdings Statement (PHS)

The Plan Holdings Statement (PHS) mentioned earlier, is now also available from EquateMobile. As a reminder, the PHS is an on-demand statement that participants can generate to capture their portfolio summary, allocations and transactions for a specified date range. The design was enhanced last year and made available through EquatePlus. Now it can also be generated from EquateMobile.

The participant navigates to "More", sees the new section "Actions" and taps the "Generate plan statement" button. A new screen opens where they can:

- Select a time range
- Tap on Download PDF statement

The PDF format can be shared, stored, or printed using the phone's native operating system capabilities.

The feature is available with the release for all companies that have the new PHS on EquatePlus. Rollout of the PHS will complete in February.

✓ Easy, on the go, access to a powerful statement
✓ Particularly useful for participants with limited access to EquatePlus

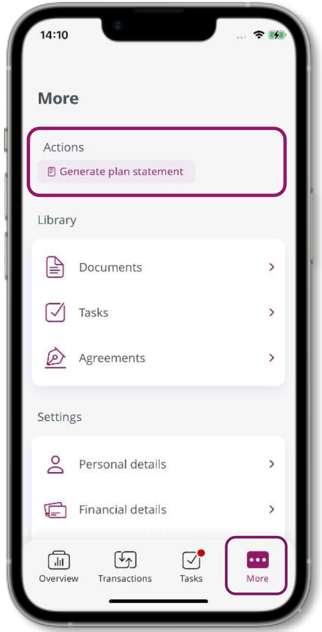


Illustration: Location of the area from which the Plan Holdings Statement can be generated from

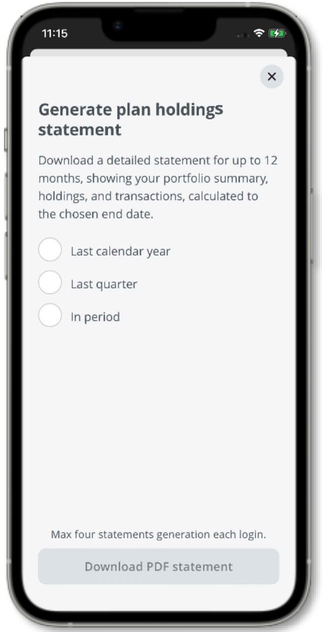


Illustration: Screen to select the time range for the Plan Holdings Statement period

2. Participant Experience

EQUATEPLUS

The upcoming release includes the following enhancements for participants:

2.8 EquateMobile – plan details display

The plan details screen on EquateMobile provides key information relevant to each specific plan, including allocations, contributions, share price, events, admin messages, links to plan documents and access to the order entry flow. The available information may vary depending on the plan type.

The screen display has been improved to provide better clarity when the participant has no outstanding allocations anymore.

Additionally, for US Contributory Plans where enrolment cancellation is enabled, the plan details screen now becomes available as soon as the participant enrols, i.e. even before contributions or allocations have been loaded. This is to provide them with an access point to cancel their enrolment if they so wish.

This functionality became available in October.

- ✓ Improved clarity and assurance of plan status and completeness of content displayed
- ✓ Access to cancel enrolment (if allowed by plan)

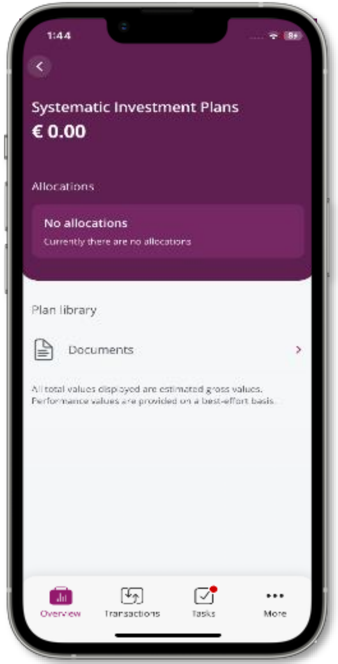


Illustration: empty state of plan details page

EQUATEPLUS

The upcoming release includes the following enhancements for participants:

2.9 EquateMobile – removed 2FA voice call option in China

Two factor authentication (2FA) provides an additional security layer on actions like changing a bank account.

Our two methods of 2FA are EquateAccess, our authentication app, and SMS / voice call. With the SMS /voice call method, the participant receives a code over SMS or can select to receive an automated voice call instead.

In China, the voice call option is not reliable due to government restrictions on automated calls. The restrictions are aimed at preventing spam and harmful automated calls, but they also affect our 2FA calls.

As we are unable to work around these restrictions, the voice call option has been removed for participants with a Chinese phone number, country code +86. (The voice call option for Chinese phone numbers was already removed on EquatePlus in R65.5).

This change was released in October.

✓ Removes frustration with voice calls not completing for China-based participants

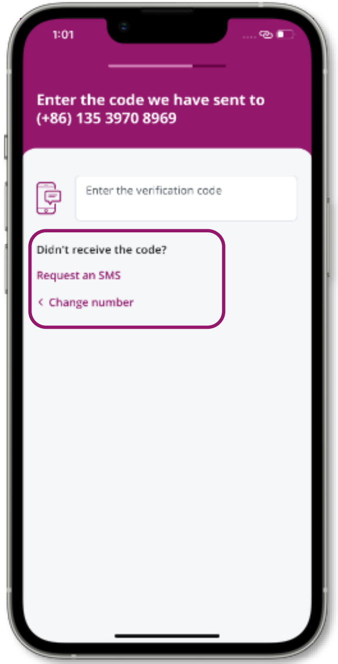


Illustration: 2FA verification code entry screen showing that the voice option is not available


Corporate Experience

3. Corporate Experience

The below details some new features now available to you.

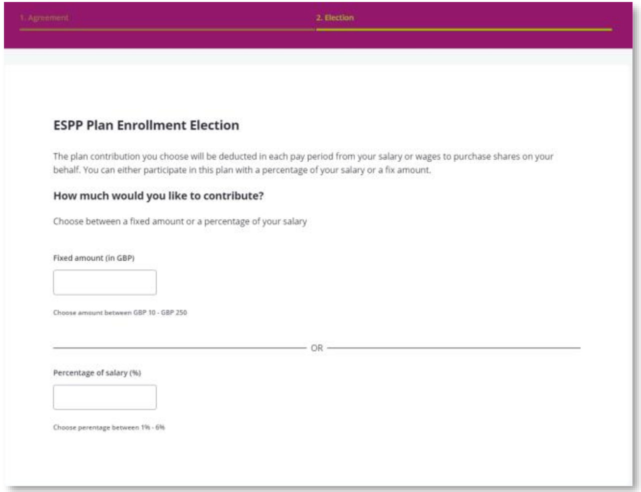
3.1 ESPP enrolment enhancements

Our offering for Employee Share Purchase Plans (ESPP) allows us to tailor the setup to specific company rules and supports several enrolment customizations, e.g. regarding currency or enrolment limits.

We can now offer further flexibility in the enrolment setup:

- Participants can be offered the choice to enrol with a fixed amount or a percentage of their salary.
- A minimum and maximum contribution limit can be set for both amounts and percentages.
- Enrolment currency and pay frequency is now supported at the individual level, allowing participants with the same payroll ID to have different enrolment currencies and pay frequencies.

The changes are available with this release. For North American clients, enrolment forms for impacted plans are set up in line with the above. For other regions, the functionality is available for configuration.


1. Agreement
2. Election

ESPP Plan Enrollment Election

The plan contribution you choose will be deducted in each pay period from your salary or wages to purchase shares on your behalf. You can either participate in this plan with a percentage of your salary or a fix amount.

How much would you like to contribute?

Choose between a fixed amount or a percentage of your salary

Fixed amount (in GBP)

Choose amount between GBP 10 - GBP 250

OR

Percentage of salary (%)

Choose perentage between 1% - 6%

Illustration: The enrolment form provides the option to select either a fixed amount or a percentage.

✓ Expands enrolment capabilities
✓ Improves the experience for participants

3. Corporate Experience

The below details some new features now available to you.

3.2 Enhancing enrolment cancellations

When a company or participant decides to discontinue participation in a purchase plan, the enrolment is cancelled. The cancellation can be initiated by either the company or the participant. Upon discontinuation, there may be pending contributions that have not been used yet for a purchase. These can be refunded or used for a remaining purchase of shares depending on the plan rules. The plan rules will specify a default handling and/or clarify when the participant can choose between a refund or purchase.

Several enhancements were introduced to better manage enrolment cancellations:

- New functionality for configuring the default action (refund or purchase) based on employment status and eligibility changes.
- An election form for participants to trigger a cancellation and, if applicable, choose their desired action.

Company-triggered cancellations always follow the defined default handling, while participant-triggered cancellations can either be defined by plan rules or chosen by the participant.

These enhancements are available for configuration in all purchase plans and are introduced with this release.

- ✓ Expands enrolment cancellation capabilities
- ✓ Improved experience for participants triggering a cancellation

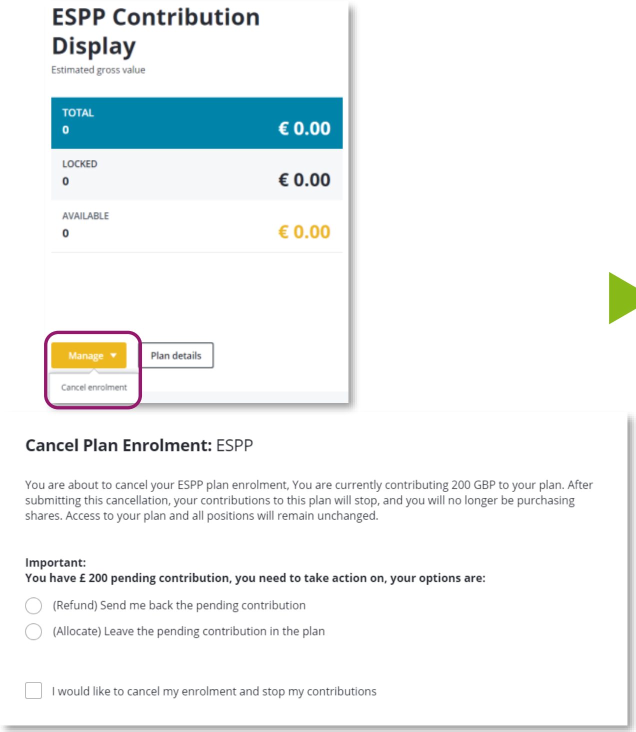


Illustration: Cancellation form showing a choice between refund or leaving the pending contribution in the plan.

3. Corporate Experience

The below details some new features now available to you.

3.3 ESPP with discount and 423(b)

ESPP with discount and 423(b) plans are part of our standard offering in the US. Here in EMEA, there is increasing interest in being able to offer these plans to US employees and we have enhanced EquatePlus to be able to support this demand.

The global ESPP with discount and the tax qualified US 423(b) offering includes:

- Clear display of the discount on EquatePlus and EquateMobile
- Discount percentage stored on plan level
- Purchase and allocation reports enhanced to reflect discount
- Tax benefit reporting
- Tax qualification (disposition) tracking
- $25,000 Limit tracking (yearly and cumulative) in any currency
- Lookback provisions

✓ Expanded plan offering
✓ Good user experience for participants and administrators

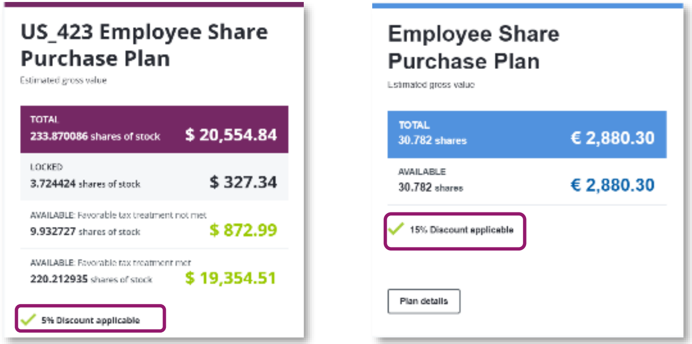


Illustration: ESPP with discount, 423(b) tiles as would show on the overview page

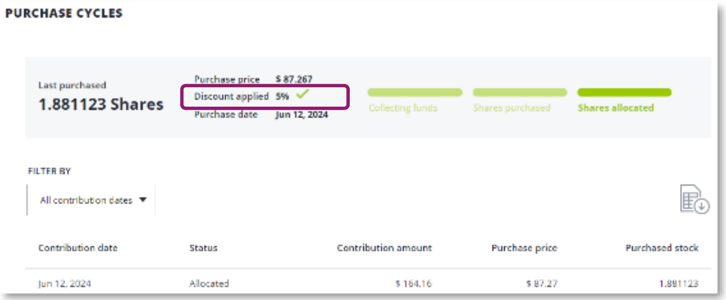


Illustration: Plan details screen with discount

EQUATEPLUS

The below details some new features now available to you.

3.4 EquateInsights – new reports

A number of new reports have been added to EquateInsights for plans involving real shares. Companies already using EquateInsights can therefore reduce their reliance on legacy reports and benefit further from the improved reporting interface.

These new reports provide detailed information on transactions and dividends, aiding administrators with tax and cash payment reconciliation.

Tax Breakdown

- The Tax Breakdown report enhances the existing Trade and Payroll Trade with FX reports by providing a detailed breakdown of tax information for all associated allocations within a trade where tax applies.
- The report is available for extraction at two different views.
    - Default level displays trade and tax details only for trades with available tax information
    - Full level includes all data from the default level, plus trades without tax details for a complete trade view
- The standard report is organized in a dual-line structure:
    - Trade line describes all details of a specific trade
    - Tax allocation lines always follow the trade line, detailing any related allocations where tax information applies

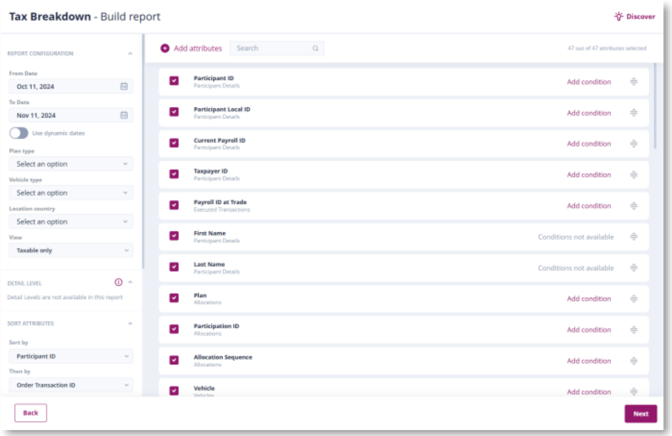


Illustration: Tax Breakdown report configuration available at EquateInsights' Library page

The below details some new features now available to you.

3.4 EquateInsights – new reports (continued…)

Payroll Trade with FX Report

- Enhances payroll reporting by including trade data and FX rates, identifying local currency settlement.
- Provides detailed information for executed orders. For orders consisting of allocations from different grants, each grant will show as a separate transaction with details such as strike price, vesting date and tax rate.
- Allows extraction at different abstraction levels: allocation and total transaction.
- Recommended to be used in conjunction with the Tax Breakdown report.
- Replaces and improves on the Payroll Transaction Details (R0213) report.

Outstanding Payments

- Presents an overview of incomplete payments that were issued as outbound payments and failed to deliver.
- Provides a broad selection of participant details, addresses, dividend transaction ID and execution sequence.
- Helps identify failed and returned payments.
- Replaces and improves on the Outstanding Payments (R0901) report.

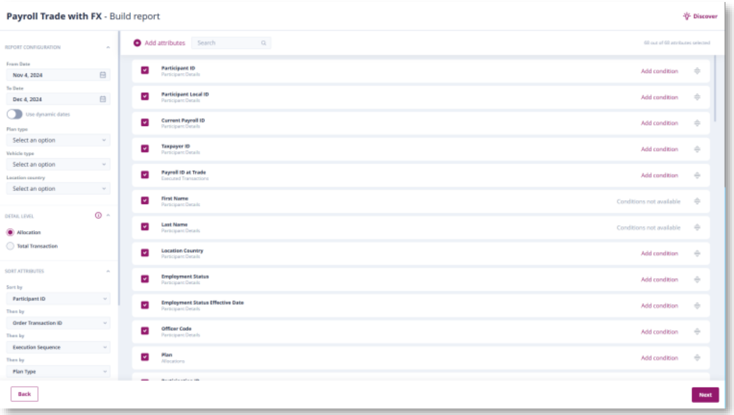


Illustration: Payroll Trade with FX report configuration available at EquateInsights' Library page

The below details some new features now available to you.

3.4 EquateInsights – new reports (continued…)

Status Change

- Shows status change details along with a range of participant details and addresses
- Helps identify participants with changes in Employee Life Cycle (ELC)
- Replaces and improves on the Status Change (R0560) report.
- Note: status change details are available in the Balance report too

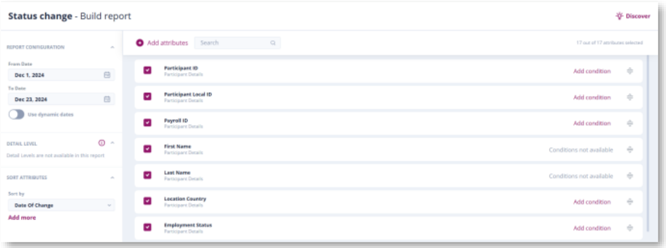


Illustration: Status Change report configuration available at EquateInsights' Library page

3. Corporate Experience

The below details some new features now available to you.

3.4 EquateInsights – new reports (continued…)

Dividend Reinvestment Report

- New report providing detailed information on reinvested dividends.
- Includes participant details, plan, prices, net dividend purchases, fees and residual cash carried forward.
- Helps with the reconciliation of dividend reinvestment details.
- Supports the management of dividend reinvestments.
- Available at participant level

Dividend Monies Report

- New report providing detailed information on dividend cash payments.
- Includes participant details, plan, amounts, dates, taxes, fees and FX details for cash payments.
- Helps reconciliation of dividend cash payment details.
- Available at participant level.

All reports will be available to clients using EquateInsights with the release.

✓ Expands reporting capabilities of EquateInsights
✓ Enables the transition from legacy reports

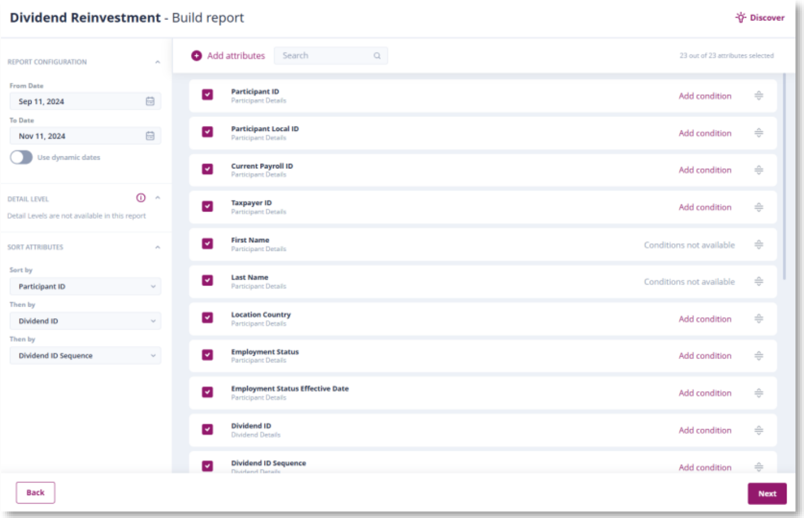


Illustration: Dividend Reinvestment report configuration available at EquateInsights' Library page

3. Corporate Experience

EQUATEPLUS

The below details some new features now available to you.

3.5 EquateInsights – email notifications

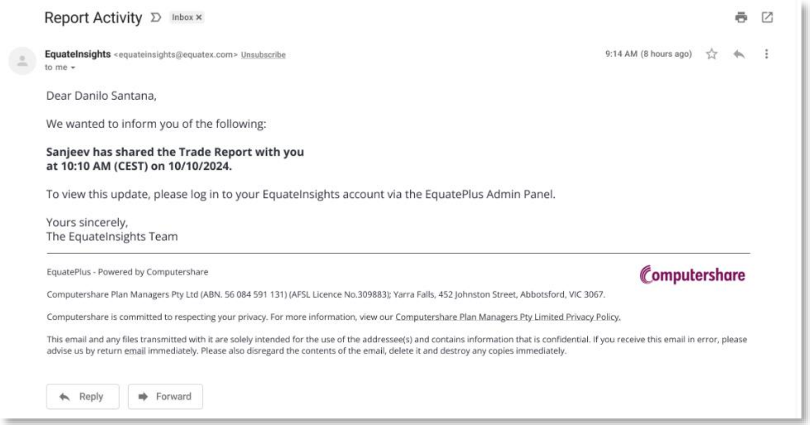
EquateInsights' notification centre functionality has been extended to send automatic email notifications:

- When a scheduled report is processed
- When a batch rereport is processed
- When a reporting template was shared by another user

This new feature ensures administrators are actively informed of their report's status progress, removing the need for them to log in repeatedly and check.

The notification centre within EquateInsights also shows the status progress of reports that were manually requested for immediate processing.

Email notifications will be enabled for all users with the release.


Report Activity Inbox ×

EquateInsights <equateinsights@equatex.com> Unsubscribe 9:14 AM (8 hours ago)
to me

Dear Danilo Santana,

We wanted to inform you of the following:

Sanjeev has shared the Trade Report with you at 10:10 AM (CEST) on 10/10/2024.

To view this update, please log in to your EquateInsights account via the EquatePlus Admin Panel.

Yours sincerely,
The EquateInsights Team

EquatePlus - Powered by Computershare

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Reply Forward

Illustration: Sample notification email

- ✓ Ensures that users are instantly informed, saving time and reducing uncertainty
- ✓ Allows users to focus on other tasks

3.6 EquateInsights – Treasury user role

The Treasury role has been introduced in EquateInsights so that users who currently have the Treasury role in EquatePlus can also access EquateInsights seamlessly through the EquatePlus link.

The Treasury role in EquateInsights has access to:

- The landing page, including orientation and monitors.
- Standard reporting including Balance, Period Movement and Trade reports.
- Standard dashboards including Balance, Movements and Transactions.

The new access is provided to users without any action needed. Users who have the Treasury role for EquatePlus, will automatically be granted access to EquateInsights if it has been enabled for your company.

✓ Ensures seemless transition of Treasury users to EquateInsights
✓ Designed to meet the specific reporting needs of Treasury

Disclaimer CIS and CISIL

EQUATEPLUS

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